

**Meeting Date:** 03/04/2014

**Report Type:** Discussion

**Personnel and Public  
Employees Committee  
Report**

915 I Street, 1<sup>st</sup> Floor

[www.CityofSacramento.org](http://www.CityofSacramento.org)

**Title:** Interviews for the Paratransit, Inc. Board of Directors

**Location:** Citywide

**Recommendation:** 1) Conduct interviews of applicant(s) for one seat in category B (public at-large who is a user of paratransit services) on the Paratransit, Inc. Board of Directors and 2) continue the item to the next meeting for discussion and nomination(s).

**Contact:** Wendy Klock-Johnson, Assistant City Clerk, (916) 808-7509, Office of the City Clerk;  
Donna P. Foland, Executive Secretary, (916) 429-2009 Ext. 7341, Paratransit, Inc.

**Presenter:** None

**Department:** Office of the City Clerk



**Division:** City Clerk

**Dept ID:** 04001011

**Attachments:**

- 01 Description/Analysis**
- 02 Background**
- 03 Board/Commission Synopsis**
- 04 Applications**

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Submitted By:	Nell Hessel
Adobe Signature:	
Approved By:	Wendy Klock-Johnson
Adobe Signature:	

## **Attachment 01 – Description/Analysis**

**Issue:** Prior to forwarding nominations to the Mayor for appointment, the Personnel and Public Employees Committee conducts interviews of applicants of open board and commission positions.

**Policy Considerations:** None

**Economic Impacts:** None

**Environmental Considerations:** None

**Sustainability:** None

**Commission/Committee Action:** None

**Rationale for Recommendation:** When a position on a City advisory board or commission becomes available thru term expiration or resignation, the Office of the City Clerk and the appropriate department, conduct a recruitment for interested parties. When the application period has closed, or the number of applications exceeds the number of available seats, the Personnel and Public Employee Committee conducts interviews of all applicants. Therefore, the recommendation is to interview applicants and continue the item to the next meeting for review and consideration of applicants for nomination to the Mayor.

**Financial Considerations:** None

**Emerging Small Business Development (ESBD):** None

## Attachment 02 – Background

### Paratransit, Inc. Board of Directors (Interviews)

**BACKGROUND:** There is one (1) candidate applying to fill one (1) vacant seat in Category B (public-at-large) on the Paratransit, Inc. Board of Directors.

#### VACANCY INFORMATION

Category Description	Residency	Incumbent
<b>Category B</b> – Public at-large who is a user of paratransit services	Required	Scott Leventon (applied)

#### INCUMBENT INFORMATION

**Scott Leventon** is the incumbent for category B. He was first appointed to a full term on 04/23/1996; reappointed to full terms on 01/12/1999, 03/08/05 and most recently on 03/22/13. He is eligible for re-appointment and has applied. The following is a brief history of compliance for requirements of his position on the board.

Requirement	Status	Comments
Ethics Training:	Past Due	Due 04/24/13 (10 months overdue)
Conflict of Interest:	N/A	N/A
Attendance:	15 meetings held	0 excused, 1 unexcused

#### SUMMARY OF APPLICANTS

Applicant Name	Category	District	Interview Status
Scott Leventon (incumbent)	B	6	Confirmed attendance

**PARATRANSIT, INC., BOARD OF DIRECTORS**

**Membership:** Nine (9) members as follows:

- A. Two (2) members appointed by the Mayor and confirmed by the City Council, who represent the general public and do not use Paratransit services
- B. One (1) member appointed by the Mayor and confirmed by the City Council, who is a user of Paratransit service
- C. Two (2) members appointed by the Board of Supervisors, who represent the general public
- D. One (1) member appointed by the Board of Supervisors who is a user of Paratransit services
- E. Two (2) members appointed by the Regional Transit Board of Directors
- F. One (1) member appointed by SACOG, representing any entity in the Sacramento Area Council of Governments with whom Paratransit, Inc. contracts for service

**Appointing**

**Authority:** Various as noted.

**Powers & Duties:** The powers and duties of this board include: Serve as the governing body for Paratransit, Incorporated; participate in governing implementation of the Corporation's mission and realization of its vision; develop, communicate and implement the policies necessary to achieve the Goals and Objectives of Paratransit, Inc.; attend and participate in the Board's quarterly strategic planning and strategic government workshops; commit to regular meeting attendance (6 Board meetings, 6 standing committee meetings per year).

**Meeting Info:** Every other month beginning in January on the 4<sup>th</sup> Thursday at 6:00 p.m. at 2501 Florin Road, Sacramento, CA 95822. November meeting is held on the 3<sup>rd</sup> Thursday.

