

CAPITAL AREA TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS MEETING

WEDNESDAY, SEPTEMBER 20, 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  
Shanna Draheim, Secretary/Treasurer  
Derek Melot  
Phil Deschaine  
Doug Lecato  
Jack Schmitt  
John Prush  
Phyllis Vaughn  
Terrance Augustine

**CALL TO ORDER:**

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

**ROLL CALL:** Terrance Augustine, Phil Deschaine, Shanna Draheim, Dusty Fancher, Doug Lecato, Derek Melot, John Prush, Jack Schmitt, Nathan Triplett, and Phyllis Vaughn were all present.

**LATE:** Mark Grebner

**ABSENT:** Jennie Gies and Maggie Sanders

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.

**PUBLIC COMMENTS:**

None

**CHAIR'S COMMENTS:**

**MOTION:**

Doug Lecato motioned to excuse Jennie Gies, and Maggie Sanders. Jack Schmitt supported the motion.

**VOTE:** The motion carried unanimously.

**CHIEF EXECUTIVE OFFICER'S REPORT**

**CATA's Storm Response**

Bradley Funkhouser commented on the storms that went through the area on August 24, 2023. He stated that while both CATA and EATRAN were in contact with the Emergency Operation Center, neither facility had to be evacuated. Mr. Funkhouser

explained that on that night, Haven of Rest, an assisted living home in Williamston, suffered severe damage to their roof leaving residents trapped inside. Thankfully, CATA was able to use back roads to transport residents to another care facility in the county. Mr. