

CAPITAL AREA TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING

WEDNESDAY, MARCH 15, 2023
4:00 P.M. – DISABILITY NETWORK CAPITAL AREA
901 EAST MOUNT HOPE AVENUE, LANSING, MI 48910

AGENDA

I. CALL TO ORDER

II. PUBLIC COMMENTS ON AGENDA ITEMS

*Members of the public are welcome to speak to the Board on any agenda subject. Anyone wishing to comment on any matter **not** on the agenda may do so immediately prior to adjournment.*

III. CHAIR'S COMMENTS

- Audit Committee Report
- Annual Disclosure Form – Policy #209 Code of Conduct

IV. CHIEF EXECUTIVE OFFICER'S REPORT

V. ACTION ITEMS – PROPOSED CONSENT AGENDA

A. APPROVAL OF MINUTES OF FEBRUARY 2023, BOARD MEETING

B. TREASURER'S REPORT FOR JANUARY 2023

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

C. PURCHASE OF UP TO SIX (6) LOW-FLOOR ADA MINIVANS

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute a purchase of up to six (6) accessible low-floor minivans from Hoekstra Transportation, Grand Rapids, Michigan, through the State of Michigan contract for a total amount not to exceed \$405,000, pending successful completion of necessary Buy America audits and inspections, on terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

D. REAL ESTATE LEASE – AUXILLIARY OFFICE/MEETING SPACE

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 Durga Properties Holdings, Cincinnati, Ohio, to provide a real estate lease at a cost not to exceed \$73,125 for a two (2) year contract on such other terms and conditions as the Board Chair and the Chief Executive Officer deem necessary.

E. MARKETING AND SERVICE INFORMATION AGENCY

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 LKF Marketing for Marketing and Service Information agency at a cost not to exceed \$672,000 for an initial three (3) year contract and an option for one (1) two (2) year extension on such other terms as the Board Chair and the Chief Executive Officer deem necessary.

F. CONTACTLESS FARE PAYMENT SYSTEM CONTRACT NEGOTIATION

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to enter into final negotiations to develop a contract with Masabi, LLC., New York, for the purposes of providing a contactless fare payment system for CATA on such other terms and conditions as the Board Chair and the Chief Executive Officer deem necessary.

G. VEHICLE ACCESSIBILITY PLAN FY 2023

PROPOSED MOTION: That the CATA Board of Directors approves the FY 2023 Vehicle Accessibility Plan and authorizes the Chief Executive Officer, Bradley T. Funkhouser, or his designee to implement the Vehicle Accessibility Plan in order to continue receiving State of Michigan funding under the Michigan Public Act 51.

VI. ACTION ITEMS – PROPOSED DISCUSSION AGENDA

A. FISCAL YEAR 2022 FINANCIAL STATEMENTS AND AUDIT REPORT

PROPOSED MOTION: That the CATA Board of Directors accepts CATA's Financial Statements and Report on Federal Awards for Fiscal Year 2022 and the Communication to those Charged with Governance and Management of CATA.

VII. OLD BUSINESS

VIII. NEW BUSINESS

IX. PUBLIC COMMENT

Members of the public are welcome to speak to the Board on any CATA subject.

X. ADJOURNMENT

CAPITAL AREA TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING

WEDNESDAY, FEBRUARY 15, 2023
4:00 P.M. – LANSING CENTER GOVERNOR'S ROOM
333 E. MICHIGAN AVENUE, LANSING, MI 48933

PRESENT: Nathan Triplett, Chair
Dusty Fancher, Vice Chair
Doug Lecato
Jennie Gies
Mark Grebner
Derek Melot
John Prush
Jack Schmitt
Maggie Sanders

CALL TO ORDER:

Nathan Triplett, Chair called meeting to order at 4:02 p.m.

ROLL CALL: Dusty Fancher, Jennie Gies, Mark Grebner, Doug Lecato, Derek Melot, John Prush, Maggie Sanders, Jack Schmitt, and Nathan Triplett were all present.

ABSENT: Shanna Draheim and Terrance Augustine

LATE: Phil Deschaine and Phyllis Vaughn

Chair Triplett welcomed everyone to the Board meeting. He also mentioned that the meeting is being offered on Zoom for those who wish to view the Board meeting virtually.

Chair Triplett asked for a moment of silence in recognition for those involved in the shooting that took place on MSU's Campus Monday night along with the individuals that are still in critical condition.

Chair Triplett also acknowledged Mr. Funkhouser's heartfelt letter that was sent to CATA employees and shared with the Board regarding the tragedy at MSU.

Bradley Funkhouser sent his condolences to the victims and families involved in the incident at MSU. He also shared details that transpired the night of the shooting and how CATA's first responders assisted in transporting students to safe locations.

Phil Deschaine and Phyllis Vaughn arrived at 4:06 p.m.

John Prush, CATA Board member and Deputy Director, Michigan State University Police and Public Safety, thanked CATA staff and operators, Transdev operators, and Union President, Local 1039, Steve Soliz, for their assistance in transporting students to safe locations well past 2:00 a.m. He also spoke on behalf of MSU and thanked CATA for their support and assistance throughout the tragedy. Mr. Prush further shared that MSU will be holding a vigil tonight and all are welcomed to attend.

Chair Triplett thanked Mr. Funkhouser and CATA staff for their assistance during the incident at MSU. He also shared that Mr. Funkhouser has always been in constant communication with him; updating him on any CATA incidents that transpire including the pandemic and the shooting at MSU. Chair Triplett expressed his admiration for Mr. Funkhouser's leadership and support for the Board. Chair Triplett also offered his personal reflection on seeing MSU students paint the "Rock" located on MSU's campus with the question, "How many more?"

PUBLIC COMMENTS:

Deb Parrish shared her sentiments regarding the tragedy at MSU. She also commended CATA's first responders and dispatcher. Ms. Parrish further noted how much she appreciated and learned from CATA's January 2023 Board Retreat presentations.

CHAIR'S COMMENTS:

CHIEF EXECUTIVE OFFICER'S REPORT

Bradley Funkhouser stated that due to the events that transpired on MSU's campus Monday evening, the presentation that was scheduled for tonight's Board meeting from Dan Goodmoot, Director of IT, will be postponed until the March Board meeting.

ACTION ITEMS – PROPOSED CONSENT AGENDA

- A. APPROVAL OF MINUTES OF JANUARY 2023, BOARD MEETING
- B. APPROVAL OF MINUTES OF JANUARY 2023, BOARD RETREAT
- C. TREASURER'S REPORT FOR DECEMBER 2022
 - 1. Interim Income Statement
 - 2. Cash Summary
 - 3. Investments
 - 4. Fifth Third Investment Account Reconciliation
- D. APPOINTMENT TO LOCAL ADVISORY COMMITTEE

PROPOSED MOTION: That the CATA Board of Directors approves the recommendation of the Local Advisory Committee to appoint Darrin Fowler to a three-year term through February 2026.

