

CAPITAL AREA TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS MEETING via ZOOM

WEDNESDAY, JUNE 16, 2021; 4:00 P.M.

AGENDA

- I. CALL TO ORDER
- II. PUBLIC COMMENTS & CORRESPONDENCE TO THE BOARD
- III. CHAIR'S COMMENTS
- IV. CHIEF EXECUTIVE OFFICER'S REPORT
- V. ACTION ITEMS – PROPOSED CONSENT AGENDA
  - A. APPROVAL OF MINUTES OF MAY 19, 2021, BOARD MEETING
  - B. APPROVAL OF TREASURER'S REPORT FOR APRIL 2021
    - 1. Interim Income Statement
    - 2. Cash Summary
    - 3. Investments
    - 4. Fifth Third Investment Account Reconciliation
  - C. APPROVAL OF THE SEVENTH AMENDMENT TO MICHIGAN STATE UNIVERSITY CONTRACTED TRANSPORTATION SERVICES AGREEMENT
    - PROPOSED MOTION:** That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute the Seventh Amendment to the MSU Contracted Transportation Services Agreement, on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.
- VI. ACTION ITEM - DISCUSSION AGENDA
- VII. OLD BUSINESS
  - VI. NEW BUSINESS
- VII. PUBLIC COMMENT
- VIII. 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.

IX. ADJOURNMENT

**CORRESPONDENCE TO THE BOARD**

**June 16, 2021**

- |    |                             |              |
|----|-----------------------------|--------------|
| 1. | Email from Robert Hicks     | May 14, 2021 |
| 2. | Email from Theresa Sweitzer | May 14, 2021 |
| 3. | Email from Steven Cox       | May 17, 2021 |
| 4. | Email from Jessica Montry   | May 21, 2021 |

## Tina Orlando

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**From:** info@cata.org  
**Sent:** Friday, May 14, 2021 1:46 PM  
**To:** Cata Board  
**Subject:** Contact CATA Board Form Submission

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

A new message from the Contact CATA Board form has been submitted.

**Name:** Robert Hicks  
**Email:** [Rdjkhicks4@gmail.com](mailto:Rdjkhicks4@gmail.com)

**Message:**

This contract Was voted down 176-8, we want a fair contract. Will you continue to let the CEO and his henchmen continue to strong arm the employees? Let strip you of your wage earning potential and degrade and humiliate you in front of your peers.

Your supposed to look out for the drivers as oversight of management, you're sitting on your hands and covering your mouths!

## Tina Orlando

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**From:** info@cata.org  
**Sent:** Friday, May 14, 2021 2:48 PM  
**To:** Cata Board  
**Subject:** Contact CATA Board Form Submission

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

A new message from the Contact CATA Board form has been submitted.

**Name:** Theresa Sweitzer  
**Email:** [theresasweitzer@gmail.com](mailto:theresasweitzer@gmail.com)

**Message:**

With all do respect sir I/we would like to know why the board of CATA is allowing 3 or 4 men to come in here and completely ruin a company that has been voted number one in the country twice. Now the employees are disgruntled, the passengers are not happy. You guys do realize the passengers know what is going on and they don't like it. Brad he has come in here and lied to us and then goes on the buses telling the passengers he is the owner of CATA. Garza harasses drivers. He cusses and swears at us. Andrew will lie about you and accuse you of things you didn't do and then you have to prove your self innocent instead of them proving your guilty. Margret allows passengers that assault drivers back on the buses making for a very unsafe work environment. I/we would like to know why you are allowing all this to transpire? Are you guys trying to shut CATA down?

## Tina Orlando

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**From:** info@cata.org  
**Sent:** Monday, May 17, 2021 2:49 PM  
**To:** Cata Board  
**Subject:** Contact CATA Board Form Submission

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

A new message from the Contact CATA Board form has been submitted.

**Name:** Steven Cox  
**Email:** [sscox1391@yahoo.com](mailto:sscox1391@yahoo.com)

**Message:**

I am a Cata driver of 11 years working a split shift after 11 years. I sit in my vehicle for 10 hrs a week killing time because of this management team intentionally creating havoc for us drivers, our families, wives etc are being attacked and it needs to stop. They have made our lives and family life hell. And it's all intentional... please stop the attack on the drivers! We were told to turn in for LOA papers in January and it would be granted on a 1st come basis and after sitting at Cata from 1:00 am til 5:00 a.m. to be one of the first ones turned in. I'm denied for all LOA and others who made plans and paid for trips before getting LOA approval are being granted their LOA ! That is wrong! If it was supposed to be 1st come 1st serve that it should be granted as it was promised! This is just a couple of examples of how drivers are being abused at the current time. They are making Cata a absolute horrible place to work. There are posters hanging in our break rom that read. "If they don't like the driver they won't like the ride" I would like to hang one also that says, "If the drivers don't like their management, they won't like their jobs" it is really sad to see what is happening at Cata! I've been their for 11 years and I really want to retire here. But I am really starting to question my choice of employment... I just hope this gets to someone who really cares about our future at Cata. Thanks for your time...