**Compensation:** None.

**Term:** Three (3) year term. No term limits apply.

**Residency:** City residency is required.

**Formation Authority:** Government Code Section 5975  
City Agreement 80-241  
Bylaws Amended 06/18/1996

**Managing Agency:** Paratransit, Inc.  
P. O. Box 231100  
Sacramento, CA 95823-0401  
Telephone: (916) 429-2009 Ext. 7341

**Contact(s):** Donna P. Foland; [donnaf@paratransit.org](mailto:donnaf@paratransit.org); (916) 429-2009 ext. 7376

**Website:** [www.paratransit.org](http://www.paratransit.org)

**Filings:** Statement of Economic Interests Form – Required. File with Paratransit Executive Director  
Local Ethics Training Certification – Required. File with Sacramento City Clerk (916) 808-7200



# Application for City Boards and Commissions

*This Document and its contents may be subject to the California Public Records Act, and as such may therefore be subject to public disclosure unless otherwise exempt under the act.*

**Instructions:** This application must be completed in its entirety. *Fields will expand to the content added.* Applications are submitted to the Office of the City Clerk by selecting the **Submit** button on the last page.

## Board/Commission Information

Meeting Body Applying For: Paratransit, Inc.

Category # and Description (please indicate all categories qualified for)

#B Public at large using the service

Name of Company/Organization being Represented (if applicable):

*If Company/Organization Authorization Letter is required, email to [clerk@cityofsacramento.org](mailto:clerk@cityofsacramento.org)*

## Applicant Information

Full Name (Last, First, Middle): Leventon Scott

E-Mail Address:

Home Address:

City, State, Zip: Sacramento, CA 95826

Mailing Address (if different):

City, State, Zip:

Residential Council District: \_\_\_\_\_ Business Council District (if applicable): \_\_\_\_\_

Primary Contact Number: Mobile

Secondary Contact Number: Work

Are you currently, or have you in the past, served on a City Board or Commission?  Yes  No

If Yes, provide the name of the meeting body and how that service supports your application:

Paratransit, Inc.

Do you, or any immediate family member, have any relationship (professional, financial or otherwise) that may present a potential conflict of interest for meeting body applied for?  Yes  No

If Yes, please explain:

Please state the reason(s) you would like to be a member of this board/commission.

I have been an active member of the Paratransit Board of Directors since 1992. I am familiar with the services as I use them daily and feel I am able to address issues that are brought up by other passengers and I am able contribute valuable insight when addressing issues, developing new services, and improving services where needed.

## Education

Add Additional

Institution Name: Sacramento City College Area of Study: Aide and Technician Certification  
Attended (mm/yy - mm/yy): Graduate 1988 Degree Earned: Associate Degree

## Employment

List work experience for the most recent five years, beginning with current (or most recent) employment.

Add Additional

From(mm/yy) - To(mm/yy): 2/08 to present Employer: California Dept. of Public Health

Address:

Job Duties: Provide Telephone assistance and technical infor to certified Nurse assistands, home health aids and Health facilities administrators

## Business Enterprises

List business names including fictitious names of any business enterprise currently, or previously, owned or operated.

Add Additional

From(mm/yy) - To(mm/yy): \_\_\_\_\_ Name: \_\_\_\_\_

Address:

Type of Business or Service Rendered:

## Additional Qualifications

Please provide any additional experience, community activities or other qualifications that would be helpful in evaluating your application.

I have been a member of the Pararansit, Inc. Board since my first appointment in January 28, 1992. I have experience working with Paratransit Board members and am familiar with the services provided

## Felony Convictions

Have you ever been convicted of a felony?  Yes  No

If yes, please provide the date, location of court conviction, and exact denomination of the offense for each offense resulting in conviction.

*A Felony conviction is not necessarily a bar to appointment. Each case is considered separately based on requirements of the position. However, failure to list felony convictions may result in disqualification.*

## Civil Actions

List each civil action, if any, in which punitive or exemplary damages have been assessed against you, providing the trial date, court judgement, and location of the court for each instance.

## Accommodation Information

Please identify any special accommodations (if any) needed for equal participation.

I am an active rider on Paratransit services

## Equal Opportunity Disclosure

*The following information is requested in accordance with State and Federal laws for the purpose of evaluating the effectiveness of the City's equal opportunity efforts. It is voluntary, confidential, and will not be submitted with your application for review.*

Please select one:

Please select the appropriate racial/ethnic category:

## Disclosure and Regulatory Requirements

Pursuant to City Code Section 2.40, appointees have the following requirements in order to serve on a City board or commission:

*Statement of Economic Interest Form 700:* If a Statement of Economic Interest Form 700 is required for this position (see announcement), the form must be electronically filed with the Office of the City Clerk. Failure to file by the due date can lead to removal from the board pursuant the City Conflict of Interest Code Resolution 2013-0023. Information and instructions will be provided by the Office of the City Clerk upon appointment.

*Ethics Training:* All members are required to satisfy the local ethics training requirement mandated by Government Code Section 53234. Information for an online training resource will be provided by the Office of the City Clerk upon appointment.

*Attendance:* Members are required to attend meetings on a regular basis, and may be removed if a member does not attend three consecutive regularly scheduled meetings.

**By selecting submit, I acknowledge that I have read and understand the disclosure and regulatory requirements and declare under penalty of perjury that all the information provided in this application is true and correct to the best of my knowledge:**

Submit