

REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION (BPTC) OCTOBER 19, 2021, 5:30 P.M.

MINUTES

Chair Obermeyer convened the regular meeting of the Board of Directors of the Bloomington Public Transportation Corporation. The meeting was held with some members attending in-person and some via a virtual electronic means.

Join Zoom Meeting at the following link:

<http://us02web.zoom.us/j/86454634151?pwd=TU9NZ2R0ZGwREluVV15TnYwsG15Zz09>

Meeting ID: 864 5463 4151

Passcode: 083285

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ROLL CALL

Board Members and staff present: Chair Nancy Obermeyer, Board Member Marilyn Hartman, Secretary James McLary, and Board Member Doug Horn. Also present were John Connell, General Manager, Christa Browning, Controller, Zac Huneck, Planning and Special Projects Manager, and Brenda Underwood, Human Resource Administrator/Marketing Director.

Members of the Public: Dave Askins, B Square Beacon, Andrew Coomer, and Jeff Cisneros.

The following additional persons were also present via Zoom. Vice Chair, Kent McDaniel, Marcella Landreth, HR/Marketing Assistant, Eli McCormick, Customer Service Manager/BT Access Manager.

OLD BUSINESS

There was no old business.

MINUTES

The minutes for the September 21, 2021, meeting were presented for approval by Secretary Mclary and seconded by Board Member Horn. The minutes were approved unanimously.

NEW BUSINESS-ACTION ITEMS

Board Member Hartman made a motion to approve Resolution 21-23: a resolution authorizing the Chairman, secretary, and General Manager of the Bloomington Public Transportation Corporation (BPTC) to execute a Collective Bargaining Agreement between the BPTC and the American Federation of State, County, and Municipal Employees (AFSCME) Local 613. The motion was seconded by Board Member Horn. The Board approved unanimously.

Vice Chair McDaniel made a motion that every 3 months Mr. Connell comes to the Board with a proposal for Goals and Objectives. Chair Obermeyer seconded it. The Board did not approve. Secretary Mclary voted no, Board Member Horn voted no and Board member Hartman voted no.

MANAGER AND STAFF REPORTS

Mr. Connell noted that we have reached a tentative agreement with AFSCME Local 613 on a new 4-year Collective Bargaining Agreement (CBA) that would take effect on January 1, 2022. He said by the 4th year our wages will be very competitive. He said we are hoping to see improvement in our recruiting efforts. There was a ratification vote conducted by AFSCME on the tentative agreement and the union membership ratified the agreement by a vote of 26-2 in favor of the agreement. A copy of the proposed new Collective Bargaining Agreement is available if any Board Member would like a copy. He recommended approval of Resolution 21-23.

Board Member Hartman noted that she thinks there should be a better understanding of what you are permitted to vote on by zoom and what things you cannot under the new state law. She said she will look at it and report back to the Board. Vice Chairman said that he understands that the Governor's Order is still in affect and he agrees that we need to get clarification.

Secretary Mclary said when we were selecting RAPT DEV we noted that we wanted evaluation at certain points along the way. He said we are almost a month into it and we don't have those evaluation criteria established. He asked if any Board Members have any suggestions on the

evaluation criteria. He noted he would like to work with John as well to establish evaluation criteria. Mr. Connell said he would like to know what the expectations are and he welcomes the opportunity to discuss with each Board Member what his goals and visions are and make sure he is on the right track and establish the criteria for the evaluation and move forward.

Board Member Hartman suggested a work session where John comes forward with things he feels are important and the Board does as well and John has a clear understanding of what the Board's priorities are. She said John does have things that he has to do just as an employee working in an organization and you want to know that your priorities are going to be consistent with what your boss feels is important. Secretary Mclary said he doesn't have an issue with a work session.

Vice Chairman McDaniel made a motion that every three months John comes to the Board with a proposal or goals and objectives and as a Board we all vote. Chairman Obermeyer seconded the motion. The motion didn't pass with Secretary Mclary, Board Member Horn, and Board Member Hartman voting no and Chairman Obermeyer and Vice Chairman McDaniel voting yes.

Secretary Mclary noted that his reason for voting no is there has been no discussion of what the criteria is. He said Mr. Connell still doesn't have a feel. That is one of the key parts of the whole evaluation. What is he going to be evaluated on? Board Member Horn said would it be prudent that we say in the next 30 days that whatever the mechanisms is we will figure it out in the next 45 days that we develop an evaluative criteria for the general manager. He sees it as a two part process. The first process is the Board through which ever mechanism we decide after we decide if this is the way we want to go. The Board come up with a set of evaluative criteria for the general manager and once that is established we figure out how to implement it. In his view we need to develop a criteria before we develop a mechanism to put it forward. He is trying to establish a criteria by a certain date and then we figure out how we are going to do it.

