

Meeting Minutes
CENTRAL COUNTY TRANSPORTATION AUTHORITY
KALAMAZOO COUNTY TRANSPORTATION AUTHORITY
Joint Regular Meeting
January 11, 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: Earl Cox, Hunter Dean, Jermaine King

“A regular meeting of the Central County Transportation Authority and the Kalamazoo County Transportation Authority was held on Monday, January 11, 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), Martin Janssen (City of Grand Rapids), Aditya Rama (City of Kalamazoo), Tim Sloan (Village of Bloomingdale), Sam Urban (City Portage)

KCTA Members Absent: Greg Rosine, Dusty Farmer

A motion was made by KCTA to excuse the absence of Dusty Farmer and Greg Rosine.

Motion: Urban Support: Sloan

Motion carried by roll call vote.

Ayes: Aardema, Breneman, Brown, Janssen, Rama, Sloan, Urban

Nays: None

Absent: Farmer, Rosine

1). CCTA ROLL CALL

CCTA Members Present: Curtis Aardema (City of Portage), Rob Bricker (Cooper Township), Rob Britigan (Comstock Township), Chris Burns (City of Portage), Martin Janssen (City of Grand Rapids), Garrylee McCormick (City of Kalamazoo), Jim Pearson, (City of Portage), Randy Thompson, (Comstock Township)

CCTA Members Absent: Dusty Farmer, Nicolette Leigh, Greg Rosine

A motion was made by CCTA to excuse the absence of Dusty Farmer and Greg Rosine.

Motion: Britigan Support: Janssen

Motion carried by roll call vote.

2.) REQUEST FOR APPROVAL OF AGENDA

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

Motion: Sloan/Urban

Support: Thompson/Breneman

Motion carried by roll call vote.

Ayes: Aardema, Breneman, Bricker, Britigan, Brown, Burns, Janssen, McCormick, Pearson, Rama, Sloan, Thompson, Urban

Nays: None

Absent: Farmer, Leigh, Rosine

3.) REQUEST FOR APPROVAL OF MINUTES

A motion was made by KCTA and CCTA for approval of the joint CCTA/KCTA meeting minutes for December 14, 2020.

Motion: Aardema/Britigan

Support: Sloan/Thompson

Motion carried by roll call vote.

Ayes: Aardema, Breneman, Bricker, Britigan, Brown, Burns, Janssen, McCormick, Pearson, Rama, Sloan, Thompson, Urban

Nays: None

Absent: Farmer, Leigh, Rosine

4.) CCTA/KCTA BOARD MEETING REMOTE ATTENDANCE POLICY 2.02.00 AMENDMENT

Exec. Dir. McBride briefly reviewed for the Boards the process to be followed for the updated and amended CCTA and KCTA Policy 2.02.00 regarding Board Meeting Remote Attendance. He said since the onset of COVID-19 the amended PA 288 has three different reasons and criteria that are allowed for remote attendance:

- I. Military Duty.
- II. A medical condition. "Medical Condition" means an illness, injury, disability, or other health-related condition.
- III. A statewide or local state of emergency or state of disaster declared pursuant to law or charter by the governor, a local official or local governing body, that would risk the personal health or safety of members of the public or the public body if the meeting were held in person.

Exec. Dir. McBride stated that the Boards had reviewed the policy at the December 14th meeting and preliminarily approved its adoption.

Exec. Dir. McBride said that considering the current status of COVID-19, it is recommended that the Boards approve this policy change that allows continued utilization of remote Zoom meetings.

A motion was made by KCTA and CCTA for final adoption of the amended CCTA/KCTA Policy 2.02.00 Board Meeting Remote Attendance Policy.

Motion: Urban/Burns

Support: Breneman/Thompson

Motion carried by roll call vote.

