

CAPITAL AREA TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS MEETING

WEDNESDAY, OCTOBER 20, 2021  
4:00 P.M. – 3131 E. MICHIGAN AVE., LANSING, MI 48912  
(FORMER SEARS BUILDING)

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

**CALL TO ORDER:**

Nathan Triplett, Chair called meeting to order at 4:01 p.m.

**ABSENT:** Jack Schmitt

**LATE:** Jennie Gies

**ROLL CALL:** All present except for Jack Schmitt who was absent.

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

Jennie Gies arrived at 4:04 p.m.

**PUBLIC COMMENTS:**

Jim Search, a CATA operator, expressed his frustration over the current routes and shifts that drivers are having to choose from. He believes morale is low among the drivers and hopes that the proposed new bid schedule will be modified.

Deb Parrish inquired on the amount of money being saved by split shifts. She also expressed her hope that CATA and the Union will come together for a new contract soon. Ms. Parrish shared a story about her experience with Transdev.

Steve Soliz, President of ATU, Local 1039, expressed his concern over safety and the new operators being ready to start on November 1, 2021. He also shared his frustration over the new bid board and operators being scheduled to drive various services, including paratransit.

Fred Wurtzel, from the National Federation of the Blind (NFB) of Michigan, requested that CATA update their technology to better serve the ADA community and Transdev riders. He also asked for a meeting with Chief Executive Officer, Bradley T. Funkhouser to discuss implementing his ideas.

Ody Norkin, from the National Federation of the Blind (NFB) of Michigan, informed the Board about new technology that is readily available for paratransit. He also requested that a formal meeting be scheduled to discuss implementing the new technology at CATA and Transdev which would include: estimated time of arrivals, same day scheduling and tracking capabilities.

Karla Hudson, from the National Federation of the Blind (NFB) of Michigan, voiced her concerns with paratransit and requested that new technology be implemented at Transdev and CATA. She also commented on the drivers proposed bid schedule and her approval for keeping drivers in their usual vehicle rather than alternating between buses.

Mykail Gleason shared a story about her fiancée that was an operator at CATA for two (2) years. She also expressed her belief that the new shifts are unfair and need to be modified.

Manuel Lugo expressed his frustration with the new bid schedule and hopes that it will be modified.

**CHAIR'S COMMENTS:**

**MOTION:**

Robin Lewis motioned to excuse Jack Schmitt and Doug Lecato supported the motion.

**VOTE:** The motion carried unanimously.

**CHIEF EXECUTIVE OFFICER'S REPORT**

**Vaccines**

Bradley Funkhouser stated that Tina Orlando, Board Secretary sent out an email last week to all Board members encouraging them to complete a survey and upload their vaccination cards.

Bradley Funkhouser also reported that CATA is still waiting for vaccine mandate regulations from MIOSHA. He informed the Board that CATA's administrative staff has been voluntarily uploading their vaccination cards. So far, CATA has received approximately 25% of the administration staff's vaccination status which is being tracked through ADP. Mr. Funkhouser stated that once CATA receives guidance from MIOSHA, he will be ready to implement a vaccine mandate for all CATA employees.

### **Captain Katherine Diehl**

Bradley Funkhouser introduced City of Lansing's Police Captain Katherine Diehl. She is one of the officer's hired to patrol at the CTC. Mr. Funkhouser recognized Captain Diehl and thanked her and the rest of the police force for their service especially since school started and helping the students at the CTC.

Captain Diehl spoke on behalf of her fellow officers and thanked Mr. Funkhouser for his appreciation.

### **Ridership**

Bradley Funkhouser stated that ridership is at approximately 2,300 rides per day. Mr. Funkhouser also noted that compared to two (2) years ago (pre-COVID-19) both CATA and Transdev's service is down 50% while Spec-Tran is down about 40%. Most of CATA's ridership is attributed to MSU routes and the success of Route 18.

### **Regional Coordination**

Bradley Funkhouser reported that he meets with the other two (2) transit authorities (Clinton Transit and EATRAN) and Tri-County Regional Planning Commission every two (2) weeks to discuss regional coordination. Mr. Funkhouser also recently met with Ken Fletcher, Supervisor of Delta Township. Their conversation included not only improving current routes but also the new possibility of Route 3 expanding further into Delta Township. Mr. Funkhouser expressed his enthusiasm for expansion and looks forward to working with Mr. Fletcher.

### **New Bid Board**

Bradley Funkhouser announced that CATA has had historic absences. In response to the absenteeism issue, experts were brought in to assist CATA in creating a bid board through automatic run cutting. Mr. Funkhouser noted that the results have improved route efficiencies. Part-time operators will now have the opportunity to work Monday through Friday shifts which will decrease the number of vehicles needed on a daily basis.

Chair Triplett encouraged Board members to take part in the voluntary survey that was sent out last week in an email from Tina Orlando, Board Secretary and to upload their vaccination cards if they have not done so already.

Doug Lecato inquired about receiving a response after submitting the vaccination survey.

Chair Triplett stated that a response from staff should be issued after submitting the vaccination survey.

Phil Deschaine inquired about the absences being related to drivers out from COVID-19.

Bradley Funkhouser stated that there are only a few drivers out from COVID-19. The absences are a combination of FMLA, short and long-term disability and unexcused absences.

Shanna Draheim inquired about the bid board duration.

Andrew Brieschke, Deputy CEO stated that the new bid runs from November 1, 2021, through December 19, 2021.

Shanna Draheim inquired about the improvements being made with the new bid board and drivers being mandated to work.

Bradley Funkhouser stated that the new bid board will expand the Extra Board (which is paid at straight time) and reduces forced overtime. The bid board includes large and small buses. Mr. Funkhouser also verified that drivers have been trained on all buses and anyone wishing extra training will receive it.

Dion'trae Hayes inquired about the resolutions mentioned by the representatives from the NFB of Michigan and requested clarity on the appropriate process.

Bradley Funkhouser stated that over the years, the LAC has become very empowered and is an appropriate place for the NFB of Michigan to present their resolutions, however; if they wish to meet with him instead, he would be happy to oblige.

Robin Lewis inquired on whether the current bid is effective or ineffective.

Bradley Funkhouser stated that the current bid is inefficient and needs to be improved. He also stated that CATA cares about all its employees, but the reality is that we are not in a position where any driver can dictate when or what vehicle they wish to drive.

Robin Lewis appreciated Mr. Funkhouser's passion and thanked him for being transparent with his vision for CATA's future.

Shanna Draheim commented on the bid board and the best practices for CATA moving forward, particularly with Spec-Tran and customer service.

Dion'trae Hayes shared her experience in management and how being more efficient can sometimes affect the human component in service.

Dion'trae Hayes also suggested that CATA gather more feedback by sending out a survey to their drivers.

**ACTION ITEMS – PROPOSED CONSENT AGENDA**

- A. APPROVAL OF MINUTES OF SEPTEMBER 15, 2021, BOARD MEETING
- B. APPROVAL OF TREASURER'S REPORT FOR AUGUST 2021
  - 1. Interim Income Statement
  - 2. Cash Summary
  - 3. Investments
  - 4. Fifth Third Investment Account Reconciliation

C. APPOINTMENTS TO LOCAL ADVISORY COMMITTEE LEADERSHIP

**PROPOSED MOTION:** That the CATA Board of Directors approves the appointment of the following to the LAC offices set forth next to their names for a one-year term ending in October 2022:

Deb Wiese ..... Chair  
Kellie Blackwell.... Vice Chair

D. PURCHASE OF LARGE 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 option on its contract with Nova Bus for nine (9) buses of which seven (7) will be 40-foot models and two (2) will be articulated models at a price not to exceed \$5,400,000 for the vehicles and pending successful completion of necessary FTA Buy America audits on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

E. VOICE AND DATA SERVICE CONTRACT EXTENSION FOR ACD

**PROPOSED MOTION:** That the CATA Board of Directors authorizes Board Chair Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute an agreement with ACD.net, Inc. to provide voice and data services in the amount of \$30,000 for the period of November 2021 through May 2021 on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

F. VOICE AND DATA NETWORK CONTRACT AWARD FOR METRONET

**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 MetroNet of Michigan for Voice and Data Network services for a three (3) year period and an option for one (1) additional, two (2) year extension on such other terms and conditions as the Board Chair and the Chief Executive Officer deem necessary.

G. LEASE, LICENSE, AND TICKETING AGREEMENTS FOR INDIAN TRAILS

**PROPOSED MOTION:** That the CATA Board of Directors authorizes Board Chair Nathan Triplett and Chief Executive Officer Bradley T. Funkhouser, to execute a lease, license and ticketing agreements between CATA and Indian Trails, as outlined above, on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

H. MDOT RESOLUTION OF INTENT

**PROPOSED MOTION:** That the CATA Board of Directors adopts the Resolution of Intent set forth below:

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**FISCAL YEAR 2023 RESOLUTION OF INTENT**

The approved resolution of intent to apply for state formula operating assistance for fiscal year 2023 under Act 51 of the Public Acts of 1951, as amended.