## Tina Orlando

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**From:** info@cata.org  
**Sent:** Friday, May 21, 2021 10:12 AM  
**To:** Cata Board  
**Subject:** Contact CATA Board Form Submission

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

A new message from the Contact CATA Board form has been submitted.

**Name:** Jessica Montry  
**Email:** [jesshelderop@gmail.com](mailto:jesshelderop@gmail.com)

**Message:**

This is Jessica Montry CATA Employee for 16 years. I'm trying to wrap my head around a certain practice CATA has in effect under there implementation... Maybe you can help me understand or Maybe you have no idea what is really Happening at CATA?? WITH THE NEW WORK ASSIGNMENTS/RUNS FOR THE SUMMER BID MANY OF THE FULL TIME RUNS ARE NOT 40 HOURS SOME AS LOW AS 34 HOURS. THEY ARE ARE ALLOWING A SHIFT GUARANTEE OF 8 HOURS A DAY FOR THE BID RUN OPERATORS. BUT AS SOON AS A DRIVER EXCEPTS ANY OVERTIME THEY TAKE THE GUARANTEE AWAY?? DRIVERS ARE HAVING TO PAY BACK THE HOURS... HOW IS IT THERE FAULT CATA DIDN'T CREATE 40 HOUR RUNS?? IF YOU ARE ON THE EXTRA BOARD YOU DO NOT GET THE SHIFT GUARANTEE AT ALL ITS ACTUAL HOURS WORKED. AGAIN WHY ARE WE BEING PUNISHED BECAUSE CATA DON'T KNOW HOW TO CREATE A ACTUAL FULL TIME RUN?? The only reasoning I can think of is for it to Apper that they need more drivers then they actually do?? If they used the drivers for a full 40 hours those numbers would go down. OR MAYBE they are trying to make full time operators not want to except Overtime so they can give it to the part timers at a lower wage... Do you realize these new drivers they are hiring will be forced to work more then they want to because Full time operators are going to decline the OT because they don't want to work for free. THIS IS GOING TO MAKE IT HARD FOR CATA TO KEEP NEW EMPLOYEES IN MY OPINION. Any possible way you can give me some inside or reasoning for this?

AREA TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS MEETING via ZOOM

WEDNESDAY, MAY 19, 2021; 4:00 P.M.

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

**CALL TO ORDER:**

Nathan Triplett, Chair called meeting to order at 4:05 p.m.

**ABSENT:** Phil Deschaine

**ROLL CALL:** All present, Phil Deschaine was absent.

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 were several emails sent to the Board.

**Public Comments**

Deb Parrish thanked the Board for letting her speak and expressed her disapproval of the unmasked riders pictured on CATA's Facebook page. She wondered whether anyone has been screening CATA's social media outlets.

**CHAIR'S COMMENTS:**

Chair Triplett confirmed that masks are still required on all CATA buses.

**CHIEF EXECUTIVE OFFICER'S REPORT**

**Mask Update**

Bradley Funkhouser stated that CATA will be issuing a mask update to all employees which will follow the CDC and ICHD guidelines. CATA is unique in that it is both a transportation provider as well as a major employer. Mr. Funkhouser reported that there will be no major changes to the mask update except for TSA guidelines which now state mechanics and operators who are working or driving a

single unoccupied vehicle are no longer required to wear a mask. CATA will review the mask update and guidelines again in another 30 days.

### **Regional Coordination**

Bradley Funkhouser recognized Chair Triplett's dual role as chairman of the Tri-County Board as well as the CATA Board. Mr. Funkhouser stated that Chair Triplett has been instrumental in having the transit authorities come together. The Tri-Counties are meeting on a regular basis and laying out some major goals which include improving the software used for communicating and scheduling. This will help improve regional-wide dispatch and regional ride sharing. Thus far, CATA has provided 1,500 free rides to vaccination sites. Mr. Funkhouser stated ridership is on the rise and he expects a busy fall with MSU students back in session and the new cross-town route (east-west connector) being added to CATA's schedule.

### **New Shelters**

Bradley Funkhouser stated that CATA continues to partner with neighboring communities to build new shelters. He expressed his excitement to announce that CATA has added a new shelter at Hunter Park and Foster Park which are both located on Kalamazoo Street. CATA receives a great deal of positive feedback from the communities involved. The communities also tend to take care of the shelters more by having that personal connection. Mr. Funkhouser revealed that CATA plans to expand this program by adding capital money to the budget in order to fund more personalized shelters.

### **Hiring New Operators**

Bradley Funkhouser stated that CATA will be hiring new operators this summer. CATA will be reaching out to various organizations in order to seek new employees, including those that perhaps never thought of being a driver or working for CATA in the past. Mr. Funkhouser mentioned his previous conversation with Luis Garcia, Director of MSU's Migrant Student Services. He believes conversations like the one with Mr. Garcia are a great way to reach out to community members and build bridges to promote CATA.

Doug Lecato expressed his enthusiasm for the new shelters.