Mr. Connell has an internal memo he has shared with staff as far as his priorities and he is going to share that with the Board. He is going to individually sit down with the Board Members and talk about our long term priorities are and see if we can come up with different evaluation criteria.

The Board scheduled a work session with Mr. Connell and staff on Wednesday, October 27 at 1:00 p.m. to establish long and short range corporate goals.

Mr. Connell noted the number of positive COVID cases appear to be lessening in Monroe County. He stated in the month of September we had 28 days missed, due to COVID related absences. It continues being an issue with roughly 224 hours of labor not performed because of COVID. Mr. Connell stated it is an ongoing issue for Bloomington Public Transit. He said the mask mandate continues through January 2022. He also noted that we are starting to see a little improvement in ridership.

Mr. Connell gave an overview of Micro-Transit and where it stands. He stated that some of the concerns that are going to have to be worked through before we commit to a Micro-Transit service in our opinion. The first and foremost is the guarantee of vehicle availability with either provider and there are other factors that come into play such as surge pricing has effect of

availability of vehicles. The tipping isn't really an issue that we've been able to determine because the drivers don't even know the users tipping. The other big one is are going to be required to have ADA service available if we are that requires a BT Access vehicle to be on standby. As part of our conversation with both providers is there a means of a hybrid approach where our driver can be used in the mix as part of the process of the demand and they are going to get back to us on that. The other concern is the branding and BT recognition of the service. We were impressed Lyft. If a person request a ride on the app it would be clearly be identified as a trip for BT even though it is going through their platform that we are the responsible party and would get the marketing out of that. The outreach and education for the customers to make sure that if we launch something particularly if we are in an area if it's an elderly population it might be a challenge for some. One of the things we want to look at when we are at the EXPO is the advantages and disadvantages if we did something in house. If we acquired our own software platform and weigh the advantages and disadvantages. One of the things we are looking at is areas that we consider right for Micro-Transit. We are still actively pursuing the challenges that Micro-Transit is going to present.

Mr. Connell noted that he and Mr. Huneck will be attending the APTA Conference and EXPO in Orlando on November 8-10. This is just to give you an idea of our must see vendors we want to make contact with. The CAD AVL technology is probably at the top of the list. There is six different vendors that will be there which we will be able to talk with them and obtain information and come back with some knowledge and resources. Several bus manufacturers of the equipment we are currently using will be there. This will give us the opportunity be front and center with some of the representatives.

Zac Huneck, Planning and Special Projects Manager gave an overview of the number two route service improvements that was approved back in 2020 and put on hold with the rest of the service changes. Secretary Mclary said are we relying on the public hearing that we did back a year ago. Mr. Huneck noted that we will hold an informational session on November 3 at the Downtown Transit Center.

Zac Huneck, Planning and Special Projects Manager, stated ridership continues to grow to about 9500 a week in September, over 150% increase over September of last year. He noted most of the gains are of course are on IU Campus routes. The downtown routes continues to attract new ridership at a much slower pace than the campus routes. He noted that BT Access continues to grow at a 42% increase over September 2020.

Average weekday ridership per month since the pandemic began is shown in the table below:

	2019	2020	2021	% Change 2019-2021
January	12183	12487	2298	-81.14%
February	14740	16922	2893	-80.37%
March	12060	7798	3543	-70.62%
April	14081	1266	3436	-75.60%
May	5405	1399	2667	-50.66%
June	5051	1913	2516	-50.19%
July	4779	1990	2410	-49.57%
August	8213	2630	5720	-30.35%
September	17028	3627	9126	-46.41%
October	16672	3562		
November	14494	3039		
December	11656	2147		

MESSAGES FROM THE CONTROLLER

Controller Browning gave an overview of the September Financial Report as included in the board packet.

PERSONNEL REPORT

Brenda Underwood, Human Resource Administrator/Marketing Director gave an overview of the September Personnel Report. Brenda noted that with the new Team Engine program we implemented we are able to reach more applicants.

CLAIMS

The claims for September 21, 2021 were presented for approval by Secretary Mclary, and seconded by Board Member Horn. The Claims were unanimously approved.

PUBLIC COMMENTS

Andrew Coomer noted he has not seen many of the electric buses out running. Mr. Connell stated that we are having a few challenges with the electric buses, he said we are having an issue with the electronic steering system, they are still working some of the bugs out. He noted they all will be out there soon.

