

Tompkins Consolidated Area Transit, Inc.

Meeting of the Board of Directors

April 28, 2022 | 4:00pm via Zoom

Attendees

Board Members: Bridgette Brady; Jennifer Dotson; Lisa Holmes; Laura Lewis; Ducson Nguyen; Frank Proto; Gary Stewart; Denise Thompson

Absent: Dan Klein

TCAT Staff: Susan Brock; Taylor Hessler; Julie Ellis-Grove; Gian Fountain; Colleen Marsh; Patty Poist; Megan Pulver; Madlyn Schafer; Phil Smith; Mike Smith; Matt Yarrow; Nate Wells; Frank Howells

Call to Order

Chair L. Lewis called the meeting to order at 4:01 pm.

Board Member Items

There were no Board Member items.

Public Comment

There was no one present who had a public comment.

Approval of minutes

The minutes from the March 24, 2022 meeting was moved by B. Brady, second by D. Thompson. The minutes were approved unanimously 7-0-0. F. Proto had not yet joined the meeting.

Chair's Report

L. Lewis delivered the chair's report and started off by thanking TCAT for its involvement at the celebration of Electric Vehicles that was held at Cass Park on April 23. L. Lewis informed the Board that there had been a meeting of the Transportation Agreement underwriters and the conversation was started about any updates or revisions any of the underwriters wish to see in the new Transportation Agreement. The current agreement is due to expire October 9, 2022. There was also a meeting to discuss the Cornell MOU, which is set to expire at the end of June.

GM Report

Systems Report

In S. Vanderpool's absence, Assistant General Manager, M. Smith, presented the March systems report. He noted that ridership is continuing on an upward trend as expected. There was a significant decrease in missed trips in March compared to previous months. The cost of fuel is significantly increasing and is expected to rise throughout April. There were only 3 collisions, which mainly occurred on College Ave., where narrow roads are an issue. HR continues its recruiting efforts and there are 4 operators currently in training, since April 4. The Marketing and Communications team has worked on Title VI policy updates and integrating Swiftly more, which is a transit data platform. The IT department continued its work on the IT Roadmap and also ongoing focus on cybersecurity.

M. Smith also discussed the emergency run cuts that were in effect April 28 and 29. There were 15 pieces of work that needed to be filled due to drivers calling out and the service development team was able to reduce service without having to cut any runs altogether. They also did their best to match up the necessary changes with operators' schedules instead of completely rearranging them for the two days.

Action Items

There were no action items at this meeting.

Discussion Items

L. Lewis wanted to highlight all of the work that M. Yarrow and M. Pulver did to pull together a public input session at Coltivare, on April 14, for improving transportation options for underserved communities. It was a hybrid meeting with about 40 attendees.

Committee Report

- **Executive Committee** – The Executive Committee met April 20, and discussed mask mandate updates, Cornell MOU, the FreeRyde program that will be implemented May 29, which is also the beginning of Summer Service.
- **Audit Committee** – The Audit Committee did not meet, but J. Ellis-Grove informed the Board that the Audit will be starting around June 6, 2022.
- **Budget Committee** – The Budget Committee met on April 26. B. Brady and J. Ellis-Grove presented a quarterly budget report, that encompassed January-March 2022. Some factors that are affecting the budget greatly are fuel prices and wages/salaries being higher than normal. L. Holmes asked whether or not TCAT has seen any cost savings from the acquisition of electric buses. M. Smith responded that the electric buses cost about \$0.14/mile and the diesel buses vary from \$0.22-0.55/mile, but the insurance is also higher for electric buses. It was also noted that due to the FreeRyde program, that STOA funding is expected to increase to offset the cost of the younger riders.
- **Human Resource** – The Human Resource Committee met on April 21 and discussed future recruiting efforts including advertising and virtual job fairs, promotional items through the Ithaca Voice.
- **Transit Service Committee** – The Transit Service Committee met April 13, and discussed NTD/Service notes, Summer Service update, Fall Service and beyond, Electric Mobility Grant, Geography discussion, Youth Fare Program, TDP, Cornell circulators/survey

Next Meeting

The next Board meeting will be May 26, 2022.

Executive Session

D. Nguyen made a motion to enter Executive Session to discuss Contract Negotiations, seconded by F. Proto. Approved 8-0-0. The Board entered Executive Session at 5:00pm.

G. Stewart left the meeting during the Executive Session. The Board came out of Executive Session at 6:31 pm (motion by B. Brady, second by D. Nguyen, vote 7-0-0).

Adjournment

Chair Lewis adjourned the meeting at 6:32pm, motion by B. Brady, seconded by D. Nguyen.

Minutes respectfully submitted by Taylor Hessler, Recording Secretary, May 26, 2022.