### **PROPOSED CONSENT AGENDA**

- A. APPROVAL OF MINUTES OF APRIL 21, 2021, BOARD MEETING
- B. APPROVAL OF TREASURER'S REPORT FOR MARCH 2021
  - 1. Interim Income Statement
  - 2. Cash Summary
  - 3. Investments
  - 4. Fifth Third Investment Account Reconciliation

### **MOTION:**

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

**ROLL CALL VOTE:** The motion carried unanimously.

**ACTION ITEM - DISCUSSION AGENDA**

None

**OLD BUSINESS**

- SUSTAINABILITY PLAN UPDATE/PRESENTATION

Matt Oudsema presented his update on CATA's Sustainability Plan.

Shanna Draheim thanked Matt and his team for their hard work and the goals CATA has set. She also inquired about the data related to COVID-19.

Matt Oudsema explained that to help with the COVID-19 data, CATA has turned in data from 2018 and 2019 to APTA in order to receive guidance moving forward.

Doug Lecato inquired about CATA's sustainability as it relates to the demand for increased workforce.

Matt Oudsema replied that he would include data related to the demand for increased workforce to the sustainability plan.

Bradley Funkhouser recognized Shanna Draheim's comments and her experience in sustainability. He also stated that CATA will find a way to centralize the Board's recommendations on the final plan.

Chair Triplett thanked everyone for their hard work on the sustainability plan.

**NEW BUSINESS**

None

**PUBLIC COMMENT**

Deb Parrish commended Mr. Funkhouser on his accomplishments yet expressed her frustration over the ATU and CATA still not having a contract. She also stated that the shelter near her needs to be repaired and the location is not ideal. Ms. Parrish also referred to the emails sent to the Board.

**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 5:22 p.m.

Respectfully Submitted,

Shanna Draheim  
Secretary/Treasurer

Tina Orlando  
Recording Secretary

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**Capital Area Transportation Authority  
INTERIM INCOME STATEMENT  
For The Month Ending April 30, 2021**

									<u>% of Fiscal Year Completed</u> 58%	
	<u>March Actual</u>	<u>March Budget</u>	<u>Variance</u>	<u>% Variance</u>	<u>FY 2021 Actual YTD</u>	<u>FY 2021 Budget YTD</u>	<u>Variance</u>	<u>% Variance</u>	<u>FY 2021 BUDGET</u>	<u>% Annual Budget Revenues/Expense</u>
<b>REVENUES</b>										
Farebox	\$ 105,750	\$ 208,333	\$ ( 102,583 )	-49.2%	\$ 801,557	\$ 1,458,333	\$ ( 656,776 )	-45.0%	\$ 2,500,000	32.1%
Contracted Services	\$ 143,717	\$ 291,667	\$ ( 147,950 )	-50.7%	\$ 984,689	\$ 2,041,667	\$ ( 1,056,978 )	-51.8%	\$ 3,500,000	28.1%
Property Tax	\$ 1,924,395	\$ 1,918,083	\$ 6,312	0.3%	\$ 13,664,859	\$ 13,426,583	\$ 238,276	1.8%	\$ 23,017,000	59.4%
State Revenue	\$ 1,286,300	\$ 1,618,333	\$ ( 332,033 )	-20.5%	\$ 8,630,095	\$ 11,328,333	\$ ( 2,698,238 )	-23.8%	\$ 19,420,000	44.4%
Federal Revenue	\$ 113,481	\$ 318,772	\$ ( 205,291 )	-64.4%	\$ 934,817	\$ 2,231,407	\$ ( 1,296,590 )	-58.1%	\$ 3,825,269	24.4%
Other Revenue	\$ ( 37,500 )	\$ 71,750	\$ ( 109,250 )	-152.3%	\$ 171,855	\$ 502,250	\$ ( 330,395 )	-65.8%	\$ 861,000	20.0%
<b>TOTAL REVENUES</b>	<b>\$ 3,536,143</b>	<b>\$ 4,426,939</b>	<b>\$ ( 890,796 )</b>	<b>-20.1%</b>	<b>\$ 25,187,872</b>	<b>\$ 30,988,574</b>	<b>\$ ( 5,800,702 )</b>	<b>-18.7%</b>	<b>\$ 53,123,269</b>	<b>47.4%</b>
<b>EXPENSES</b>										
Labor	\$ 1,332,175	\$ 1,791,583	\$ 459,408	25.6%	\$ 10,399,330	\$ 12,861,917	\$ 2,462,587	19.1%	\$ 22,049,000	47.2%
Fringe Benefits	\$ 785,226	\$ 1,042,097	\$ 256,871	24.6%	\$ 6,398,716	\$ 6,980,849	\$ 582,133	8.3%	\$ 11,967,169	53.5%
Services	\$ 180,664	\$ 259,042	\$ 78,378	30.3%	\$ 2,016,705	\$ 2,028,017	\$ 11,312	0.6%	\$ 3,476,600	58.0%
Materials & Supplies	\$ 102,650	\$ 360,108	\$ 257,458	71.5%	\$ 1,880,003	\$ 2,520,175	\$ 640,172	25.4%	\$ 4,320,300	43.5%
Utilities	\$ 63,585	\$ 69,975	\$ 6,390	9.1%	\$ 461,494	\$ 489,825	\$ 28,331	5.8%	\$ 839,700	55.0%
Casualty & Liability	\$ 47,299	\$ 83,333	\$ 36,034	43.2%	\$ 559,444	\$ 583,333	\$ 23,889	4.1%	\$ 1,000,000	55.9%
Purch. Transportation	\$ 837,012	\$ 751,667	\$ ( 85,345 )	-11.4%	\$ 4,775,356	\$ 5,261,667	\$ 486,311	9.2%	\$ 9,020,000	52.9%
Miscellaneous	\$ 20,703	\$ 68,883	\$ 48,180	69.9%	\$ 311,033	\$ 262,792	\$ ( 48,241 )	-18.4%	\$ 450,500	69.0%
Interest Expense	\$ 61	\$ 250	\$ 189	75.6%	\$ 637	\$ -	\$ ( 637 )	0.0%	\$ -	0.0%
Depreciation	\$ 232	\$ -	\$ ( 232 )	0.0%	\$ 1,623	\$ -	\$ ( 1,623 )	0.0%	\$ -	0.0%
<b>TOTAL EXPENSES</b>	<b>\$ 3,369,607</b>	<b>\$ 4,426,939</b>	<b>\$ 1,057,332</b>	<b>23.9%</b>	<b>\$ 26,804,341</b>	<b>\$ 30,988,574</b>	<b>\$ 4,184,233</b>	<b>13.5%</b>	<b>\$ 53,123,269</b>	<b>50.5%</b>
<b>NET INCOME (LOSS)</b>	<b>\$ 166,536</b>	<b>\$ 0</b>	<b>\$ 166,536</b>		<b>\$ ( 1,616,469 )</b>	<b>\$ -</b>	<b>\$ ( 1,616,469 )</b>		<b>\$ -</b>	

