

## Topeka Metro Board of Director's Minutes October 18, 2021

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

Staff/Visitors	ORGANIZATION	PRESENT / ABSENT / EXCUSED
Bob Nugent, General Manager	Topeka Metro	Present
Denise Ensley, COO	Topeka Metro	Present by Zoom
Richard Appelhanz, Accountant	Topeka Metro	Present
John Cassidy, General Counsel	Topeka Metro	Present by Zoom
Andy Fry, Director of Planning	Topeka Metro	Present by Zoom
Keri Renner, Director of Marketing and Communications	Topeka Metro	Present by Zoom
Jared Culbertson, Director of Information Technology	Topeka Metro	Present by Zoom
Terri Miller, Director of Human Resources	Topeka Metro	Present by Zoom
Alan Parrish, Director of Maintenance & Facilities	Topeka Metro	Present by Zoom
Brenda Vink-Wilson, Executive Assistant	Topeka Metro	Present
No public attendees		

TOPIC	KEY DISCUSSION	RECOMMENDED ACTION / STATUS	PERSON RESPONSIBLE
Call to Order	In Chairman Bearman's absence, Vice-Chair Tummons called the meeting to order at 3:15pm.		Scott Tummons
Minutes 9.20.21	Minutes from the September 20, 2021 Board meeting were reviewed.	Motion: Jim Daniel moved and Beverly Hall seconded the motion to approve the September 20, 2021 minutes as presented. The motion was approved 6–0.	Scott Tummons
Public Comment	No public present.		Scott Tummons
Finance Committee Report	The Balance Sheet was reviewed and discussed with no issues to present.		Rodd Miller
Financial Report	An abbreviated financial report consisting of the Balance Sheet was presented. Jim Ogle requested additional financials to include upcoming procurements.	Motion: Rodd Miller moved and Jim Daniel seconded the motion to approve the September 30, 2021 balance sheet. The motion was approved 6-0.	Richard Appelhanz
Operations Report	Denise reported zero accidents. One shelter has been vandalized and another hit by a vehicle.  TMTA has not made face masks available to riders since Sept. 7. The decision to eliminate the provision of masks included the costs and waste of masks provided being repeatedly discarded or not worn with over 30,000 masks made available. The current estimated number of riders being denied service due to their lack of masks which delays service has been minimal; approximately 19 in six days.  One bus driver has retired. Several potential candidates are being interviewed.		Denise Ensley

Planning/Ridership Report	Andy reported ridership is down 46%. WU is still up the last several months since 2019 pre-Covid. Reduced fares are down by 30% pre-Covid. The BOD would like to see a comparison in fares vs. ridership before the end of the year.		Andy Fry
Maintenance Report	Alan noted we have an aging fleet of buses 10-years old. The ability to make repairs have prevented delays in routes.		Alan Parrish
QSS HVAC RFB TO-22-06	Award the HVAC maintenance contract to SAMCO.	Motion: Rodd Miller moved and Joseph Ledbetter seconded the motion to award the HVAC maintenance contract to SAMCO. The motion was approved 6-0.	Richard Appelhanz
New Business	The signed BT&Co Engagement Letter was entered into the minutes.		Scott Tummons
Executive Session			
Adjourn	The meeting was adjourned at 4:29 pm.		Scott Tummons

Respectfully Submitted,

Brenda Wilson, Board Secretary