- E. CONTRACT FOR HEATING, VENTILATION, AND AIR CONDITIONING PREVENTATIVE MAINTENANCE AND SERVICE

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 John E. Green Company, Michigan to provide Preventative Maintenance and Service for HVAC systems at an estimated cost of \$457,724, based on the quoted rates, for a five (5) year term as the Board Chair and Chief Executive Officer deem necessary.

F. PURCHASE OF UP TO FOUR (4) SMALL BUSES

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute a purchase from the State of Michigan (MDOT) Small Bus Contract for up to four (4) cutaway buses in an amount not to exceed \$625,000 of federal and state grant funds and pending successful completion of necessary Buy America Audits on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

MOTION:

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

VOTE: The motion carried unanimously.

ACTION ITEM - DISCUSSION AGENDA

None

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

Deb Parrish shared her experience with the Wait-Stop App. She stated that although her experience wasn't perfect, she recognizes that the program is new and may need time to improve.

ADJOURNMENT

Chair Triplett adjourned the meeting at 4:16 p.m.

Respectfully Submitted,

Shanna Draheim
Secretary/Treasurer

Tina Orlando
Recording Secretary

**Capital Area Transportation Authority
INTERIM INCOME STATEMENT
For The Month Ending January 31, 2023**

	January Actual	January Budget	Variance	% Variance	FY 2023 Actual YTD	FY 2023 Budget YTD	Variance	% Variance	FY 2023 BUDGET	% of Fiscal Year Completed <hr/> 33%	% Annual Budget Revenues/Expense
REVENUES											
Farebox	\$ 201,065	\$ 156,262	\$ 44,803	28.7%	\$ 927,490	\$ 620,009	\$ 307,481	49.6%	\$ 1,839,864		50.4%
Contracted Services	\$ 375,354	\$ 330,086	\$ 45,268	13.7%	\$ 1,565,694	\$ 1,309,696	\$ 255,998	19.5%	\$ 3,886,496		40.3%
Property Tax	\$ 4,876,822	\$ 2,077,680	\$ 2,799,142	134.7%	\$ 8,784,834	\$ 8,243,696	\$ 541,138	6.6%	\$ 24,463,000		35.9%
State Revenue	\$ 1,358,787	\$ 1,361,146	\$ (2,359)	-0.2%	\$ 5,330,358	\$ 5,400,676	\$ (70,318)	-1.3%	\$ 16,026,396		33.3%
Federal Revenue	\$ 270,844	\$ 1,163,221	\$ (892,377)	-76.7%	\$ 4,099,016	\$ 4,615,363	\$ (516,347)	-11.2%	\$ 13,695,996		29.9%
Other Revenue	\$ 154,331	\$ 41,057	\$ 113,274	275.9%	\$ 420,990	\$ 162,901	\$ 258,089	158.4%	\$ 483,405		87.1%
TOTAL REVENUES	\$ 7,237,203	\$ 5,129,452	\$ 2,107,751	41.1%	\$ 21,128,382	\$ 20,352,341	\$ 776,041	3.8%	\$ 60,395,157		35.0%
EXPENSES											
Labor	\$ 1,874,191	\$ 2,090,384	\$ 216,193	10.3%	\$ 7,190,746	\$ 8,294,103	\$ 1,103,357	13.3%	\$ 24,612,582		29.2%
Fringe Benefits	\$ 1,152,138	\$ 1,363,984	\$ 211,846	15.5%	\$ 4,357,361	\$ 5,411,939	\$ 1,054,578	19.5%	\$ 16,059,818		27.1%
Services	\$ 565,725	\$ 368,594	\$ (197,131)	-53.5%	\$ 1,588,787	\$ 1,462,487	\$ (126,300)	-8.6%	\$ 4,339,900		36.6%
Materials & Supplies	\$ 536,816	\$ 414,129	\$ (122,687)	-29.6%	\$ 1,859,004	\$ 1,643,155	\$ (215,849)	-13.1%	\$ 4,876,031		38.1%
Utilities	\$ 78,791	\$ 78,793	\$ 2	0.0%	\$ 254,964	\$ 312,629	\$ 57,665	18.4%	\$ 927,720		27.5%
Casualty & Liability	\$ 107,772	\$ 90,707	\$ (17,065)	-18.8%	\$ 401,420	\$ 359,901	\$ (41,519)	-11.5%	\$ 1,068,000		37.6%
Purch. Transportation	\$ 765,266	\$ 764,383	\$ (883)	-0.1%	\$ 2,722,659	\$ 3,032,876	\$ 310,217	10.2%	\$ 9,000,000		30.3%
Miscellaneous	\$ 190,451	\$ 102,345	\$ (88,106)	-86.1%	\$ 631,290	\$ 406,078	\$ (225,212)	-55.5%	\$ 1,205,024		52.4%
TOTAL EXPENSES	5,271,150	5,273,319	2,169	0.0%	19,006,231	20,923,168	1,916,937	9.2%	\$ 62,089,075		30.6%
NET INCOME (LOSS)	\$ 1,966,053	\$ (143,867)	\$ 2,109,920		\$ 2,122,151	\$ (570,827)	\$ 2,692,978		\$ (1,693,918)		

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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01/01/2023-01/31/2023

Cash Balance - 01/01/2023	\$ 3,914,111
Disbursements	\$ (10,731,455)
Receipts	\$ 8,034,902
Adjustments	\$ -
Cash Balance - 01/31/2023	\$ 1,217,558

Disbursements:

Cash Disbursements Register	\$ (5,238,864)
Payroll	\$ (2,046,357)
Healthcare (BlueCross Blue Shield)	\$ (423,107)
Transfers To the ASU Claims Account	\$ (23,127)
Transfers To the Investment Account	\$ (3,000,000)
Total Cash Disbursements	\$ (10,731,455)

Receipts:

Cash Receipt Register	\$ 8,034,902
Transfers From the Investment Account	-
Total Cash Receipts	\$ 8,034,902

Adjustments:

Misc. Items	\$ -
Total Cash Adjustments	\$ -

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

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01/01/2023-01/31/2023

CASH & INVESTMENT BALANCES	PORTFOLIO BALANCE	% OF TOTAL
<u>CASH & CASH EQUIVALENTS</u>		
FIFTH THIRD BANK - General Account	1,217,558	5.42%
FIFTH THIRD BANK - ASU Claims Account	38,331	0.17%
<u>FIXED INCOME INVESTMENTS</u>		
FIFTH THIRD BANK	<u>21,223,067</u>	94.41%
TOTAL	<u>\$ 22,478,956</u>	100.00%

INTEREST EARNED	INTEREST
INCOME EARNED ON INVESTMENTS:	
FIFTH THIRD BANK (Net of Expenses/Accrued Interest)	\$ 34,872
OTHER BANKS	<u>-</u>
TOTAL	<u>\$ 34,872</u>