Interim statements are subject to adjustments and year-end audit

**Capital Area Transportation Authority  
Treasurer's Report  
Cash Activity During the Month**

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**04/01/2021 - 04/30/2021**

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<b>Cash Balance -04/01/2021</b>	<b>\$</b>	<b>3,351,627</b>
Disbursements	\$	(5,136,494)
Receipts	\$	8,052,796
Adjustments	\$	-
<b>Cash Balance - 04/30/2021</b>	<b>\$</b>	<b>6,267,929</b>

**Disbursements:**

Cash Disbursements Register	\$	(2,366,149)
Payroll		(1,707,368.00)
Healthcare (BlueCross Blue Shield)		(338,521.00)
Transfers To the ASU Claims Account	\$	(724,456)
Transfers To the Investment Account	\$	-
<b>Total Cash Disbursements</b>	<b>\$</b>	<b>(5,136,494)</b>

**Receipts:**

Cash Receipt Register	\$	5,052,796
Transfers From the Investment Account		3,000,000
<b>Total Cash Receipts</b>	<b>\$</b>	<b>8,052,796</b>

**Adjustments:**

Misc. Items	\$	-
<b>Total Cash Adjustments</b>	<b>\$</b>	<b>-</b>

**Capital Area Transportation Authority  
 Treasurer's Report  
 Cash and Investment Balances & Interest Earned**

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**04/01/2021 - 04/30/2021**

<b>CASH &amp; INVESTMENT BALANCES</b>	<b>PORTFOLIO BALANCE</b>	<b>% OF TOTAL</b>
<b><u>CASH &amp; CASH EQUIVALENTS</u></b>		
FIFTH THIRD BANK - General Account	6,267,929	33.04%
FIFTH THIRD BANK - ASU Claims Account	747,286	3.94%
<b><u>FIXED INCOME INVESTMENTS</u></b>		
FIFTH THIRD BANK	<u>11,954,796</u>	63.02%
<b>TOTAL</b>	<b><u>\$ 18,970,011</u></b>	<b>100.00%</b>

<b>INTEREST EARNED</b>	<b>INTEREST</b>
<b>INCOME EARNED ON INVESTMENTS:</b>	
FIFTH THIRD BANK (Net of Expenses/Accrued Interest)	\$ 4,248
OTHER BANKS	<u>-</u>
<b>TOTAL</b>	<b><u>\$ 4,248</u></b>

<b>Monthly Average Rate of Return</b>	0.0224%
<b>Annual Average Rate of Return</b>	0.269%

Interim statements are subject to adjustments and year-end audit

**Capital Area Transportation Authority  
 Treasurer's Report  
 Fifth Third Bank Investment Account Reconciliation**

(Page 4 of 4)

**04/01/2021 - 04/30/2021**

**Market Value at the Beginning of the Period - 04/01/2021** \$ 14,952,494

**Portfolio Activity:**

**Transfers (To) or From General Checking** (3,000,000)

**Net Income/(Loss) & Expenditures**

Interest Earned	\$	5,589	
Accrued Interest Paid	\$	(25)	
Administrative Expenditures	\$	(1,316)	

**Total Net Income/Loss & Expenditures** \$ 4,248

**Realized Gains or (Loss) From Sales** \$ (3,917)

**Market Appreciation**

End of Period	\$	(11,138)	
Beginning of Period	\$	7,663	

**Unrealized Gain/(Loss) from Market Appreciation** \$ (3,475)

**Change in Value From Accrued Income**

Previous Accrued Income (-)	\$	(30,295)	
Current Accrued Income (+)	\$	35,741	

**Net Change from Accrued Income** 5,446

**Market Value at the End of the Period - 04/30/2021** \$11,954,796

Interim statements are subject to adjustments and year-end audit

**NOTE:**

*The Fifth Third Bank Investment Account includes investments in the Federated Government Obligations Fund, Institutional Shares, considered as cash equivalents with a stable market value, and short term fixed income investments in federal and Michigan municipal securities that have market values that may fluctuate prior to redemption or early call dates.*