**WHEREAS**, pursuant to Act 51 of the Public Acts of 1951, as amended ("Act 51"), it is necessary for Capital Area Transportation Authority (hereby known as THE APPLICANT), established under 1963 PA 55, to provide a local transportation program for the state fiscal year of 2023 and, therefore, apply for state financial assistance under provisions of Act 51; and

**WHEREAS**, it is necessary for the governing body, to name an official representative for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51; and

**WHEREAS**, it is necessary to certify that no changes in eligibility documentation have occurred during the past state fiscal year; and

**WHEREAS**, the performance indicators have been reviewed and approved by the governing body.

**WHEREAS**, THE APPLICANT has reviewed and approved the proposed balance budget, and funding sources for FY 2023 are estimated to include the following: federal funds of \$8,900,000, state funds of \$17,600,000, local funds of \$24,300,000, farebox funds of \$1,800,000, and other funds of \$4,400,000. Total expenses are estimated to be \$57,200,000. THE APPLICANT'S budget for its local transportation program for FY 2023 reflects a shortfall of \$200,000 that will be bridged through the use of assets (cash) supplied from its existing surplus net position.

**NOW THEREFORE**, be it resolved that THE APPLICANT hereby makes its intentions known to provide public transportation services and to apply for state financial assistance with this annual plan, in accordance with Act 51; and

**HEREBY**, appoints THE APPLICANT'S, Chief Executive Officer, Bradley T. Funkhouser or his designee, as the Transportation Coordinator, for all

public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51 for 2023.

I. MDOT MASTER AGREEMENT RESOLUTION AND PROJECT AUTHORIZATION RESOLUTION

**PROPOSED MOTION:** Staff recommends that the Board approve the Resolutions set forth below.

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**MASTER AGREEMENT RESOLUTION**

**WHEREAS**, the Capital Area Transportation Authority ("CATA") has the authority to contract with the Michigan Department of Transportation for state and/or federal funds for passenger transportation related services; and,

**WHEREAS**, CATA does hereby approve Master Agreement No. 2022-0027 (the "Agreement").

**NOW, THEREFORE**, be it resolved that the Chief Executive Officer of CATA be authorized and directed to execute the Agreement for and on behalf of CATA.

**PROJECT AUTHORIZATION AGREEMENT**

**WHEREAS**, this resolution shall also approve execution of project authorizations for any programs designated by CATA and/or project authorizations for any amount determined by CATA with the Michigan Department of Transportation which are issued under Master Agreement No. 2022-0027.

**NOW, THEREFORE**, be it resolved that the Chief Executive Officer of CATA, or his or her designee, are authorized to enter into and execute on behalf of CATA all such project authorizations with the Michigan Department of Transportation for passenger transportation related services for the Agreement period.

Shanna Draheim requested that Action Item E and F be moved to discussion.

Dion'trae Hayes noted a correction to the October 2021 Board meeting minutes on page eight (8).

**MOTION:**

Phil Deschaine motioned to approve the Consent Agenda and Robin Lewis supported the motion.

**VOTE:** The motion carried unanimously.

**ACTION ITEMS - PROPOSED DISCUSSION AGENDA**

A. VOICE AND DATA SERVICE CONTRACT EXTENSION FOR ACD

**PROPOSED MOTION:** That the CATA Board of Directors authorizes Board Chair Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute an agreement with ACD.net, Inc. to provide voice and data services in the amount of \$30,000 for the period of November 2021 through May 2021 on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

B. VOICE AND DATA NETWORK CONTRACT AWARD FOR METRONET

**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 MetroNet of Michigan for Voice and Data Network services for a three (3) year period and an option for one (1) additional, two (2) year extension on such other terms and conditions as the Board Chair and the Chief Executive Officer deem necessary.

**MOTION:**

Mark Grebner motioned to approve Discussion Agenda Item A, VOICE AND DATA SERVICE CONTRACT EXTENSION FOR ACD and Discussion Agenda Item B, VOICE AND DATA NETWORK CONTRACT AWARD FOR METRONET and Shanna Draheim supported the motion.

**DISCUSSION:**

Shanna Draheim inquired about the overlap in service between ACD and MetroNet.

Bradley Funkhouser deferred to Dan Goodemoot, Director of IT to give an explanation.

Dan Goodemoot explained that in order to give additional time to MetroNet to complete their implementation process, it was necessary to extend the contract with ACD for an additional six (6) months to ensure that CATA receives complete coverage at all times.

Shanna Draheim thanked Mr. Goodemoot for his explanation.