Monthly Average Rate of Return	0.1551%
Annual Average Rate of Return	1.862%

Interim statements are subject to adjustments and year-end audit

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

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01/01/2023-01/31/2023

Market Value at the Beginning of the Period - 01/01/2023 \$ 18,094,842

Portfolio Activity:

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

Net Income/(Loss) & Expenditures

Interest Earned	\$ 36,823	
Accrued Interest Paid	(315)	
Administrative Expenditures	(1,636)	

Total Net Income/Loss & Expenditures 34,872

Realized Gains or (Loss) From Sales (10,656)

Market Appreciation

End of Period	\$ (791,251)	
Beginning of Period	902,704	

Unrealized Gain/(Loss) from Market Appreciation 111,453

Change in Value From Accrued Income

Previous Accrued Income (-)	\$ (92,485)	
Current Accrued Income (+)	85,041	

Net Change from Accrued Income (7,444)

Market Value at the End of the Period - 01/31/2023 \$21,223,067

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 – PURCHASE OF UP TO SIX (6) LOW-FLOOR ADA MINIVANS

The State of Michigan, Office of Passenger Transportation, has a multi-year contract with Hoekstra Transportation, Inc. for the purchase of fully accessible, low-floor minivans. The vehicles are Chrysler Voyager/Pacifica models, modified by BraunAbility, and will be used to provide transportation on CATA's Spec-Tran service. The procurement process was completed by the State of Michigan and complies with the Americans with Disabilities Act (ADA) and Federal Transit Administration (FTA) requirements. The initial term of the contract expires April 30, 2024. Staff has confirmed that CATA is eligible to purchase vehicles off of this contract.

CATA currently has federal and state grant funds available to purchase up to six (6) of these accessible low-floor minivans, which have a useful life of four (4) years or 100,000 miles, whichever comes first. These new vans would replace all remaining 2017 models, leaving the 2019 models as the oldest in the fleet. The base vehicle floor plan is for a 3+2 passenger vehicle with a side ramp, vinyl, fold away seats and has a base price of \$65,344 each plus additional options and add-ons, as needed to perform the service and meet customer expectations. Should CATA purchase all six (6) in this order, the total purchase price of the vehicles shall not exceed \$405,000.

In addition to Board approval, the purchase of these vehicles is pending successful completion of necessary Buy America audits and in-plant inspections, as required by the FTA.

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 a purchase of up to six (6) accessible low-floor minivans from Hoekstra Transportation, Grand Rapids, Michigan, through the State of Michigan contract for a total amount not to exceed \$405,000, pending successful completion of necessary Buy America audits and inspections, on terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

ACTION ITEM – REAL ESTATE LEASE - AUXILLIARY OFFICE/MEETING SPACE

CATA has a need for additional auxiliary office and meeting space due to the existing facility not being able to accommodate various functions that CATA provides, such as large-scale employee training.

CATA staff secured bids for similar facilities from three (3) vendors. Staff recommends lowest bid from Durga Holdings, for a two (2) year term. The desired property is an office suite consisting of approximately 6,000 square feet located at 1020 Long Boulevard, Lansing. The location is accessible by CATA's Route 8, Spec-Tran, and the Mason Connector. There is also an option to renew for an additional two-year term which can be evaluated at a later date.

Per Board Policy No. 200, CATA Board approval is needed to execute a real estate lease with terms exceeding five (5) years or which exceed \$50,000 over their life.

Vendor	Property Address	Approximate Sq Ft	Deposit	Monthly Rent	Months	Two (2) Year Total
Durga Holdings	1020 Long Blvd. Lansing, Michigan	6,000	\$2,925.00	\$2,925.00	24	\$73,125.00
Gillespie Group	3131 E Michigan Ave. Lansing, Michigan	6,000		\$5,416.67	24	\$130,000.00
Gillespie Co.	1609 E Michigan Ave. Lansing, Michigan	6,000	\$7,000.00	\$7,000.00	24	\$175,000.00

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 a contract with Durga Properties Holdings, Cincinnati, Ohio, to provide a real estate lease at a cost not to exceed \$73,125 for a two (2) year contract on such other terms and conditions as the Board Chair and the Chief Executive Officer deem necessary.

ACTION ITEM – MARKETING AND SERVICE INFORMATION AGENCY

The current Marketing Services contract with LKF Marketing will expire on April 30, 2023. As a result, CATA issued a Request for Proposal (RFP), 2023-142, for Marketing and Service Information Agency on January 9, 2023. Proposals were due by 11:00 a.m., on February 10, 2023. The RFP was distributed to five (5) vendors, posted online at Transit Talent and on CATA's website.

The following four (4) firms submitted a proposal:

- LKF Marketing, Michigan
- King Media, Michigan
- Grand Splash Marketing, Oklahoma
- Decima LLC, Michigan

The committee met on three (3) separate occasions, February 21, 2023, February 22, 2023, and February 28, 2023, to discuss the evaluation criteria, as outlined in the RFP: 1) Project understanding and approach; 2) Qualifications of the firm/organization and staff; 3) Price/Cost; 4) Experience of the firm with similar projects; and 5) Completeness and responsiveness of the proposal to the RFP.

LKF Marketing has proven experience with the development and implementation of service-related marketing projects. Of particular interest to the Authority are the agencies proficiencies in designing service-related maps, timetables, service brochures, information cards and bus stop signage.

LKF Marketing was the committee's choice as they provided the best response to the RFP based on the evaluation criteria. In addition, LKF Marketing's proposal was clear and concise, demonstrating a thorough understanding of our requirements and its ability to fulfill the scope of work.

LKF Marketing

Year	Estimated Annual Hours	Hourly Rate	Annual Price
Year 1	1,200	\$105	\$126,000
Year 2	1,200	\$110	\$132,000
Year 3	1,200	\$115	\$138,000
Year 4	1,200	\$115	\$138,000
Year 5	1,200	\$115	\$138,000
GRAND TOTAL: (Year 1 + Year 2 + Year 3 + Year 4 + Year 5)			\$672,000

King Media

Year	Estimated Annual Hours	Hourly Rate	Annual Price
Year 1	1,200	\$150	\$180,000
Year 2	1,200	\$150	\$180,000
Year 3	1,200	\$150	\$180,000
Year 4	1,200	\$150	\$180,000
Year 5	1,200	\$150	\$180,000
GRAND TOTAL: (Year 1 + Year 2 + Year 3 + Year 4 + Year 5)			\$900,000

Grand Splash Marketing

Year	Estimated Annual Hours	Hourly Rate	Annual Price
Year 1	1,200	\$165	\$198,000
Year 2	1,200	\$170	\$204,000
Year 3	1,200	\$175	\$210,000
Year 4	1,200	\$180	\$216,000
Year 5	1,200	\$185	\$222,000
GRAND TOTAL: (Year 1 + Year 2 + Year 3 + Year 4 + Year 5)			\$1,050,000

Decima LLC

Year	Estimated Annual Hours	Hourly Rate	Annual Price
Year 1	1,200	\$85	\$102,000
Year 2	1,200	\$82	\$110,400
Year 3	1,200	\$105	\$126,000
Year 4	1,200	\$117	\$140,400
Year 5	1,200	\$135	\$162,000
GRAND TOTAL: (Year 1 + Year 2 + Year 3 + Year 4 + Year 5)			\$640,800

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

Staff will use operating dollars to fund the contract.