**ACTION ITEM – APPROVAL OF THE SEVENTH AMENDMENT TO MICHIGAN STATE UNIVERSITY CONTRACTED TRANSPORTATION SERVICES AGREEMENT**

CATA began dedicated service on the campus of Michigan State University (“MSU”) in August of 1999 and continues to do so in accordance with the MSU Contracted Transportation Services Agreement (“Agreement”). The initial Agreement was signed on December 2, 2010. Subsequently, there have been six amendments which were agreed upon, dated April 5, 2012, May 27, 2015, July 31, 2015, July 9, 2018, November 8, 2019 and October 21, 2020, respectively. The most recent Amendment expires on June 30, 2021.

Staff has participated in discussions with the University regarding this Agreement and modifications to Spartan Service this fall, which will begin on August 30, 2021. This resulted in the Seventh Amendment to MSU Contracted Transportation Services Agreement (“Seventh Amendment”). The Seventh Amendment includes the following:

- Extends the Agreement through June 30, 2022.
- Updates the names and contact information for the MSU Contract Manager.
- CATA and MSU agree that the service reduction parameters, as outlined in the Sixth Amendment to the MSU Contracted Transportation Services Agreement dated October 21, 2020, expires on June 30, 2021.
- CATA and MSU agree to have discussions and/or meetings related to service quality and performance, as requested by either party throughout the Term.
- CATA agrees to perform fixed route, demand response and supplemental service hours at levels not to exceed those listed per the Seventh Amendment for Academic Year 2021-2022. Any service changes for non-Spartan Service periods will occur upon mutually acceptable terms following the request of either party.

All remaining details reflected in prior amendments to the Agreement shall remain in effect.

Staff recommends that the Board adopt the proposed motion set forth below.

**PROPOSED MOTION:** That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute the Seventh Amendment to the MSU Contracted Transportation Services Agreement, on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

**INFORMATION ITEMS**

**JUNE 16, 2021**

1. APRIL RIDERSHIP REPORT
2. APRIL RIDERSHIP GRAPH YEAR-TO-DATE
3. FUEL PURCHASE FOR MAY 2021
4. DEI TASK FORCE UPDATE
5. LAC MINUTES FOR APRIL 2021

**APRIL 2021 RIDERSHIP REPORT**

<u>Total system rides – April:</u>	<u>218,694</u>
Average weekday system ridership	8,500
Average weekday system ridership change 4/21 to 4/20	+7,350

	<u>4/21 v. 4/20</u>	
	<u>Percentage</u>	<u>Ridership</u>
	<u>Change</u>	<u>Change</u>
Monthly total system ridership	+710.9%	+191,724
Monthly Urban Fixed-Route change	NA	+169,810
Monthly MSU campus ridership change	NA	+6,043
Monthly Spec-Tran ridership change	NA	+16,583
Monthly Total Paratransit ridership change	-23.2%	-6,247

Note: In April 2020, CATA ran a demand response only service due to the COVID-19 pandemic.