**VOTE:** The motions carried unanimously.

C. MPSCS RADIO PROJECT UPGRADE

**PROPOSED MOTION:** That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to enter into a contract with Motorola to replace the existing CATA radio infrastructure with infrastructure to connect CATA to the State of Michigan MPSCS radio system. The estimated cost for the infrastructure portion of this project is \$5,100,000.

**MOTION:**

Derek Melot motioned to approve the Discussion Agenda Item C, MPSCS RADIO PROJECT UPGRADE and Jennie Gies supported the motion.

**DISCUSSION:**

Dan Goodmoot, Director of IT gave a PowerPoint presentation on the MPSCS Radio Project. Mr. Goodmoot went over CATA's current radio service and then shared the benefits of connecting to the Michigan Public Safety Communication System (MPSCS) which include being on the same service as MSU, second largest trunked communication system in the world and readily used among state and local first responders. Since March 2020, the system covers approximately 60,000 square miles, has 279 radio towers and connects over 108,000 radios.

Doug Lecato requested that Mr. Goodmoot explain the trunked radio system.

Dan Goodmoot stated that trunked radios use several channels or frequencies that can be shared by a large number of users without their conversations interfering with each other.

Jennies Gies requested to know what items are included in the price tag.

Dan Goodmoot stated that the price includes the Motorola radios, the technology and the dispatch councils to help with the flow of communication between towers.

Robin Lewis inquired about whether CATA will be able to connect with other existing systems and what funds will be used to pay for this project.

Dan Goodmoot confirmed that CATA will still be able to connect to other existing systems.

Bradley Funkhouser informed the Board that capital funds will be used.

John Prush inquired about the model of the portable radios that CATA will be using.

Dan Goodmoot replied that he is not sure and will get back to Mr. Prush with an answer soon.

Phil Deschaine inquired about the initial cost of connecting to the MPSCS radio system.

Dan Goodemoot replied that there is a one-time cost of \$250.00 per radio.

Doug Lecato inquired about maintaining the products and the entire system.

Dan Goodemoot replied that CATA will be responsible for any maintenance issues and maintaining warranties.

Robin Lewis requested a timeline for the radio project.

Dan Goodemoot stated that after the products arrive, it will take the next couple months to complete the transition and testing, therefore; he expects the radio project to be completed sometime in 2022.

Shanna Draheim was pleased to see the radio system update and stressed the importance of public safety.

Dion'trae Hayes echoed Shanna Draheim remarks.

Mark Grebner shared some history about radios and usage at CATA.

John Prush inquired on the number of radios being purchased.

Dan Goodemoot replied that between 300 and 350 Motorola radios will be purchased.

**VOTE:** The motion carried unanimously.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

**PROPOSED MOTION:** That the CATA Board of Directors approve Doug Lecato's request to attend the APTA TRANSform Conference in November 2021.

**MOTION:**

Robin Lewis motioned to approve Doug Lecato's request to attend the APTA TRANSform Conference in November 2021 and Dion'trae Hayes supported the motion.

**VOTE:** The motion carried unanimously.

Robin Lewis inquired about CATA offering free rides during elections.

Bradley Funkhouser replied yes, CATA will offer free rides during elections.

**PUBLIC COMMENTS:**

Jim Search thanked the Board for the opportunity to speak and commented on the absences. He expressed his opinion that things will get worse before they get better.

Deb Parrish expressed her excitement for being able to attend the October 2021 Board meeting in person. She also commented on CATA's safety issues with Transdev.

Fred Wurtzel stated that public transportation is funded by the public because there is a need for transportation in their communities. He also expressed his opinion that the Trapeze software is part of the problem and not a solution and requested to meet with CATA before the contract with Transdev is renewed.

Ody Norkin stated his opinion that Trapeze is a conflict of interest and that every agency has fallen into the same trap by using Trapeze. He suggested that CATA raise their technology to a new level.

Karla Hudson stated that she has been a CATA rider for over 30 years. She also expressed her frustration with having to go back to the LAC and hopes that the NFB of Michigan and CATA can work together to improve the service at CATA and Transdev.

Nathan Barhn expressed his opinion about split shifts and suggested that CATA provide free childcare service for their operators.

Steve Soliz, President of ATU, Local 1039, stated that the issues that the CATA operators are facing are not monetary in nature but rather inconsistencies in service that he believes will have a negative impact on the quality of service.

**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:**

A motion was made by Robin Lewis and supported by Shanna Draheim to approve going 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.

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

**ADJOURNMENT:**

There was no further business Chair Triplett adjourned meeting at 6:08 p.m.  
Respectfully Submitted,

Shanna Draheim  
Secretary/Treasurer

Tina Orlando  
Recording Secretary