Ayes: Aardema, Breneman, Bricker, Britigan, Brown, Burns, Janssen, McCormick, Pearson, Rama, Sloan, Thompson, Urban

Nays: None

Absent: Farmer, Leigh, Rosine

Prior to the motion, Bricker inquired that when in person meetings resume, would there still have to be a roll call vote if a boardmember was participating remotely. Exec. Dir. McBride stated he would refer the question to legal counsel for an opinion.

5. APPOINT NOMINATING COMMITTEE FOR CCTA/KCTA BOARDS

Vice-Chair Janssen summarized the process for appointing new Board leadership and said the Executive Committee was recommending the appointment of a Nominating Committee to seek individuals for the Boards' Chair and Vice-Chair positions and present them at the March 8th Annual meeting.

The Executive Committee recommends the CCTA Nominating Committee shall consist of Curtis Aardema, Chris Burns, Dusty Farmer, Martin Janssen.

The Executive Committee recommends the KCTA Nominating Committee shall consist of: Curtis Aardema, Dusty Farmer, Martin Janssen, Aditya Rama.

A motion was made by KCTA and CCTA to approve a Nominating Committee for the purpose of recommending Board Chairs and Vice-Chairs.

*Motion: Urban/Britigan Support: Sloan/Thompson
Motion carried by roll call vote.*

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

6.) KCTA MILLAGE UPDATE

Exec. Dir. McBride shared the proposed timeline for preparing for finalizing ballot language for the 2021 KCTA millage election to take place on November 2, 2021. He said the current 0.3415 mils KCTA millage is from 2017 through 2021 and has generated approximately \$2.7 million in 2019.

Exec. Dir. McBride indicated the Boards would have to determine three items related to the millage request and provided a timeline of events needed to take place prior to the election:

1. When to conduct the election – November 2, 2021
2. Amount of millage levy to request – To be determined
3. Duration of the millage levy – To be determined

Exec. Dir. McBride noted that as part of the preparation for the millage request, he would be doing cost projections related to COVID-19 and using the Finance, Outreach and Millage Subcommittees. He said boardmember Urban would be chairing the Millage Subcommittee and begin meeting in the near future.

7.) EXECUTIVE DIRECTOR REPORT

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

- COVID-19 and Service Update
- New Vehicles

- Human Resources
- KTC Security

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

Aardema inquired about the timing to return to having Sunday service since it was a valuable asset to the community. Exec. Dir. McBride shared that it was definitely a priority goal but at the present time it was a staffing issue that doesn't offer enough coverage to handle the extra day. He said interviews were being held and hoped to fill several positions soon that will allow for further expansion of service.

In response to a question from the Board regarding the availability of the COVID-19 vaccine to Metro employees, he said that it was something that is directed by the Kalamazoo County Community Health Department. He said even though the vaccine is produced in Portage the vaccine is first allocated at a State level then at a local level. Exec. Dir. McBride stated he was in constant communication with the Kalamazoo County Community Health Department to keep apprised of the potential dates that Metro employees would be able to receive the vaccine.

Janssen asked how the ridership counts were being conducted. Exec. Dir. McBride stated the buses were equipped with infra-red cameras (Automated Passenger Counters) at the doors that provided passenger counts.

8.) SUBCOMMITTEE REPORTS

Executive Committee – Vice-Chair Janssen 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 – Aardema reported on various projects.

Local Advisory Committee (LAC) – No meeting.

Millage Subcommittee – No meeting.

8.) COMMUNICATIONS – None

9.) CHAIRPERSONS REPORT – Vice-Chair Janssen thanked staff for their service to the community especially during this COVID-19 experience and complimented the publication of Headway as very informational.

10.) PUBLIC COMMENT – Hunter Dean commented that he had not been riding the buses lately but was hoping to begin again soon.

Jermaine King thanked Exec. Dir. McBride for his communications with the Amalgamated Transit Union (ATU) and keeping everyone apprised of any COVID-19 updates. He asked about the Family Medical Leave Act (FMLA) and the fact that situations the drivers were experiencing benefits running out and their families still experiencing the need for at least one parent at home.