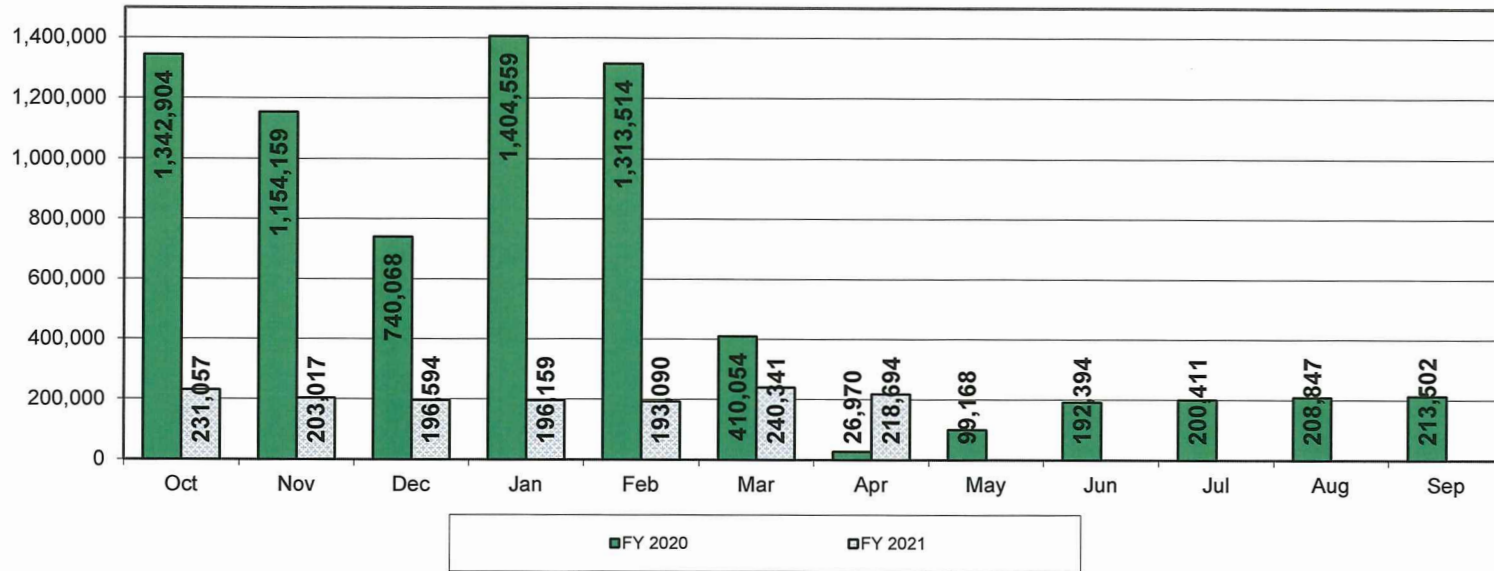
**FY 2021 YEAR-TO-DATE RIDERSHIP**

<u>Total system rides – FY 2021:</u>	<u>1,478,952</u>
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	<u>FY 2021 vs. FY 2020</u>	
	<u>Percentage</u>	<u>Ridership</u>
	<u>Change</u>	<u>Change</u>
Total system rides change	-76.9%	-4,913,276
Year-to-Date Spec-Tran ridership change	-34.2%	-56,270
Year-to-Date Total Paratransit ridership change	-48.0%	-120,575

Note: CATA began reducing fixed route service on March 18, 2020. On March 23, 2020, CATA suspended all fixed route service and went to demand response only service. Fixed route and regular paratransit service began on a limited basis beginning May 4. A more robust service began on May 26. On June 15, CATA implemented regular fixed route summer service with the exception of Route 32. Fare free service was in place from April 18 to June 14. Fares were reinstated on June 15. On August 31, CATA implemented a reduced regular fixed route fall service. Alterations were made to Routes 12 and 26, while service was suspended on Routes 17 (Grab and Go) and MSU Routes 30,31,33,38, and 39. In place of regular weekday service on the MSU campus, weekend Routes 34, 35, and 36 were used. Ridership substantially impacted by COVID-19 pandemic.

### CATA's Monthly Ridership: FY 2020 & FY 2021



**INFORMATION ITEM - FUEL PURCHASE FOR May 2021**

The following lists our prices for diesel fuel for May 2021

<u>Date of Delivery</u>	<u>Price Per Gallon</u>
05/05/2021	\$2.1595
05/12/2021	\$2.2035
05/19/2021	\$2.1910
05/26/2021	\$2.1996

FY 2021 Current average per gallon fuel cost	\$2.19
FY 2021 Budget per gallon fuel cost	\$2.35

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**Diversity Equity & Inclusion Task Force  
Meeting Summary  
May 14, 2021**

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**Guest Speaker:**

Our invited guest speaker was Kelli Ellsworth-Etchison, Chief Marketing Officer & Chief Diversity Officer at LAFCU. She has over 35 years of experience in the credit union industry, including more than 30 years with LAFCU.

Charged with leading an award-winning marketing team to develop and support strategic initiatives through results, she orientated campaigns that provide consumer value. She is also responsible for corporate objectives and outcomes as well as working to establish diversity, equity and inclusion as shared values within LAFCU and in the community. Ms. Etchison is a strong advocate of education and has spearheaded LAFCU's College Scholarship Programs, providing tens of thousands of dollars to high school seniors, and non-traditional students such as women entering and re-entering the workforce, first responders and active and veteran members of the military and their families. Ms. Etchison has won numerous awards and honors including the community service award from the Lansing Regional Chamber of Commerce, the National Sojourner Truth Meritorious Service Award by the National Association of Negro Business and Professional Women Club Inc. and Greater Lansing Area Club Chapter of the C. Colton Carr exemplary Volunteer Service of the Year Award from the YMCA of Metropolitan Lansing. The Michigan Credit Union League named Kelli Credit Union Youth Advocate of the Year. In the community is where you most often find Kelli throughout her career. She has served a variety of organizations with enthusiasm and commitment including Lansing Community College Foundation, Dr. Martin Luther King, Jr. Commission of Mid-Michigan, Lansing Promise Foundation, The Study Committee for the City of East Lansing Independent Police Oversight Commission and the YMCA of Metropolitan Lansing where she was the first black female selected as Board Chair. Recently, Ms. Etchison was appointed to serve on Governor Whitmer's Black Leadership Advisory Council. She is a native of Pontiac and earned a bachelor's degree in Business Administration from Northwood University and an associate degree from Lansing Community College. She also completed the Cues Strategic Growth Institutes' Mergers and Acquisitions program through the University of Chicago Booth School Of Business Executive Education.

**Presentation Topic:**

Ms. Etchison began her presentation by thanking CATA for the work that has already been done by the Task Force and stated that she thought the "Say Their Name" segment was powerful.

