



**Topeka Metro
Board of Director's Minutes
Tuesday, January 19, 2021**

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

Staff/Visitors	ORGANIZATION	PRESENT / ABSENT / EXCUSED
Bob Nugent, General Manager	Topeka Metro	Present via phone
Denise Ensley, Chief Operations Officer	Topeka Metro	Present via phone
Chip Falldine, CFO	Topeka Metro	Present via phone
John Cassidy, General Counsel	Topeka Metro	Present via phone
Keri Renner, Director of Marketing and Communications	Topeka Metro	Present via phone
Jared Culbertson, Director of Information Technology	Topeka Metro	Present via Phone
Terri Miller, Director of Human Resources	Topeka Metro	Present via phone
Alan Parrish, Director of Maintenance & Facilities	Topeka Metro	Present via phone
Mike Spadafore, Director of Mobility Management	Topeka Metro	Present via phone
Andy Fry, Special Projects	Topeka Metro	Present via phone
Brenda Vink-Wilson, Executive Assistant	Topeka Metro	Present via phone
Thomas Baumgartner, Supervisor	Topeka Metro	Present QSS
Efren Mezas, Union President	Topeka Metro	Present QSS
Chris Guerrero, Union Financial Secretary	Topeka Metro	Present QSS
Gaylon Brown, Bus Operator	Topeka Metro	Present QSS
David Adams, Bus Operator	Topeka Metro	Present QSS
Blaise Mesa	Topeka Capital Journal	Present QSS
Angela Hartness	Public	Present QSS
Pamela Campbell	Public	Present QSS
Ben Johnson	Public	Present QSS

TOPIC	KEY DISCUSSION	RECOMMENDED ACTION / STATUS	PERSON RESPONSIBLE
Call to Order	Chair Miller called the meeting to order at 3:15 pm.		Rodd Miller
Minute Approval	Minutes from the December 21, 2020 were submitted for approval. Joseph Ledbetter requested his comment that “almost 10 percent of our budget is from health insurance and requested staff provide suggestions on how to control that cost” be added under the Financial.	MOTION: Jim Daniel moved and Beverly Hall seconded the motion to approve the December 21, 2020 minutes with the addition of Joseph Ledbetter’s comment regarding health insurance costs and staff suggestions on how to control that cost. The motion was unanimously approved.	Rodd Miller
Public Comment	<p>Union President Efren Mezas said the Union did not agree with a reduction in services, nor employee layoffs that applied strictly to the operators. If implemented he said layoffs should be across the board. He stated the CARES Act monies could be used to supplement losses to prevent this from occurring.</p> <p>Pamela Campbell (public) suggested not to reduce hours in the early morning or latter of day to allow people to get to and from work. She suggested after 9:00 am and not during peak hours.</p>		Rodd Miller
Financial Reports RFB TO-21-09 Mobility Vehicles	<p>Financial Report – as submitted</p> <p>A bid to purchase 3 smaller and less expensive transit vehicles than the current transit vehicles with a contract term of 5 years. Can use \$60,000 of the excess KDOT Grant from paratransit vehicles to purchase one of the vehicles.</p>	MOTION: Jim Ogle moved and Scott Tummons seconded the motion to approve the Financial Report as presented. The motion was unanimously approved.	Chip Falldine
Department Reports Operations Report Maintenance Report	<p>Operations – as submitted. Fans in buses were adjusted to blow air away from the operator compartment.</p> <p>Maintenance – as submitted</p>		<p>Denise Ensley</p> <p>Alan Parrish</p>

NETO-SOTO	NETO-SOTO – as submitted. Individual businesses are working to establish transportation to their facility. Van pools may be a consideration in the future.		Andy Fry Bob Nugent
Committee Reports Finance	No report		Rodd Miller
Planning	No Report		
Continuing Business Temporary Service Reduction	Rodd Miller stated that the meetings set for the public expressed consistent concerns of the morning and later evening reduction of services during peak times for those needing services to and from work. The Board would like to have Topeka Metro evaluate ridership over the first 60-90 days after fare collection begins Feb. 1. and provide an analysis of their findings relative to budgetary goals to the Board.		Rodd Miller
New Business Trash Receptacles at Shelters	Joe Ledbetter questioned the necessity of trash receptacles at every shelter and costs associated. Alan Parrish indicated that one custodian provides shelter maintenance to the 274 shelters. Without trash receptacles there is a concern the public would complain about trash in yards etc. from having a shelter/bus stop around their property area. Bob Nugent stated that a review of the amenities Topeka Metro provides is part of the Strategic Planning Topeka Metro is performing.		Joe Ledbetter
Adjourn	Chair Miller adjourned the meeting at 4:08 pm.		Rodd Miller

Respectfully Submitted –

Brenda Wilson, Board Secretary