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 LKF Marketing for Marketing and Service Information agency at a cost not to exceed \$672,000 for an initial three (3) year contract and an option for one (1) two (2) year extension on such other terms as the Board Chair and the Chief Executive Officer deem necessary.

ACTION ITEM – CONTACTLESS FARE PAYMENT SYSTEM CONTRACT NEGOTIATION

CATA desires to add contactless payment functionality to our revenue vehicles currently equipped with fareboxes. The primary goal of this addition is to provide additional methods of payment that would speed and simplify payment for CATA riders. The ability to pay with contactless payment forms, including contactless credit cards, CATA branded contactless cards, and with phone apps, would provide greater access to ticketing options. Contactless payment would allow CATA to provide better customer service for those with fare problems. Finally, reducing the amount of cash handled by CATA staff would increase overall safety and overhead costs.

CATA issued a Request for Proposal (RFP), 2023-138, Contactless Fare Payment System on October 24, 2022. Proposals were due by 11:00 a.m., Eastern Time, on December 13, 2022. The RFP was distributed to five (5) vendors, posted online at Transit Talent and on CATA's website.

The following firms submitted a proposal:

Masabi, LLC, New York
Genfare, LLC, Illinois
Parkeon Inc., dba Flowbird, New Jersey
Bytemark, Inc., New York
Cubic Transportation Systems, Inc., California

In final evaluations, Masabi, LLC. was selected as the best option for CATA. There were several factors leading to this recommendation, including customer experience, system flexibility and alignment with CATA's goals.

Of the five (5) firms submitting proposals, four (4) of the firms (Masabi, GenFare, Bytemark and Cubic) proposed to change the standard terms and conditions presented by CATA in the RFP.

The overall cost of the project will not exceed \$1,500,000. When the final contract is prepared, an additional motion will be sent to the Board for approval.

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to enter into final negotiations to develop a contract with Masabi, LLC., New York, for the purposes of providing a contactless fare payment system for CATA on such other terms and conditions as the Board Chair and the Chief Executive Officer deem necessary.

ACTION ITEM – VEHICLE ACCESSIBILITY PLAN FY 2023

In order to receive state funding under the Michigan Public Act 51 for the purpose of purchasing, leasing, or renting demand-response vehicles, CATA is required to submit a Vehicle Accessibility Plan (VAP) to the Michigan Department of Transportation (MDOT) as part of its application for funding. Beginning in 2023, CATA is required to submit an update to the VAP once every five (5) years.

The purpose of the VAP is to describe the demand-response service provided by CATA to persons who are 65 years of age and older and persons with disabilities.

The VAP must be prepared in compliance with Section 10e(18) of the Michigan Transportation Fund Act (MCL 247.660e) (hereinafter “the Act”) and the official administrative rules for administration of Michigan’s Comprehensive Transportation Fund. CATA is required to prepare and submit any amendments to the VAP with the annual application for funding. An amendment is also required when proposed changes occur after the application has been submitted.

The Act requires that CATA’s Local Advisory Committee (LAC) has had an opportunity to review and comment on the VAP before its submission to MDOT. CATA’s LAC provided review and approval of the VAP during their regular meeting on February 1, 2023. After LAC approval, the VAP must also be submitted to and approved by CATA’s Board of Directors as the governing body.

Staff recommends that the Board of Directors adopt the following proposed motion.

PROPOSED MOTION: That the CATA Board of Directors approves the FY 2023 Vehicle Accessibility Plan and authorizes the Chief Executive Officer, Bradley T. Funkhouser, or his designee to implement the Vehicle Accessibility Plan in order to continue receiving State of Michigan funding under the Michigan Public Act 51.

CATA



A picture of the CATA logo and below it, the CATA Administration Building.

CAPITAL AREA TRANSPORTATION AUTHORITY

Vehicle Accessibility Plan

February 1, 2023

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Acronyms and Abbreviations

CATA is the acronym for Capital Area Transportation Authority

L.A.C. is the acronym for Local Advisory Committee

V.A.P. is the acronym for Vehicle Accessibility Plan

CTF is the acronym for Comprehensive Transportation Fund

MDot is the acronym for Michigan Department of Transportation

MSU is the acronym for Michigan State University

Summary of Vehicle Accessibility Plan

The Capital Area Transportation Authority's (CATA) Vehicle Accessibility Plan (hereinafter referred to as "Plan") is submitted in compliance with Section 10e(18) of the Michigan Transportation Fund Act (MCL 247.660e) (hereinafter referred to as "the Act") and the official administrative rules for administration of the State of Michigan's (MDot) Comprehensive Transportation Fund (CTF). The purpose of this Plan is to describe the demand-response service provided by CATA to seniors and persons with disabilities. This Plan demonstrates it is the policy of CATA to comply with the following requirements of Section 10e(18):

One: That demand-response service is provided to seniors 65 years of age or older and persons with disabilities residing in CATA's entire service area.

Two: That as a minimum, demand-response service is provided to seniors 65 years of age or older and persons with disabilities during the same hours as service is provided to all other persons in CATA's service area.

Three: That the average time required for demand-response service to seniors 65 years and older and persons with disabilities, from the initiation of a service request to arrival at the destination, is equal to the average time required for demand-response service provided to all other persons in CATA's service area.

Four: That CATA has established a Local Advisory Committee (L.A.C.) with not less than 50 percent of its membership representing persons 65 years of age or older and persons with disabilities in CATA's service area. At least one member (or 12 percent of membership) has been appointed jointly with the area agency on aging. The L.A.C. has had an opportunity to review and comment on this Plan before its submission to MDot.

Introduction of MDot CTF Administrative Rules

The Michigan Department of Transportation (MDot) Bureau of Urban and Public Transportation has established the Comprehensive Transportation Fund (CTF). The CTF's Administrative Rule 247.4201 has been utilized in establishing this Plan, specifically in accordance with Part Two, Accessibility Plan, Rule 201.