Ms. Etchison called for participation from the group: Know Your Why!  
Why did CATA choose to go down this path? One participant responded that it was a good decision based on the events that were happening in the world, and leadership

wanted us as employees to know that CATA cared and was invested in assuring that we had a safe work environment. The reason this employee joined the task force was because it was impactful to their everyday life and wanting to do what they could to help others understand, as well as better their own actions.

Another employee stated that it was the right thing to do. People need to be treated equally. Everyone has something important to offer to life, and we need to respect what people have to say, how they act, what their beliefs are. It is vital to understand where people are coming from, what challenges they face and how we can help.

Kelli stated that teams understand that it is not just a passing phase. There is meaning and thoughtfulness behind why we are doing the work that we are doing. Be Intentional. People will begin to call you out. As a credit union, for the first time since she has been at LAFCU (nearly 34 years) a couple of members reached out and asked why there were not any people of color at that branch. People are now bringing those expectations forward. People want to do business with organizations that are inclusive and caring; that make people feel valued and wanted.

It is very important from a corporate initiative to be involved from the top down, including the Board and executive leadership. It is important to foster conversations where people have an outlet to feel free and safe to bring their whole selves to work, including times when one doesn't know whether they should say something, what to say or do. Sometimes just saying, "Hey, how are you doing?" is sufficient. When we saw the rise of hate crimes towards Asian-Americans and Pacific Islanders, make sure that we are reaching out to see how that community is doing. We do not have to get into a drawn-out conversation, but we should show them that we care.

Ms. Etchinson next discussed equality versus equity. Be Intentional. An employer perceives the importance of treating and providing employees with equitable resources to ensure their success. It is important to reach out to our teams and ask what tools they need to be successful.

Awareness is Power: Microaggressions – a subtle behavior (verbal or non-verbal) directed at a member of a marginalized group. Examples include slights and insults. We all do this. We all have unconscious biases and perform microaggressions that are unintended. Biases are based on things that we have been exposed to, how we were brought up, the environment in which we have been exposed to growing up. These are very subtle things. For instance, with both males and females at a roundtable discussion, do women feel empowered to come forward first with an idea, or do they wait first for their male counterpart to bring forth an idea? There are also macroaggressions, snap judgements that are directed towards a group. The power lies in being aware.

Kelli summarized bias as follows:

1. Our brains use two "thinking" systems that operate simultaneously.
2. We like to put people into categories.
3. Biases become wired within the human brain.

4. This wiring creates a set of systematic thinking errors (biases).
5. Biases are learned through culture and experiences. They are contextual.

Participants were given background information, as follows:

*A father and son were in a horrible car crash that kills the dad. The son is rushed to the hospital. Just as he's about to go under the knife, the surgeon says, "I can't operate – that boy is my son!"*

Participants were then asked, "Why was the surgeon unable to operate on the young man?"

Answer: The surgeon is a woman. We need to give ourselves permission to pause before making a snap judgement.

**Start with Education:** The group viewed the following videos:

**Unconscious Bias** – <https://www.youtube.com/watch?v=BFcfqmVah8>

**Systemic Racism** – describes redlining of districts after the Civil War, outlining the differences of two neighborhoods, one poor and one wealthy, just streets apart where schools funded by property taxes show whether schools were overcrowded or not, whether teachers were well paid or not, and whether access was available to high-quality tutors and extra-curricular activities. After the Civil War, many government agencies started to draw up maps dividing cities into sections that were either desirable or undesirable for investment. This practice was called "redlining" and blocked off entire black neighborhoods from access to private and public investment. Banks and insurance companies used these maps for decades to deny black people loans and other services based purely on race. Historically, owning a home and getting a college education is the easiest way for an American family to build wealth. When Jamal's grandparents (poor family) wanted to buy a house, the banks refused because they wanted to live in a neighborhood that was redlined, so Jamal's grandparents were not able to buy a home, and because colleges could prevent them from attending through legal segregation, their options for higher education were scarce.

Kevin's grandparents (wealthy family) had a low-interest loan to buy their first house and get accepted into a handful of top universities, which traditionally only accepted white students. This opened up a wealth of opportunities that they were able to pass on to their children and grandchildren. As late as the 1980s, an investigation into the Atlanta real estate market showed that banks were more willing to lend to low-income white families than to middle- or high-income black families. As a result, for every \$100 of wealth held by a white family today, black families have \$5.04. A 2017 study confirmed that redlining is still affecting home values in major cities like Chicago. This explains why Kevin and Jamal inherited vastly different circumstances. Unfortunately, the story does not end there. A big part of racism is implicit biases and prejudices in society that people are not aware they have. Against all odds, Jamal manages to be the only student from his high school to get accepted into a great

university – the same one that Kevin and his high school friends are attending. But after Kevin and Jamal both graduate, Jamal notices that his resume is not drawing as much interest as Kevin's, even though they both graduated from the same program with the exact same GPA. Unfortunately for Jamal, studies show that resumes with white-sounding names get twice as many callbacks as identical resumes with black-sounding names. Implicit bias is one of the reasons why the black unemployment rate is twice the rate of white unemployment. Even among college graduates, you can see evidence of systemic racism in every area of life. Disparities in family wealth, incarceration, political representation and education are all examples of systemic racism. The biggest challenge of systemic racism is that there is no single person or entity responsible for it. Video: [https://www.youtube.com/watch?v=YrHIQIO\\_bdQ&t=41s](https://www.youtube.com/watch?v=YrHIQIO_bdQ&t=41s)

**What can we do?** First, we can work towards being more aware of our own implicit biases. What are some prejudices that we might hold that we are not aware of? Let us acknowledge that the consequences of slavery and Jim Crow laws are still affecting access to opportunity today. As a result, we should support systemic changes that create equal opportunity for all. Increasing public school funding and making it more independent from property taxes would be a great start, allowing poor and wealthy districts to receive equal access to resources. Systemic problems require systemic solutions. We are all a part of the system, so we all have a role to play in making it better.