COMMENTS FROM THE BOARD MEMBERS

Board Member Hartman noted that we have a contract with the city that expires at the end of December concerning IT support. She also noted that she is interested in getting a better idea of how insurance is provide to other Public Transportation. She thinks it's a good idea to periodically to take a look to see what is out there. Those are two things that prompted her to think we should be approaching the City to see how they feel about extending the contract for a year which would give us a little bit more time.

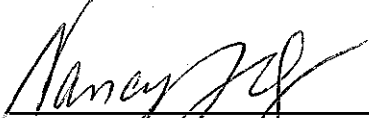
Board Member Hartman said sometimes we don't actually have meeting dates and election of officers in December for the following year sometimes they have been put off. If you are going to set you meetings you can notify the newspaper before the end of December and then it is good for the rest of the year and you don't have to advertise or even post notices because it is a regular that is set. She stated she would like to see those two items on the agenda in December rather than later.

Board Member Horn said the discussions this evening that have pertained to work session he wanted to offer that perhaps as a draft calendar is presented next time that included in the first three months of the year a work session. Whether we use it or we don't it is on the calendar then and if we don't need it we can just cancel it. If we could include that in the draft that would be great.

Mr. Connell stated he is trying to arrange with RAPT DEV to come and perform and IT assessment at no charge. Mr. Connell noted that Board Member Hartman's concerns will be on next month's agenda.

ADJOURNMENT


APPROVE:



Nancy Obermeyer, Chair
Board of Directors BPTC

11-18-21

ATTEST:



James J. McLary, Secretary
Board of Directors BPTC

11-18-21

RESOLUTION 21-27

A resolution authorizing the BPTC Chair to execute a grant agreement for 2022 with the Indiana Department of Transportation for financial assistance through the Public Mass Transportation Fund under I.C. 8-9.5-6-4.

WHEREAS, the Indiana Department of Transportation (INDOT) has been delegated authority to award financial assistance through the Public Mass Transportation Fund (PMTF) to eligible applicants such as BPTC for transportation project(s); and

WHEREAS, the grant or cooperative agreement for PMTF financial assistance imposes certain obligations upon the BPTC, and requires the BPTC to provide the local share of the project cost; and

WHEREAS, the BPTC has or will provide all annual certifications and assurances to the Indiana Department of Transportation required for the project;

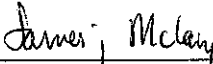
NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Bloomington Public Transportation Corporation (BPTC):

1. That Nancy Obermeyer, Chair of the Board of Directors of the BPTC, is authorized to execute grant agreements for PMTF assistance for 2022 on behalf of the grantee, Bloomington Public Transportation Corporation, with the Indiana Department of Transportation for PMTF assistance authorized by I.C. 8-9.5-6-4; and
2. That Nancy Obermeyer, Chair of the Board of Directors of the BPTC, is authorized to execute with its grant agreements the annual certifications and assurances and other documents the Indiana Department of Transportation requires before awarding a PMTF assistance grant or cooperative agreement.

CERTIFICATION

The undersigned duly qualified Secretary of the Board of Directors of the BPTC, acting on behalf of the Bloomington Public Transportation Corporation, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Bloomington Public Transportation Corporation held on November 16, 2021.

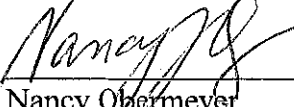
ATTEST:



James McLary
Secretary
Bloomington Public
Transportation Corporation

11-16-21

APPROVE:



Nancy Obermeyer
Chair
Bloomington Public
Transportation Corporation

11-16-21

RESOLUTION 21-26

A resolution adopting the revised Bloomington Public Transportation Corporation's Anti-Drug and Alcohol Misuse Prevention Policy.

WHEREAS, the United States Department of Transportation (USDOT) and the Federal Transit Administration (FTA) mandate all fund recipients adopt and implement a drug and alcohol testing program for safety sensitive employees as stated in 49 CFR Part 40 and Part 655, as amended, and

WHEREAS, the Bloomington Public Transportation Corporation (BPTC) has completed an audit conducted by the FTA of the existing BPTC Drug and Alcohol Policy, and program changes and updates were recommended by the FTA to said policy; and

WHEREAS, the BPTC has completed revisions and additions and the policy is now fully compliant with 49 CFR Part 40 and Part 655, as amended;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Bloomington Public Transportation Corporation (BPTC):

1. The updated *Bloomington Public Transportation Corporation Anti-Drug and Alcohol Misuse Prevention Plan* is hereby adopted and attached hereto..
2. The *Bloomington Public Transportation Corporation Anti-Drug and Alcohol Misuse Prevention Plan* becomes effective immediately upon adaptation by the board.
3. The *Bloomington Public Transportation Corporation Anti-Drug and Alcohol Misuse Prevention Plan* shall be distributed to all BPTC safety sensitive employees.

