

MINUTES OF THE
CAPITAL AREA TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING via ZOOM

WEDNESDAY, JANUARY 20, 2021; 4:00 P.M.

PRESENT: Nathan Triplett, Chair
Dusty Fancher, Vice Chair
Shanna Draheim, Secretary/Treasurer
Doug Lecato
Mark Grebner
Robin Lewis
Derek Melot
Jennie Gies
Jack Schmitt
Dion'trae Hayes
John Prush
Phil Deschaine

CALL TO ORDER:

Nathan Triplett, Chair called meeting to order at 4:00 p.m.

ROLL CALL: All present.

Chair Triplett instructed all participants on the Zoom meeting format in accordance with the authority of Public Act 254, 2020.

CORRESPONDENCE TO THE BOARD AND PUBLIC COMMENTS

Correspondence to the Board

Chair Triplett stated that there was one (1) email from Renee Richmond that was sent to the Board.

Public Comments

None

CHAIR'S COMMENTS:

Chair Triplett welcomed new Board member Phil Deschaine.

Phil Deschaine stated that he has been the Meridian Township Treasurer for the past four (4) years and worked with CATA on the Meridian Township Transportation Commission also known as the CATA Redi-Ride Committee. Mr. Deschaine is a frequent CATA bus rider and looks forward to being part of the CATA Board.

Each Board member introduced themselves and welcomed Phil Deschaine to the Board.

Chair Triplett announced the available 2021 Board Committee assignments.

Any Board member interested in being on a committee was instructed to contact Chair Triplett after the Board meeting.

Phil Deschaine inquired about the purpose of the Nominating Committee.

Chair Triplett stated that the Nominating Committee nominates officers to the Board.

CHIEF EXECUTIVE OFFICER'S REPORT

Bradley Funkhouser welcomed Phil Deschaine to the Board.

Coronavirus Response & Relief Supplemental Appropriations Act (CRRSAA)

This new 2021 grant consists of \$16.4 million in federal aid. One certification requirement is that no furloughs or layoffs have been implemented. CATA has been fortunate to have not had any furloughs or layoffs, therefore; were eligible for this grant right away. More information will be presented at the March retreat.

Bradley Funkhouser reported that the Board should expect a decline in operating assistance from the State of Michigan. CATA is preparing for the loss and taking precautions to preserve jobs.

Ingham County Health Department (ICHD)

CATA continues to meet on a regular basis with the ICHD to assist in vaccine distribution needs. Several weeks ago, CATA was able to provide assistance to the Veterans Affairs Office to ensure that veterans were able to have their service needs met. On Friday, CATA will meet with two (2) other transportation directors from Eaton and Clinton County along with three (3) health officials. This meeting is to bridge county lines and provide transportation service to vaccination facilities at all times. CATA is committed to help those in need and use the money received from the CARES and CRRSAA Act responsibly.

Union

The Family Medical Leave Act (FMLA) expired in December 2020. CATA, along with Union support, have decided to extend this policy on a monthly basis for all CATA employees.

Martin Luther King Jr. Holiday

Bradley Funkhouser recognized Martin Luther King Jr. Day. He then deferred to Director of Human Resources, Marshea Brown for a DEI Task Force report.

Diversity, Equity & Inclusion (DEI)

Marshea Brown stated that at both the November and December DEI meetings, participating members put together a strategic worksheet action plan identifying goals and objectives that will be recommended for CATA's FY 2021/2022 Strategic Plan. CATA directors were asked to discuss the DEI plan with their reporting managers, supervisors and employees. Everyone, including Union leadership, was given the opportunity to provide feedback which is due back by February 9, 2021.

In order to maximize attendance, the DEI committee has created a 12 month schedule with rotating days and times. The new schedule will enable employees working different shifts the opportunity to attend meetings. The next meeting will take place on Tuesday, February 9th at noon with guest speaker Lori Adams Simon, Manager of DEI and Civil Rights Officer at Sparrow Hospital. Also, in February, Marketing will post a newsletter and blog on CATA's website celebrating Black History Month. The site will be available for CATA employees as well as the general public.

Shanna Draheim inquired about mobile vaccinations sites and whether certain days/times can be set aside for the sole purpose of getting to and from vaccination facilities.

Bradley Funkhouser replied that both options have been explored. CATA is working with the ICHD and neighboring counties to provide transportation to vaccination sites. CATA has already transported various group homes to vaccination facilities and will continue to follow protocols in accordance with the ICHD.

Doug Lecato inquired about the DEI meetings being open to the public and sharing the strategic plan.

Marshea Brown stated that DEI meetings are offered to CATA employees and the schedule can be provided to Board members.

Bradley Funkhouser stated that the strategic plan will be available to Board members once it is completed.

Robin Lewis thanked Bradley Funkhouser and the Union for the protocols that have been implemented at CATA regarding COVID-19. She commended CATA on their caring attitude along with being fiscally responsible.

Phil Deschaine inquired about CATA employees receiving the vaccine.

Bradley Funkhouser stated that due to health privacy laws, CATA employees will not be tracked nor forced into receiving vaccines, however; he will be speaking to the Union about issuing incentives to receive the vaccine. CATA will also need to check with legal before any tracking or monitoring can be recorded.

Phil Deschaine stated that he understood the complexity of the vaccine situation and that Meridian Township shared a similar scenario.

PROPOSED CONSENT AGENDA

- A. APPROVAL OF MINUTES OF DECEMBER 16, 2020, BOARD MEETING

B. APPROVAL OF TREASURER'S REPORT FOR NOVEMBER 2020

1. Interim Income Statement
2. Cash Summary
3. Investments
4. Fifth Third Investment Account Reconciliation

C. INFORMATION TECHNOLOGY CONSULTING SERVICES UPDATE

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute a contract with Swiftly, to provide the Swiftly Insight and TransitTime modules in the total amount of \$435,400 over the course of three (3) years beginning in January 2019.

MOTION:

Doug Lecato motioned to approve the Consent Agenda and Jennie Gies supported the motion.

ROLL CALL VOTE: The motion carried unanimously.

OLD BUSINESS:

None

NEW BUSINESS:

None

PUBLIC COMMENT:

Deb Parrish thanked the Board for letting her comment and looks forward to reading the CEO's report in the minutes.

EXECUTIVE SESSION REGARDING UNION LABOR AGREEMENT NEGOTIATIONS

PROPOSED MOTION: That this Board meeting go into closed session, pursuant to MCL 15.268(c), for a strategy session in connection with negotiation of a collective bargaining agreement with the Union, ATU, Division 1039, and that following such closed session, this Board meeting return to open session for completion of the Agenda.

MOTION:

Dusty Fancher motioned to go into closed session and Robin Lewis supported the motion.

ROLL CALL VOTE: The motion carried unanimously.

ADJOURNMENT

There was no further business Chair Triplett adjourned meeting at 4:49 p.m.

Respectfully Submitted,

Shanna Draheim
Secretary/Treasurer

Tina Orlando
Recording Secretary