

Meeting Minutes
CENTRAL COUNTY TRANSPORTATION AUTHORITY
KALAMAZOO COUNTY TRANSPORTATION AUTHORITY
Joint Regular Meeting
February 8, 2021

Place: Metro Administration Building, 530 N. Rose Street
Time: 11:30 A.M.
Staff Present: Sean McBride, Greg Vlietstra, Kathy Schultz, Barbara Blissett
Others Present: James Sandlin, Duryl Cook, Mike Stadel, Jeff Christensen, Richard Fuller, Earl Cox, Sr., Tami Rey, Stephanie Shaw, Laura Pennell, James VanDyken, Steve Stepek, Jermain King, Sr., Anthony Harp

"A regular meeting of the Central County Transportation Authority and the Kalamazoo County Transportation Authority was held on Monday, February 8, 2021 at 11:30 a.m. This meeting was held as an electronic meeting under the authority of Senate Bill 1246 adopted December 15, 2020, Amending the Open Meetings Act for Participation in Public Meetings."

1.) KCTA ROLL CALL

KCTA Members Present: Curtis Aardema (City of Portage), Jeff Breneman (City of Kalamazoo), Tafari Brown (Comstock Township), Dusty Farmer, (Oshtemo Township), Martin Janssen (Fulton Township), Aditya Rama (City of Kalamazoo), Tim Sloan (Oshtemo Township), Sam Urban (City of Portage); Greg Rosine, (City of Kalamazoo)

KCTA Members Absent: None

1). CCTA ROLL CALL

CCTA Members Present: Curtis Aardema (City of Portage), Rob Britigan (Comstock Township), Chris Burns (City of Portage), Dusty Farmer (Oshtemo Township), Martin Janssen (Fulton Township), Garrylee McCormick (City of Kalamazoo), Lisa Moaiery (Kalamazoo Township); Jim Pearson, (City of Portage), Randy Thompson, (Comstock Township); Greg Rosine (City of Kalamazoo)

CCTA Members Absent: Rob Bricker

A motion was made by CCTA to excuse the absence of Rob Bricker.

Motion: Farmer

Support: Britigan

Motion carried by roll call vote.

Ayes: Aardema, Breneman, Britigan, Burns, Farmer, Janssen, McCormick, Moaiery, Pearson, Thompson, Rosine

Nays: None

Absent: Bricker

2.) REQUEST FOR APPROVAL OF AGENDA

A motion was made by KCTA and CCTA for approval of the joint CCTA/KCTA meeting agenda for February 8, 2021 as amended.

Motion: Sloan/Urban

Support: Thompson/Breneman

Motion carried by roll call vote.

Ayes: Aardema, Breneman, Britigan, Brown, Burns, Farmer, Janssen, McCormick, Moaiery, Pearson, Rama, Sloan, Thompson, Urban, Rosine

Nays: None

Absent: Bricker

Prior to the motion, Chair Rosine asked that Item 3 Approve of Minutes be moved after Item 5 Update on Apple Bus.

4.) UPDATE ON KALAMAZOO TRANSPORTATION CENTER SAFETY AND SECURITY

Exec. Dir. McBride introduced guests from the Kalamazoo County Sheriff's Office who gave an overview of the services provided by their office at the Kalamazoo Transportation Center (KTC). Sheriff Fuller said Officers Stadel and Cook had bid on the dedicated positions and were doing an excellent job.

Boardmembers asked various questions on how officers were trained to deal with the challenges faced at the KTC with different types of individuals that involved issues such as mental issues, and drug abuse.

The Boards asked how it was working with other law enforcement agencies. Officer Christensen responded that officers were given deescalating training in handling these types of situations. He said the County has always worked well with other agencies to provide the best results.

5.) UPDATE ON APPLE BUS

Exec. Dir. McBride provided a brief update on Metro Connect Services giving accolades to Apple Bus for their diligence in providing a great service especially during the pandemic and introduced Stephanie Shaw and Laura Pennell from Apple Bus.