- **Structural Racism** – Pave the Way –Over the last two years, the Historical Society of Greater Lansing has been working on a project called the I-496 Project for the residents of Lansing. It was completed in 1970. The society is documenting the history of the I-496 expressway construction between 1966 and 1970, and the destruction of about 600 structures, which displaced an enormous number of people in a very short period of time. This resulted in a lost neighborhood to accommodate a more efficient way for people to get across town. Many families were dispersed. Former residents described the neighborhood as a black Mayberry, with their own stores, nightclubs, barbershops, churches, etc. – a place where everybody knew everyone and looked out for each other. This community was considered middle class. Many people are not aware of the history behind the expressway. Across the United States, the government strategically went into communities that it deemed to be black ghettos and put highways through them. Video: <https://www.youtube.com/watch?v=Ndb2JJGqoSE>

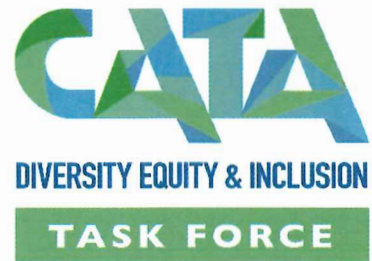
Following the presentation, the floor was opened to task force members for comment and discussion. All feedback was welcomed.

LAFCU has a DEI Committee of nine people, formed from conversations started in the summer of 2020 after the death of George Floyd.

In closing, Co-Chair Robison thanked Ms. Ellsworth-Etchison for the presentation and beneficial resource information.

Respectfully submitted,

Marshea Brown  
Chairperson  
Diversity Equity & Inclusion Task Force





vaccine. He also stated that Tri-County meetings will continue every two (2) weeks to further other opportunities.

Bradley Funkhouser reported that a follow-up press release was issued to ensure that the public is fully aware that CATA is providing free transportation to vaccination facilities. Although there has been an increase in walk-in vaccination sites, CATA will continue to provide free transportation to those in need of being vaccinated. He also shared that people living in neighboring counties will be accommodated.

Bradley Funkhouser stated that CATA is also partnering with the Governor's office on the vaccine rollout. He noted that other transit authorities have been forthcoming in sharing their information on the fight against COVID-19. Mr. Funkhouser stressed that safety is and always has been a priority and we can all expect big things from CATA in the near future.

Bradley Funkhouser reported that the City of East Lansing is finalizing their city codes regarding Michigan Avenue, which directly affects CATA. Mr. Funkhouser stated that CATA has been involved in the design of this project and that he will contact Matt Oudsema, Director of Planning, to make sure that nothing is missed.

The LAC commended CATA for stepping up and being pro-active.

#### **CATA DIRECTOR OF OPERATIONS/PARATRANSIT REPORT – Roger Garza**

Roger Garza reported that CATA's COVID-19 vaccination rides through Transdev are at 640 round trip rides transporting 751 individuals.

Fixed Route: 107 individuals.

Roger Garza stated that CATA partnered with Ingham County Health Department (ICHHD) back in April 2020 where individuals were transported to COVID-19 testing facilities long before vaccines were available.

Roger Garza reported that the ATU requested personal protective equipment (i.e., hand sanitizer, masks and shields) which CATA has provided. He noted that the shields between driver and passenger may vary due to models and designs specific to each vehicle.

Craig Frazier added that Bradley Funkhouser and Director of Human Resources, Marshea Brown, coordinated a vaccine clinic here at CATA for all employees and their families. CATA administered over 200 vaccines that day and recipients will be back for their second dose in three (3) weeks.

Roger Garza thanked Bradley Funkhouser, Craig Frazier and TransDev for their leadership and actions.

#### **SERVICE QUALITY SUBCOMMITTEE (SQS) – Diana Paiz**

See attached notes from the March 3, 2021 meeting.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**MEMBER COMMENTS**

None

**PUBLIC COMMENTS**

Deb Parrish thanked everyone for allowing her to speak on behalf of those who are not able too. Ms. Parrish suggested that the agenda be posted earlier so that the public has time to research topics or have comments ready before they are addressed at the LAC meeting. Ms. Parrish also expressed her frustration with public comment process, however; she is grateful to not be on complete lockdown.

**ADJOURNMENT**

George Hanley motioned to adjourn and Kellie Blackwell supported the motion.

Motion passed unanimously.

Chair Wiese adjourned the meeting at 4:55 p.m.

Respectfully submitted,

Bethany Berdes  
Operations Secretary

Reviewed by LAC Chair Deb Wiese