

Tompkins Consolidated Area Transit, Inc.

Meeting of the Board of Directors

February 23, 2023 | 4:00pm via Zoom

Attendees

Board Members: Denise Thompson; Kelley Cooper; Deborah Dawson; Lisa Holmes; Laura Lewis; Ducson Nguyen; Frank Proto; Gary Stewart

Absent: Jennifer Dotson

TCAT Staff: Erik Amos; Susan Brock; Erinn Brainard; Gian Fountain; Taylor Hessler; Doug Jensen; Curt Parrish; Patty Poist; Gina Lord; Phil Smith; Scot Vanderpool; Chris Westling

Public Attendees: Robert Lynch; Bridgette Brady; Jimmy Jordan

Call to Order

Chair D. Thompson called the meeting to order at 4:01pm.

Board Member Items

There were no Board Member items.

Public Comment

There was no public comment.

Chair's Report

Chair Thompson brought forward some agenda items she will implement in future meetings to expand the breadth of information shared to the Board. She thanked all the board members for their continued support and serving on the board for the goodwill of TCAT. She invited board members to attend the various committee meetings, even beyond their assigned committees, wherever they could lend some information or insight. She wants each of the Board members to take the Gallup strengths survey and have a workshop to discuss the strengths and how to best apply them to support TCAT. Chair Thompson encouraged the Board members to go speak with and listen to their respective constituents, community members, and riders and bring back some themes/ideas for TCAT and the Board to keep in mind while addressing the staffing shortages and restoration of service. During the Chair's report she will also ask P. Poist for updates from the Rider's Advisory Committee and F. Proto for updates from the ITCTC as he is a voting member of the Planning Committee.

GM Report

General Manager S. Vanderpool delivered the January 2023 Systems report. Ridership in 2023 started out with a 31% increase in ridership over January of 2022, although the increase is attributed to the delayed start of Cornell classes in 2022. As far as pre-pandemic service, Jan 2023 is only 43% of 2019's numbers. Preventative maintenance is at 59% for January, but with the addition of a few more mechanics, TCAT is hoping the number will improve. There were only 3 collisions/incidents in January 2023, no injuries. January HR statistics saw 59 FT bus operators, the goal is to get to 70 by Fall of 2023. Marketing and Communications worked on press releases and ride guides. IT projects include updates

for MIP and Maximo. L. Lewis asks for timeframes for future IT projects and anticipated completion projections.

Other updates that GM Vanderpool mentioned were TCAT staff working on a written plan for restoration of service, an administrative plan for position replacements and redefining roles. The HR Committee will play an important role in helping TCAT staff develop this. He also said TCAT and the County are working on a new Third Party Lease and Service Agreement for capital equipment owned by the County. Per TCAT's contract signing/approval policy, neither he nor S. Brock think the new Agreement needs Board approval, but he will send it to any Board members who request to see it.

Chair Thompson moved on to action items. She proposed some changes to the Committee assignments, after some discussion she wants to move D. Dawson and K. Cooper to the Budget Committee, with J. Dotson remaining as chair. F. Proto would be removed from the Budget Committee and transfer to the Audit Committee, and Chair the committee in place of D. Dawson, and D. Thompson would leave the Budget Committee and join the Planning Committee. She believes that D. Dawson and K. Cooper have great talents that would aid J. Ellis-Grove with the Budget and moving TCAT forward. L. Lewis motions to accept this change, and L. Holmes seconds. The Board accepts these changes with a vote of 8-0-0.

L. Lewis notes that all Board members are welcome to attend any of the committee meetings, and welcomes any to attend the Transit Service Committee, which she chairs.

Committee Reports

Executive Committee – The Executive Committee met February 15, and D. Thompson informs the Board of the ratification of the UAW Contract, that was also passed by the Board on February 15. She thanks everyone from both TCAT and the UAW that came together to make it successful. S. Vanderpool discusses 'The State of TCAT'. S. Vanderpool said he is confident in our staff; D. Allen as head of operations; the fleet manager position has been interviewed for and an offer should be made soon; contracted help, including the fleet maintenance manager from Centro. The next steps overall are to work towards better stability and continued work towards services levels from 2019. The plan is to move in a gradual direction and the bus operator aspect is critical; 70+ operators is the goal for Fall 2023. The farebox situation is also crucial for success, staying on time to replace the fareboxes beginning July to get data collection going again.

Human Resources Committee – The HR Committee met on February 16 and discussed open positions, recruiting, new hires and leave management. An announcement was also made about the new labor law that affects sick leave requirements. Point systems can no longer be used to track absences that are classified as protected under the new law.

Transit Service Committee – The Transit Service Committee changed its monthly meeting date to the second Monday of each month at 2pm. The committee met on February 8 and discussed the recovery plan for 2023 service and farebox updates. E. Amos added, in a nutshell they are in the process of planning for fall and summer. The plan for summer is to have similar service hours for the number of buses and operators we currently have. They will be doing an assessment in April/May to make sure we are on track for the service that we are aiming for in fall. The installation period for the fareboxes is set for July.

Audit Committee – The Audit Committee did not meet.

Planning Committee – The Planning Committee did not meet.

Budget Committee – The Budget Committee did not meet in February.

Next Meeting

The next regular meeting will be March 23, 2023.

Executive Session

There was no executive session.

Adjournment

The meeting adjourned at 4:58pm. Moved by D. Dawson, seconded by L. Holmes.

Minutes respectfully submitted by Taylor Hessler, Recording Secretary, December 7, 2023.