Shaw shared with the boardmembers the protocols that are followed by Apple drivers and administrative staff including disinfecting the buses daily, fogging them every two weeks and having drivers wipe the interior down after every rider. She said they are very proud with the success of the safety practices being used to stop the spread of Covid for the drivers and their passengers.

Several Boardmembers thanked Apple bus for their providing of service during the pandemic.

3.) REQUEST FOR APPROVAL OF MINUTES

A motion was made by KCTA and CCTA for approval of the joint CCTA/KCTA meeting minutes for January 11, 2021.

Motion: Sloan

Support McCormick

Motion carried by roll call vote.

Ayes: Aardema, Breneman, Bricker, Britigan, Brown, Burns, Farmer, Janssen, McCormick, Moaiery, Pearson, Rama, Sloan, Thompson, Urban
Nays: None
Absent: Bricker
Abstention: Rosine

6). CHANGE ORDER WITH SECURITY PLUS FOR THE KTC

Dep. Dir. Vlietstra spoke about the current security services provided by Security Plus at the KTC to supplement the Kalamazoo County Sheriff Officers on duty. He said originally the contract was under \$50,000 and did not need Board approval. However, this change order in the amount of \$78,000 is due to the increase in hours from February through October because: 1) No Kalamazoo Public Safety Officers presence until the transition to the Kalamazoo County Sheriff Officers started their contract; 2) Dedicating one of the security guards to the KTC main entrance for monitoring safety precautions relative to its reopening in January.

Dep. Dir. Vlietstra indicated this was the third year in a three-year contract with the option to renew and that it would be coming back to the Boards in June for their consideration.

A motion was made by KCTA and CCTA to approve a Change Order with Security Plus in the amount of \$78,000 and authorize the Executive Director to execute all necessary documents.

Motion: Britigan Support: McCormick

Motion carried by roll call vote.

Ayes: Aardema, Breneman, Britigan, Brown, Burns, Farmer, Janssen, McCormick, Moaiery, Pearson, Rama, Sloan, Thompson, Urban, Rosine
Nays: None
Absent: Bricker

7). BRONSON BUS2WORK PROGRAM

Kathy Schultz updated the Boards on the Bronson Bus2Work Program which has been operating since June 2016. She said the program has been a success with over 49,000 rides recorded through April 2020. Schultz stated the collection of fares has been suspended since March 20 but will resume when safe during this Covid season.

Schultz said this agreement would be in effect from February 1, 2021 through January 31, 2022. She said at the request of Bronson, Metro is working on applying the pass program as an app on their phones similar to Token Transit.

A motion was made by KCTA and CCTA to approve an agreement with Bronson Healthcare Group for the Bronson Bus2Work Program for the period February 1, 2021 through January 31, 2022 and authorize the Executive Director to execute all necessary documents.

Motion: Britigan Support: McCormick

Motion carried by roll call vote.

Ayes: Aardema, Breneman, Britigan, Brown, Burns, Farmer, Janssen, McCormick, Moaiery, Pearson, Rama, Sloan, Thompson, Urban, Rosine
Nays: None
Absent: Bricker

8.) KCTA POLICIES UPDATE

Exec. Dir. McBride gave a history of the 36 KCTA Board policies which began in 2007. He said that when CCTA was incorporated in 2014, it adopted 11 policies that were significant to its operation. Since 2015, the CCTA and KCTA have been meeting jointly with much success. Exec. Dir. McBride suggested now it was time to update all the policies to have one joint set of policies.

Exec. Dir. McBride indicated that he would have staff review both sets of policies and eliminate the KCTA obsolete policies and for CCTA to adopt several policies to align with KCTA. He said some of the policies that would be introduced to the CCTA would be "Soliciting Public Comment Prior to Fare Increase/Service Decrease" and "Record Retention."

Exec. Dir. McBride provided a tentative timeline for these actions to take place beginning in April.