Introduction of L.A.C. Membership

CATA's L.A.C. is currently comprised of eight members, which meets and furthermore exceeds the required minimum of three members. In accordance with Rule 202, no member of L.A.C. is an employee, executive committee member, or member of CATA's Board of Directors. CATA ensures that at least 50 percent of the L.A.C. membership represents persons who are 65 years of age or older and persons who have disabilities within CATA's defined service area. CATA further ensures that at least one member of the L.A.C. (or one of every eight members, whichever is larger) is approved jointly with the Tri-County Office on Aging. CATA further ensures that its L.A.C. membership will include people who have diverse disabilities and seniors who are users of public transportation.

CATA's L.A.C. is, at the time of adoption and submission of this Plan, composed of the following eight members:

- **Deb Weise, Chairperson**
 - Affiliated as a Liaison with Tri-County Office on Aging
 - Representation of persons with disabilities, jointly appointed by an agency on aging, a user of public transportation, and persons 65 years or older
 - Member is a person with disabilities and a user of public transportation
- **Kellie Blackwell, Vice Chairperson**
 - Affiliated with Michigan Disability Rights Coalition
 - Representation of persons with disabilities
 - Member is a person with disabilities and a user of public transportation
- **George Hanley, Parliamentarian**
 - Affiliated as a Citizen Representative
 - Representation of a persons with disabilities
 - Member is a person with disabilities and a user of public transportation
- **Jeffrey Allshouse, Member**
 - Affiliated as a Citizen Representative
 - Representation of persons with disabilities
 - Member is a person with disabilities and a user of public transportation
- **Ethan Deveraux, Member**
 - Affiliated as a Citizen Representative
 - Representation of consumers
 - Member is a user of public transportation and a student at MSU
- **Diana Paiz, Member**
 - Affiliated as a Citizen Representative
 - Representation of persons with disabilities
 - Member is a person with disabilities and a user of public transportation
- **Erin Shannon, Member**
 - Affiliated with Disability Network Capital Area
 - Representation of persons with disabilities
 - Member is a person with disabilities and a user of public transportation
- **Geneva Smith, Member**
 - Affiliated as a Citizen Representative
 - Representation of persons 65 years and older
 - Member is a person with disabilities, a user of public transportation and a person aged 65 years or older

Current Vehicle Inventory

The number of demand-response vehicles that have been purchased using CTF funds and are currently in CATA's service as of the date of this Plan total 108 vehicles, which are comprised of small cutaway buses, medium duty buses, and minivans.

The number of accessible demand-response vehicles that have been purchased using CTF funds and are currently in CATA's service as of the date of this Plan total 108 vehicles, which are comprised of small cutaway buses, medium duty buses, and minivans.

Anticipated Vehicle Inventory

The number of demand-response vehicles that CATA anticipates purchasing using CTF funds in the next five years for which this Plan will be active is estimated at 93 vehicles, which are comprised of small cutaway buses, medium duty buses, and minivans.

The number of accessible demand-response vehicles that CATA anticipates purchasing using CTF funds in the next five years for which this Plan will be active is estimated at 93 vehicles, which are comprised of small cutaway buses, medium duty buses, and minivans.

Definitions of Seniors and Persons with Disabilities

According to the Michigan Administrative Code Rule 247.4101(1)(m), the following definitions pertain to the seniors and persons who have disabilities:

- A person with a disability means a person who has a physical or mental impairment that substantially limits one or more of the major life activities of such individual, a record of such impairment, or being regarded as having such an impairment.
- A senior means a person 65 years of age or older.

CATA estimates that a total of 77,256 persons fitting the above definitions reside in the agency's defined service area.

Fare Structure for Seniors, Persons with Disabilities, General Public

CATA publishes all fare information on our website at www.cata.org. Specific fare information for seniors and persons with disabilities can be found in the Fares section, on the Fare Information tab.

The current one-way fare structure that is in use for seniors and persons with disabilities for demand-response and fixed-route service, and the current one-way fare structure for the general public for fixed-route service is as follows:

- Fixed-route service is 60¢ one-way for seniors or persons with disabilities, and \$1.25 one-way for the general public.
- MSU routes 30 through 39 are free for seniors, persons with disabilities, and the general public.
- Shopping Bus service is \$2.00 round-trip for seniors, persons with disabilities, or the general public, however this route only picks up at designated senior housing complexes.
- MSU Lot Link or Night Owl service is 60¢ one-way for seniors or persons with disabilities, and \$1.25 one-way for the general public.
- Rural service up to 10 miles is \$1.00 one-way for seniors or persons with disabilities, and \$2.25 one-way for the general public.
- Rural service over 10 miles is \$1.50 one-way for seniors or persons with disabilities, and \$3.25 one-way for the general public.
- Delhi Township and Mason Redi-Ride service is 60¢ one-way for seniors or persons with disabilities, and \$1.25 one-way for the general public.

- Meridian Township Redi-Ride service is \$1.25 one-way for seniors or persons with disabilities, and \$2.50 one-way for the general public.
- Mason, and Williamston/Webberville Connector service is \$1.00 one-way for seniors or persons with disabilities, and \$2.25 one-way for the general public.
- Spectran service is \$2.50 one-way, and is unavailable for the general public.
- Additional note: children under 42 inches tall ride free on any service when accompanied by an adult.

Description of Plan Process

CATA developed the Plan using the following process:

One: CATA Staff will create a draft Plan, incorporating all information required by R247.4201 and R247.4202 of the Michigan Administrative Code.

Two: CATA Staff will request that the Secretary of the L.A.C. add the Plan's review to the next scheduled L.A.C. meeting agenda.

Three: The draft Plan content will be provided to the L.A.C. members prior to the L.A.C. meeting, allowing for time to review the Plan.

Four: CATA Staff will attend the L.A.C. meeting where the draft Plan is being presented and will give opportunity to review and comment on the content of the Plan. In accordance with Section 10e(18)(d) of the Act, all comments on the Plan received at this meeting will be documented in a separate section of this Plan below.

Five: When the draft Plan is approved by the L.A.C., CATA staff will request that the CATA Board Secretary add the Plan to the next scheduled CATA Board of Directors meeting agenda. If the draft Plan is not approved by the L.A.C., steps three and four will be repeated until all questions are resolved and the L.A.C. approves the Plan. (See page 8 for Attachment One: Board Action Item Draft.)

Six: The draft Plan will then be shared with the CATA Board of Directors via a Board Action Item where CATA Staff will request the approval of the Plan, thereby authorizing the CATA CEO to implement the Plan.

Service Area Information

CATA's 561-square-mile service area spans all of Ingham County and extends into portions of Eaton and Clinton Counties. CATA's governmental membership comprises five municipalities: the City of Lansing and City of East Lansing, as well as Delhi, Lansing, and Meridian Townships. CATA has routes operating within Lansing, East Lansing, Lansing Township, Delhi Township (Holt), Meridian Township (Haslett & Okemos), MSU, Dansville, Leslie, Mason, Onondaga, Stockbridge, Williamston & Webberville, and Delta Township. A map of the entire CATA system is included with this Plan. (See page 9 for Attachment Two: CATA System Map.)