CERTIFICATION

The undersigned duly qualified Secretary of the Board of Directors of the BPTC, acting on behalf of the Bloomington Public Transportation Corporation, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Bloomington Public Transportation Corporation held on November 16, 2021.

ATTEST:

James J. McLary 11-16-21
James McLary
Secretary
Bloomington Public
Transportation Corporation

APPROVE:

Nancy Obermeyer 11-16-21
Nancy Obermeyer
Chair
Bloomington Public
Transportation Corporation

RESOLUTION 21-25

A resolution authorizing exercising Year 4 Option of Preventative Maintenance and Technical Support Program from Siemens for Grimes Lane Facility.

WHEREAS, the Bloomington Public Transportation Corporation (BPTC) desires to purchase professional services in the form of a comprehensive operations facility preventative maintenance and technical support program; and

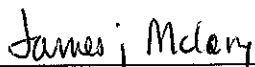
WHEREAS, under Indiana Code 5-22-9-1, the BPTC has determined that the use of competitive sealed bidding is not practicable nor advantageous for this procurement as there are several criteria that should be considered in such a procurement including price; capability and experience of the firm in providing facility preventative maintenance and corrective repair services; capability and experience of personnel to be assigned to the project; adequacy of financial, managerial and technical resources to successfully carry out the required services; and adequacy and quality of proposer's facility maintenance program; and

WHEREAS, the BPTC developed and issued a Request for Proposals (RFP) dated October 5, 2018 for this procurement that included scope of work, general requirements, Federal requirements, evaluation criteria, and the basis of proposal evaluation and contract award; and

WHEREAS, the BPTC has determined that Siemens was the only proposer and following an analysis of their proposal, staff has determined the Siemens proposal to be responsive and responsible. Moreover, the price proposed by Siemens has been determined to be fair and reasonable in accordance with the requirements of the RFP dated October 5, 2018.

NOW THEREFORE, BE IT RESOLVED: The BPTC Board of Directors awards a one year option to the contract to Siemens to provide services for a facility preventative maintenance and technical support program effective December 1, 2021 in accordance with the proposal submitted by Siemens dated November 6, 2018.

ATTEST:



James McLary, Secretary
Bloomington Public Transportation
Corporation

APPROVE:



Nancy Obermeyer, Chair
Bloomington Public Transportation
Corporation

Resolution 21-24

ADDENDUM TO

INTERLOCAL COOPERATION AGREEMENT BETWEEN THE CITY OF BLOOMINGTON, INDIANA AND THE BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION FOR THE YEARS 2017-2021

WHEREAS, the City of Bloomington, Indiana (hereinafter "City"), and the Bloomington Public Transportation Corporation (hereinafter "BPTC") entered into an interlocal cooperation agreement on November 15, 2016, for the City to provide BPTC with professional services and for BPTC to compensate the City for these services; and

WHEREAS, that agreement expires on December 31, 2021; and

WHEREAS, the City and BPTC wish to renew the agreement for an additional year, on the same terms that applied in 2021; and

WHEREAS, this Agreement may be renewed at the end of its term only after both the City and BPTC review the services provided, so that the scope of services and compensation can be adjusted, if necessary;

NOW, THEREFORE, the City and BPTC agree as follows:

Terms: The November 15, 2016 Interlocal cooperation agreement between the City of Bloomington, Indiana and the Bloomington Public Transportation Corporation is hereby extended by one year on the same terms that applied in 2021.

Duration: This addendum shall be in full force and effect from January 1, 2022, until December 31, 2022.

The parties agree to renegotiate this Agreement at a mutually agreeable time to become effective for the calendar year 2023.

Dated this _____ day of November, 2021.

CITY OF BLOOMINGTON

BLOOMINGTON PUBLIC
TRANSPORTATION CORPORATION

By: Michael Rouker
John Hamilton, Mayor
MICHAEL ROUKER,
CITY ATTORNEY

By: Nancy Obermeyer
Nancy Obermeyer, Chair

CITY OF BLOOMINGTON Legal Department Reviewed By: <u>BEM</u> DATE: <u>10/27/21</u>