Janssen requested that review of all Board policies be done on a yearly basis.

9.) CCTA/KCTA BOARD CALENDAR FOR UPCOMING ACTION ITEMS

Exec. Dir. McBride presented a CCTA/KCTA Board Calendar for Upcoming Action Items. He said this would give the Boards an idea of future items that would require action on their part and help them to prepare. He said the plan was to present this calendar at the beginning of October each year.

10.) EXECUTIVE DIRECTOR REPORT

Exec. Dir. McBride provided information on the following topics:

- COVID-19 and Service Update
- Adding additional days for access to the KTC
- Human Resources

Attached to the minutes is the summary memo provided to the Boards.

8.) SUBCOMMITTEE REPORTS

Executive Committee – Chair Rosine reported the committee met to discuss the current agenda,

Finance Subcommittee (joint with KCTA) – No meeting.

Outreach Subcommittee (joint with KCTA) – No meeting.

Pension Board – No meeting.

KATS Policy Committee – No meeting.

Millage Subcommittee – Urban reported that discussion took place on several topics concerning the millage including whether to ask to replace the current millage, connect community leaders for support of the millage and how to reach out to the public with information about the millage.

Local Advisory Committee (LAC)

Exec. Dir. McBride presented a recommendation from the LAC for the reappointment of Sharon DeHaan to another three-year term. He said she has served on the committee for three years and is eligible to serve for two additional terms.

A motion was made by KCTA and CCTA to approve the reappointment of Sharon DeHaan to the LAC for another three-year term expiring in 2023.

Motion: Sloan Support: Farmer

Motion carried by roll call vote.

Ayes: Aardema, Breneman, Britigan, Brown, Burns, Farmer, Janssen, McCormick, Moaiery, Pearson, Rama, Sloan, Thompson, Urban, Rosine

Nays: None

Absent: Bricker

8.) COMMUNICATIONS – None

9.) CHAIRPERSONS REPORT —Chair Rosine thanked the Kalamazoo County Sheriff's Office and Apple Bus representatives for attending the meeting and providing valuable information.

10.) PUBLIC COMMENT – Earl Cox Sr. asked, as a bus driver, that it be conveyed to the Bronson employees that they need to present their employee ID along with the pass when riding the bus. He said many of the bus drivers have experienced resistance when asking for this identification.

11.) MEMBERS TIME

Burns shared that the Portage City Council will be considering a resolution related to climate change and city has been asked to see how public transit can help with emissions control in the City of Portage.

Janssen noted the Nominating Committee would be meeting to finalize a recommendation for Board officers at the March meeting.

Britigan welcomed Boardmember Moaiery to the CCTA and he commented on the collaboration between the County Sheriff's Office and Security Plus to provide much needed security at the KTC and hoped it would continue.

Urban invited volunteers to help with the Millage Campaign Committee.

Farmer gave kudos to Kathy Schultz for her input at a recent Oshtemo Zoning Committee Meeting regarding a request from Maple Hill Mall owners to place a loading dock on the east side of the mall which would have required relocating the transfer point for two routes. The request was denied by the Zoning Committee.

12.) ADJOURNMENT

A motion was made by KCTA and CCTA to adjourn the CCTA/KCTA meeting.

Motion: Janssen

Support: Aardema


Motion carried by roll call vote.

Ayes: Aardema, Breneman, Britigan, Brown, Burns, Farmer, Janssen, McCormick, Moaiery, Pearson, Rama, Sloan, Thompson, Urban, Rosine

Nays: None

Absent: Bricker

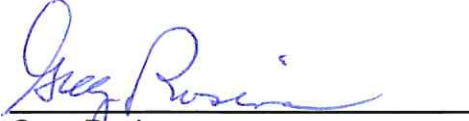
The meeting adjourned at 12:55 P.M.



Greg Rosine
CCTA Chairperson



Barbara Blissett
CCTA Clerk



Greg Rosine
KCTA Chairperson



Barbara Blissett
KCTA Clerk