



Topeka Metro
Board of Director's Minutes
Monday, March 21, 2022

MEMBER'S NAME	ORGANIZATION	PRESENT / ABSENT / EXCUSED
Dr. Alan Bearman, Chair	Topeka Metro	Present QSS
Scott Tummons, Vice-Chair	Topeka Metro	Present QSS
Jim Daniel	Topeka Metro	Present via ZOOM
Beverly Hall	Topeka Metro	Present via ZOOM
Joseph Ledbetter	Topeka Metro	Present QSS
Rodd Miller	Topeka Metro	Absent

Staff/Visitors	ORGANIZATION	PRESENT / ABSENT / EXCUSED
Bob Nugent, General Manager	Topeka Metro	Present QSS
Richard Appelhanz, CFO Officer	Topeka Metro	Present QSS
Keri Renner, Director of Marketing and Communications	Topeka Metro	Present QSS
John Cassidy, General Counsel	Topeka Metro	Present via ZOOM
Andy Fry, Director of Planning	Topeka Metro	Present via ZOOM
Denise Ensley, Chief Operations	Topeka Metro	Present via ZOOM
Jared Culbertson, Director of Information Technology	Topeka Metro	Present via ZOOM
Terri Miller, Director of Human Resources	Topeka Metro	Present via ZOOM
Alan Parrish, Director of Maintenance & Facilities	Topeka Metro	Present via ZOOM
	Topeka Metro	Present via ZOOM

TOPIC	KEY DISCUSSION	RECOMMENDED ACTION / STATUS	PERSON RESPONSIBLE
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Call to Order	Chair, Dr. Alan Bearman called the meeting to order at 3:15 p.m.	5 of 6 members present	Dr. Alan Bearman
Minutes Approval	Minutes from the February 21, 2022, were submitted for approval.	MOTION: Jim Daniel moved, and Joe Ledbetter seconded the motion to approve the February 21, 2022, minutes as presented. The motion was unanimously approved 5-0.	
Public Comment	No public in attendance.		
Finance Report	Financial report as submitted.	MOTION: Scott Tummons moved, and Joe Ledbetter seconded the motion to accept the financial report of March 31 as presented. The motion was unanimously approved 5-0.	
Department Reports			
Planning Report	Planning report as submitted. There has been an uptick in ridership with Washburn students.		Andy Fry
Operations Report	Currently recruiting bus operators. One in training now, one started two weeks ago, one has been delayed for personal reasons and two failed to show up. Dr. Bearman made note of the group of operators who had Zero Chargeables in 2021; also wanted to thank them for the terrific job on the snowy/icy days we had with no incidents or accidents. Jim Daniel also thanked the operators. Inquired with legal counsel regarding status of outstanding cases against TMTA.		Denise Ensley

Maintenance Report	<p>John Cassidy reported that none were significant as far as monetary settlement.</p> <p>Maintenance report as submitted. Alan Parrish reported that gas prices are high right now vs. last year at this time with relatively inexpensive fuel and we have 4 months to go in our fiscal year. Roof work at QSS has been completed and inspected by Alan Parrish.</p>		Alan Parrish
Committee Reports			
Finance	Richard Appelhanz reported during Finance meeting. Will report more in Action Items – Electric Vehicle Study.		Richard Appelhanz
Action Items	<p>Resolution to appoint Keri Renner as Topeka Metro board secretary.</p> <p>Electric Vehicle Study: The EVS had five bids, interviewed via Zoom, asked questions, and then evaluated. The recommendation is to choose IBI Group, as they scored the highest and were also low bidder.</p>	<p>MOTION: Scott Tummons moved, and Joe Ledbetter seconded the motion to approve Keri Renner as board secretary. The motion was unanimously approved 5-0.</p> <p>MOTION: Scott Tummons moved, and Joe Ledbetter seconded the motion to accept the bid from IBI Group. The motion was unanimously approved 5-0.</p>	<p>Dr. Alan Bearman</p> <p>Richard Appelhanz</p>
Continuing Business	<p>Flex Routing: Bob Nugent suggested holding for now when we have a new micro-transit service to promote. We will have to put out an RFP for the app -- believes 30 to 60 days. Dr. Bearman asked the board directors if they are okay bringing this issue back at Study Session. All agreed.</p> <p>Study Session Agendas: We haven't gotten through the strategic planning and now it's time to put the budget together. It's important to know how much we have sitting in grants; what our capital reserve is; capital replacement and</p>		Bob Nugent

	<p>depreciation. Decision needs to be made on electric bus purchase.</p> <p>Jim Daniel suggested discussion of employee healthcare midyear. Terri Miller stated we don't receive information from IMA until October each year.</p> <p>Joe Ledbetter discussed Smoke-Free Property. Suggested TMTA facilities and buses to be smoke-free either in a 90-day or 180-day timeline. Terri Miller shared this topic has been discussed in past and suggestion was to provide employees with 1-year notice that TMTA will go smoke-free. Terri said no insurance discount for tobacco-free employees and cannot charge a tobacco surcharge fee because negotiations with Union—contractual issue. Joe prefers a smoke-free timeline, preferably 6 months.</p> <p>Jim Daniel brought up that Jim Ogle was the MPTO representative, and Jim Daniel is the alternate. Willing to fill in until new person is voted in.</p> <p>Dr. Bearman said next year's budget is high priority. If any items want to add to April study session agenda, let Bob or Dr. Bearman know.</p> <p>Bob mentioned Jim's obituary stated "in lieu of flowers" that donations suggested a number of entities in Topeka that Jim was involved in. Suggestion was sending a card from the board to his family & send flowers.</p> <p>Board opening: Dr. Bearman and Scott Tummons will work with Bob to discuss candidates to forward to City Council.</p> <p>Dr. Bearman asked that it be reflected in the minutes our sorrow for Jim. There is sadness for his passing and our deep appreciation and longtime advocacy for Topeka Metro's services, as well as Topeka and Shawnee County and his</p>		
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	love for this organization. There is no doubt for his love of Topeka Metro.		
New Business	N/A		
Executive Session	N/A		
Adjourn	No executive session, and Dr. Bearman adjourned the meeting at 4: 49 p.m.		Dr. Alan Bearman

Respectfully Submitted –

Keri Renner, Topeka Metro Board Secretary