Service Schedule

CATA's current service schedules, including hours of day and days per week for fixed-route and demand-response service is as follows:

- Fixed-Route weekday service when MSU is in session is from 5:30 a.m. to 2:30 a.m.
- Fixed-Route Saturday service when MSU is in session is from 6:30 a.m. to 2:30 a.m.
- Fixed-Route Sunday service when MSU is in session is from 8:00 a.m. to 2:30 a.m.
- Fixed-Route weekday service when MSU is not in session is from 5:30 a.m. to 11:35 p.m.
- Fixed-Route Saturday service when MSU is not in session is from 6:30 a.m. to 11:35 p.m.
- Fixed-Route Sunday service when MSU is not in session is from 8:00 a.m. to 7:50 p.m.
- MSU Route weekday service when MSU is not in session is from 7:00 a.m. to 2:15 a.m.
- MSU Route Saturday service when MSU is not in session is from 9:20 a.m. to 2:30 a.m.
- MSU Route Sunday service when MSU is not in session is from 9:20 a.m. to 2:30 a.m.
- Shopping Bus weekday service is from 8:30 a.m. to 4:00 p.m.
- Shopping Bus Saturday service is not available
- Shopping Bus Sunday service is not available
- MSU Lot Link weekday service is from 7:00 a.m. to 2:00 a.m.
- MSU Lot Link Saturday service is from 9:00 a.m. to 2:00 a.m.
- MSU Lot Link Sunday service is from 9:00 a.m. to 2:00 a.m.
- MSU Night Owl weekday service is from 2:00 a.m. to 7:00 a.m.
- MSU Night Owl Saturday service is from 2:00 a.m. to 9:00 a.m.
- MSU Night Owl Sunday service is from 2:00 a.m. to 9:00 a.m.
- Rural weekday service is from 7:00 a.m. to 6:00 p.m.
- Rural Saturday service is not available
- Rural Sunday service is not available
- Delhi Township Redi-Ride weekday service is from 7:00 a.m. to 6:00 p.m.
- Delhi Township Redi-Ride Saturday service is from 9:00 a.m. to 5:00 p.m.
- Delhi Township Redi-Ride Sunday service is not available
- Mason Redi-Ride weekday service is from 6:30 a.m. to 6:00 p.m.
- Mason Redi-Ride Saturday service is from 8:30 a.m. to 4:00 p.m.
- Mason Redi-Ride Sunday service is not available
- Meridian Township Redi-Ride weekday service is from 7:30 a.m. to 6:30 p.m.
- Meridian Township Redi-Ride Saturday service is from 9:00 a.m. to 5:00 p.m.
- Meridian Township Redi-Ride Sunday service is not available
- Mason Connector weekday service is from 7:15 a.m. to 6:50 p.m.
- Mason Connector Saturday service is from 7:45 a.m. to 4:30 p.m.
- Mason Connector Sunday service is not available
- Williamston/ Webberville Connector weekday service is from 7:15 a.m. to 6:15 p.m.
- Williamston/ Webberville Connector Saturday service is from 7:20 a.m. to 5:00 p.m.
- Williamston/ Webberville Connector Sunday service is not available
- Spectran weekday service is from 5:45 a.m. to 11:00 p.m.
- Spectran Saturday service is from 7:45 a.m. to 11:00 p.m.
- Spectran Sunday service is from 8:15 a.m. to 7:00 p.m.

Schedules in Alternative Formats

CATA has produced copies of all routes in alternative formats to support seniors and persons with disabilities. The alternative formats include large print schedules and online audio files. This information can be found on our website in the Rider Information section, on the Disability Resources tab.

Availability of Vehicles

CATA does not make demand-response service vehicles available for use during hours or days other than regular service hours and days. CATA confirms that accessible transit vehicles are available for use by the senior and persons with disabilities to the same extent as the general public.

Advance Request for Demand-Response Vehicles

The minimum advanced reservation time that is required for seniors and persons with disabilities varies, depending on the type of demand-response service being requested. The specific minimum advanced reservation time for each demand-response service is as follows:

- For Shopping Bus service, no advance reservation is necessary.
- For MSU Night Owl and Lot Link services, no advance reservation is necessary.
- For Rural service, reservations must be received by 5 p.m. the day before the service is requested.
- For Redi-Ride service, reservations must be scheduled a minimum of four hours in advance of the desired pickup time.
- For Connector service, no advance reservation is necessary for trips made between the established routes. Requests for service deviating up to one mile from the established route must be arranged at least 30 minutes in advance of the desired trip.
- For Spectran service, reservations must be received by 5 p.m. the day before the service is requested.

Capacity Constraints and Restrictions

At the time of adoption and submission of this Plan, CATA does not have constraints on capacity or restrictions on trip purpose.

Summary of Demand-Response Vehicles Requested

As indicated above in the Current Vehicle Inventory section of this Plan, CATA currently operates a total 108 demand-response vehicles, which are comprised of small cutaway buses, medium duty buses, and minivans. Of these vehicles, the total number that will be fully accessible to seniors and persons with disabilities is 108 vehicles.

Additionally, as indicated above in the Anticipated Vehicle Inventory section of this Plan, CATA anticipates purchasing an estimated at 93 vehicles, comprised of small cutaway buses, medium duty buses, and minivans, using CTF funds in the next five years for which this Plan will be active.

The reason for operating this number of accessible vehicles is to provide seniors and persons with disabilities safe and reliable transportation options, ensuring the Americans with Disabilities Act (ADA) of 1990 is followed.

Comments from L.A.C.

CATA's L.A.C. members made the following comments about this plan:

1. LAC Chair Wiese requested membership affiliation and representation data listed in section "Introduction of L.A.C. Membership" for two members be corrected.
2. LAC Chair Wiese requested CATA revise section "Fare Structure for Elderly, Persons with Disabilities, General Public" to reference "seniors" instead of using the terminology "elderly."
3. LAC Chair Wiese requested CATA revise section "Fare Structure for Elderly, Persons with Disabilities, General Public" to reference "persons with disabilities" instead of using the terminology "disabled persons."

Response to Comments from L.A.C.

CATA made the following response to its L.A.C. regarding the above comments:

1. CATA corrected membership affiliation and representation data listed in section "Introduction of L.A.C. Membership."
2. CATA revised section "Fare Structure for Elderly, Persons with Disabilities, General Public" to reference "seniors" instead of using the terminology "elderly."
3. CATA revised section "Fare Structure for Elderly, Persons with Disabilities, General Public" to reference "persons with disabilities" instead of using the terminology "disabled persons."

Official Transmittal

In accordance with MDot requirements, a copy of this Plan has been transmitted to CATA's Project Manager with MDot. (Please see page 10 for Attachment Three: Transmittal of V.A.P.)

