

**TOMPKINS CONSOLIDATED AREA TRANSIT, INC.
BOARD OF DIRECTORS MEETING**

Thursday, August 25, 2016
4:00 PM TCAT Conference Room
737 Willow Avenue, Ithaca, NY

Attendees: B. Gray, B. Brady, J. Gutenberger, D. Howe,
D. Klein, D. Nguyen, F. Proto, P. Stein

S. Brock, R. Andrascik, A. Eccleston, N. Oltz, P. Poist,
R. Lalley, J. Caco, S. Persons/Recording Secretary

Also Attended: F. Howells

Agenda

I. Call to Order

B. Gray called the meeting to order at 4:05 PM, and welcomed everyone to the August 25, 2016 TCAT, Inc. Board of Directors Meeting.

II. Board Member Items

There were no board member items.

III. Public Comment

There was no one present that had a public comment.

IV. Approval of the minutes from July 28, 2016 Board of Directors Meeting

The motion to approve the minutes from July 28, 2016 Board of Directors Meeting was made by P. Stein, seconded by D. Howe. The motion to approve the minutes passed unanimously.

V. Chairperson's Report

B. Gray stated he would start with the minutes from the last meeting there was quite a bit of input in that up to and including all the board members received a set of complaints and information. That material was referred on to the HR Committee and J. Dotson is not here so we won't get a complete report, but that information is being looked at and there are a number of other HR items in orbit around these kinds of things that we'll hear about, including the work shift survey, the employee satisfaction survey, some committee work that is going on related to that. The one thing though that I thought was kind of disturbing to me as an engineer were comments about the buses being detuned and since you don't detune a bus you tune a bus A. Eccleston was sent off to look into that issue and she has indicated to me that J. Caco the maintenance manager will be here a little later to tell us what was going on, what the buses are doing and what that issue is and at some level trying to find out what the rumor was about and supplying enough information so that people know. He stated the agenda he referred to as being light, there are no agenda items but that doesn't mean that there is nothing going on, there is actually quite a bit probably one of the very important items is the GM search. He asked for an update from F. Proto.

F. Proto stated the GM Search Committee has met several times, we have conducted several rounds of telephone interviews and we've had several rounds of skype interviews. We have had nine candidates that we have discussed and met with in one way or another. The committee has invited one individual for a face to face meeting with the three teams that we have set up. One team is comprised of TCAT staff, one team is comprised

of the Board of Directors and one team is comprised of community members. The individual is arriving on September 14th and will be here for the interviews all day on the 15th and then on the 16th we are going to conduct a tour of the facility and wrap up. He stated we have not closed the process because we have not hired anybody and the search committee has agreed that we should keep the advertising going. Discussion followed.

VI. Committee Reports

- **Executive Committee**

B. Gray reported that the Executive Committee met on August 9, 2016 and discussed strategic planning to include the local funders, TCAT/Cornell MOU, Annual draft budget meeting on July 29th and next steps, fall service status update and recruitment efforts, AVAIL ITS project update and GM search committee update.

- **Budget Committee**

D. Howe reported that the Budget Committee met on August 16, 2016 and discussed the Revenue Expenditure Report July 31, 2016, Fuel Report, Marriott Downtown Fare Discussion, 2017 Budget Presentation review.

- **Transit Service Committee**

B. Brady reported that the Transit Services Committee met on August 9, 2016 and discussed the ITS project update, overview of service changes for Fall 2016, What's a bus stop project update, student orientation downtown, Labor Day service, County health department request to serve facility at Brown Road.

- **Human Resources Committee**

B. Brady reported that the Human Resources Committee met on August 8, 2016 and discussed the work shift survey results, draft results for the employee satisfaction survey and next steps, current headcount, hires, separations, retention rate, and current recruitment efforts for bus operators and mechanics.

- **Planning Committee**

J. Gutenberger reported that the Planning Committee did not meet and stated that the staff will be looking at the alternatives that were laid out to us and we wanted to do that before we look at the price of each alternative. A. Eccleston reported that the staff did meet today and we also have received the second tech memo and we reviewed that, we are in the process of doing that and the Planning Committee should meet soon.

VII. General Manager's Report

A. Eccleston reported that the fall service went out on Sunday August 21st, we were able to get through all the bidding and got the work assignments out and started our new fall service, it is full service, we are still a little resource constrained because even though we were able to get operators, we have a lot of outages for disabilities that really hit us hard. We are continuing strong recruitment efforts and we are starting another class in September and we do have a couple people that are going to be wrapping up training in a few weeks to supplement our work force. She stated she wanted to acknowledge the extreme hard work and the stress of getting this service out that this team has put forth and certainly thanks to all the operators and maintenance that help us to get to where we are today, she stated she wanted to acknowledge everybody for those efforts.

A. Eccleston reported that she asked J. Caco Maintenance Manager, to come in this evening to talk a little about maintenance and also talk about the concerns that were brought up at the last board meeting relative to the buses.

J. Caco stated the first rumor is detuning the engines, which is a rumor that has gotten out of hand. He stated he is trying to get the Cummins codes so he can speed limit the buses. Right now some of the 1100, 1500 and 1600 buses are all able to accelerate into the 80's. With the tires only speed limited to 55 mph that puts the bus in an unsafe condition so in looking out for our ridership and for TCAT we want to try to limit the top end of the speed on the bus, not the actual top end of the bus, not the actual acceleration, the 0-10, 0-20 those are at the specified requirements. He stated the bus is expected to accelerate at a certain rate without exceeding that so that you don't throw passengers out of balance by accelerating too fast. In order for TCAT to change any of that which is what the rumors were talking about, by detuning the engine we would have to go to Cummins and buy credits and TCAT would have to write a check and it would have to be approved of why we are doing that because it would also affect the emissions. He stated what we are looking to do to the buses as far as speed is to limit the top end to 60 MPH. Discussion followed.

A. Eccleston reported that the Employee Satisfaction Survey Committee which is made up of four bargaining unit members and four management members will meet next week to review the results as a team and we will pick out three focus topics to discuss areas for improvement. Discussion followed.

VIII. Next meeting

B. Gray announced the next meeting date of September 22, 2016.

IX. Executive Session

B. Gray asked for a motion to enter into executive session to discuss the Gallegos litigation. The motion was made by F. Proto; seconded by B. Brady. The motion passed. The Board entered into Executive Session at 5:33 PM. The Board arose from Executive Session at 5:55 PM.

B. Gray asked for a motion to enter into executive session to discuss personnel matters. The motion was made by F. Proto; seconded by D. Nguyen. The motion passed. The Board entered into Executive Session at 5:56 PM. The Board arose from Executive Session at 6:02 PM.

X. Adjournment

The motion to adjourn the meeting was made by F. Proto; and seconded by B. Brady. The meeting adjourned at 6:02 PM.