Attachment One: Board Action Item Draft

ACTION ITEM – VEHICLE ACCESSIBILITY PLAN – FY 2023

In order to receive state funding under the Michigan Public Act 51 for the purpose of purchasing, leasing, or renting demand-response vehicles, CATA is required to submit a Vehicle Accessibility Plan (VAP) to the Michigan Department of Transportation (MDOT) as part of its application for funding. Beginning in 2023, CATA is required to submit an update to the VAP once every five years.

The purpose of the VAP is to describe the demand-response service provided by CATA to persons who are 65 years of age and older and persons with disabilities.

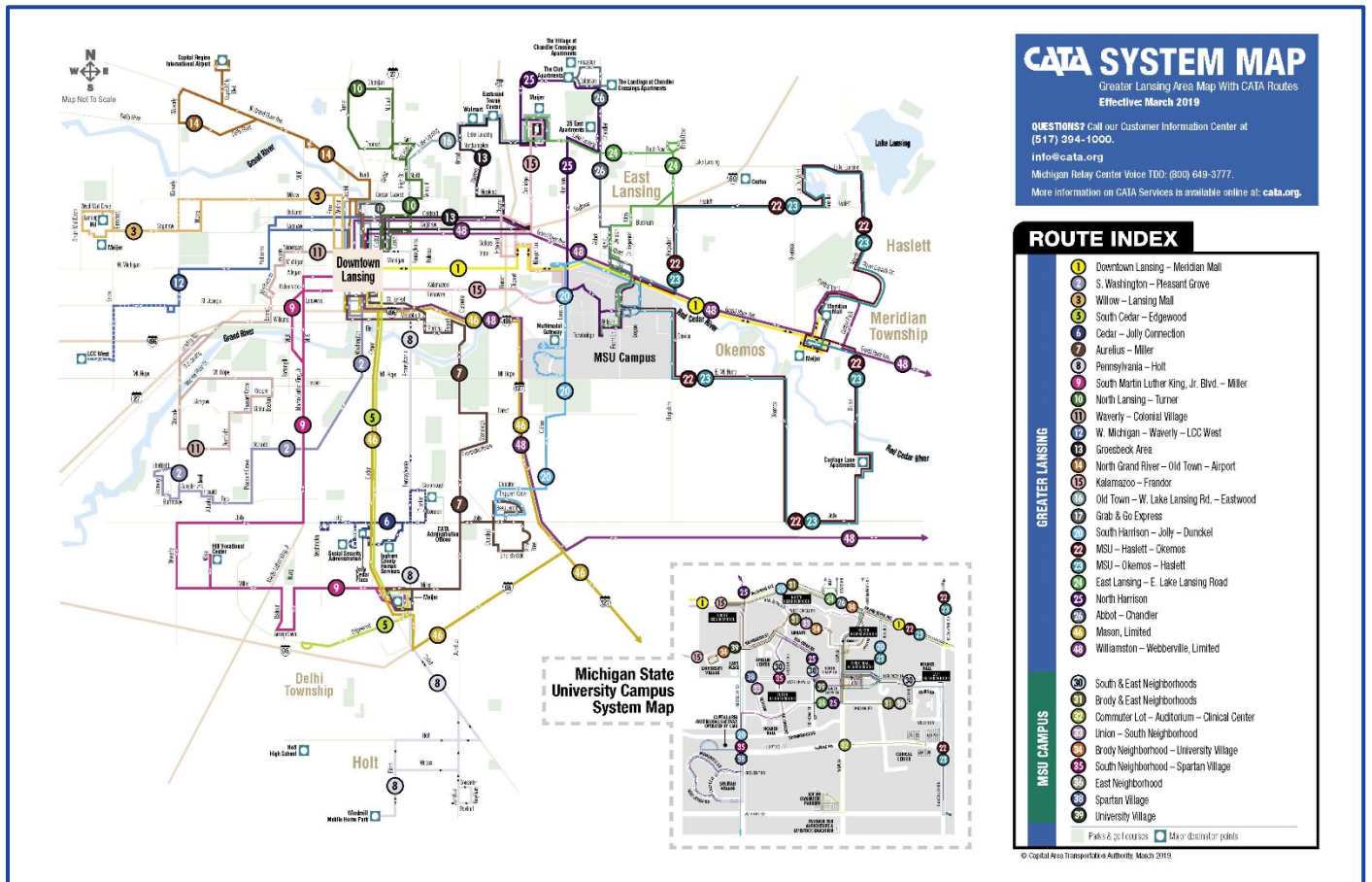
The VAP must be prepared in compliance with Section 10e(18) of the Michigan Transportation Fund Act (MCL 247.660e) (hereinafter “the Act”) and the official administrative rules for administration of Michigan’s Comprehensive Transportation Fund. CATA is required to prepare and submit any amendments to the VAP with the annual application for funding. An amendment is also required when proposed changes occur after the application has been submitted.

The Act requires that CATA’s Local Advisory Committee (LAC) has had an opportunity to review and comment on the VAP before its submission to MDOT. CATA’s LAC provided review and approval of the VAP during their regular meeting on February 1, 2023. After LAC approval, the VAP must also be submitted to and approved by CATA’s Board of Directors as the governing body.

Staff recommends that the Board of Directors adopt the following proposed motion.

PROPOSED MOTION: The CATA Board of Directors approves the FY 2023 Vehicle Accessibility Plan and authorizes the Chief Executive Officer, Bradly T. Funkhouser, or his designee to implement the Vehicle Accessibility Plan in order to continue receiving State of Michigan funding under the Michigan Public Act 51.

Attachment Two: CATA System Map



A picture of the CATA system map.

To view a large-scale version of this map, please visit the CATA website or click on this link: https://www.cata.org/Portals/0/Mini_System_Map_F19.pdf.

Attachment Three: Transmittal of V.A.P.

March 16, 2023

Tina Makarewicz, Project Manager
Michigan Department of Transportation
Office of Passenger Transportation
Van Wagoner Building
425 W. Ottawa Street
Lansing, MI 48909

SUBMITTED VIA EMAIL TO:
MakarewiczT@michigan.gov

RE: Vehicle Accessibility Plan

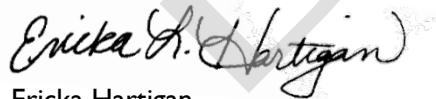
Dear Ms. Makarewicz:

This email is to submit the Capital Area Transportation Authority's (CATA) Vehicle Accessibility Plan (VAP). The VAP was drafted in accordance with the MDOT Comprehensive Transportation Fund Administrative Rule 247.4201.

The VAP was reviewed by the CATA Local Advisory Committee (LAC) on February 1, 2023, as shown on the enclosed meeting minutes. Upon LAC review, the plan was submitted to the CATA Board of Directors for approval. The motion to adopt the VAP was received by the Board of Directors on March 15, 2023.

Please contact me if you have any questions.

Sincerely,



Ericka Hartigan
Grants Manager

ELH/jmm

/Enclosures

ACTION ITEM - FISCAL YEAR 2022 FINANCIAL STATEMENTS AND AUDIT REPORT

The audit firm Plante Moran conducted an audit of CATA's Financial Statements and Report on Federal Awards for Fiscal Year 2022 and the Communication to those Charged with Governance and Management of CATA as of, and for the Year Ended September 30, 2022.

On February 24, 2023, the Board Audit Committee met with Plante Moran to review the audit as provided in the description of duties for the Board Audit Committee.

The Board Audit Committee consisting of Chair, Derek Melot, Phil Deschaine, and Maggie Sanders along with Board Chair, Nathan Triplett and Chief Executive Officer, Bradley T. Funkhouser, recommend the adoption of the motion set forth below.

PROPOSED MOTION: That the CATA Board of Directors accepts CATA's Financial Statements and Report on Federal Awards for Fiscal Year 2022 and the Communication to those Charged with Governance and Management of CATA.

INFORMATION ITEMS

MARCH 15, 2023

1. JANUARY RIDERSHIP REPORT
2. JANUARY RIDERSHIP GRAPH YEAR-TO-DATE
3. FUEL PURCHASE FOR FEBRUARY 2023
4. DEI TASK FORCE UPDATE

JANUARY 2023 RIDERSHIP REPORT

<u>Total system rides – January:</u>	<u>779,525</u>
Average weekday system ridership	32,350
Average weekday system ridership change January 2023 to January 2022	+22,000

	<u>January 2023 v. January 2022</u>	
	<u>Percentage Change</u>	<u>Ridership Change</u>
Monthly total system ridership	+196.8%	+516,921
Monthly Urban Fixed-Route change	+59.1%	+114,317
Monthly MSU campus ridership change	+2147.6%	+343,116
Monthly Spec-Tran ridership change	+2.9%	+528
Monthly Total Paratransit ridership change	+7.2%	+1,707

Note: Service on Routes 1, 3, 5, 8, 9, and 18 has been reduced as of 12/20/2021. MSU Service levels are increased for Spring 2023 compared with Spring 2022. Ridership has been substantially impacted by the COVID-19 pandemic.

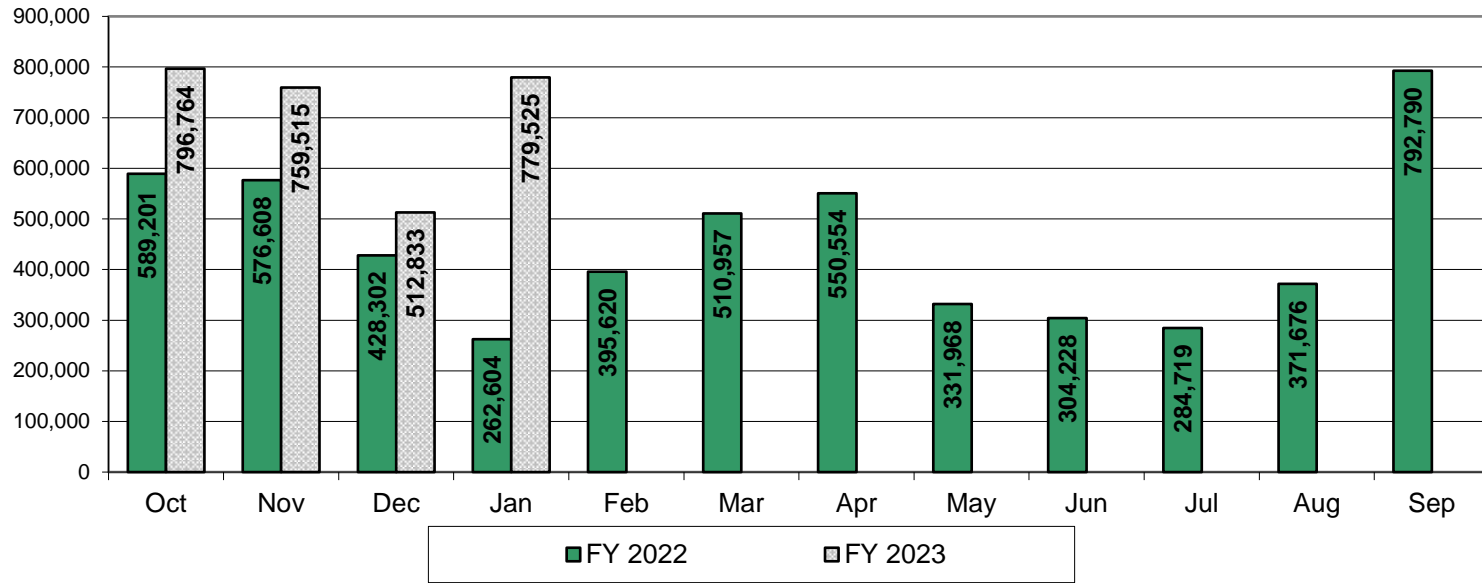
FY 2023 YEAR-TO-DATE RIDERSHIP

<u>Total system rides – FY 2023:</u>	<u>2,848,637</u>
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	<u>FY 2023 vs. FY 2022</u>	
	<u>Percentage Change</u>	<u>Ridership Change</u>
Total system rides change	+53.4%	+991,922
Year-to-Date Spec-Tran ridership change	-0.0%	-31
Year-to-Date Total Paratransit ridership change	+1.9%	+1,861

Note: Service on Routes 1, 3, 5, 8, 9, and 18 has been reduced as of 12/20/2021. Ridership has been substantially impacted by the COVID-19 pandemic.

CATA's Monthly Ridership: FY 2022 & FY 2023



INFORMATION ITEM - FUEL PURCHASE FOR FEBRUARY 2023

The following lists our prices for diesel fuel for February 2023

<u>Date of Delivery</u>	<u>Price Per Gallon</u>
02/03/2023	\$3.0705
02/08/2023	\$3.1000
02/14/2023	\$3.0840
02/20/2023	\$2.8360
02/24/2023	\$2.7990
FY 2023 Current average per gallon fuel cost	\$2.98
FY 2023 Budget per gallon fuel cost	\$2.35

Diversity Equity & Inclusion Task Force
Meeting Summary
February 20, 2023

Black History Month Celebration

In honor of Black History Month, which was officially recognized by President Gerald R. Ford in 1976, the Task Force seized the opportunity to honor the accomplishments of Black Americans in every area of endeavor throughout history. The national 2023 Black History Month theme is “Black Resistance.”

It was Carter G. Woodson, the “father of Black history,” who first set out in 1926 to designate a time to promote and educate people about Black history and culture.

Respectfully submitted,

Marshea Brown
Co-Chair, DEI Task Force
Director of Human Resources

Lolo Robison
Co-Chair, DEI Task Force
Director of Marketing, CX & PIO

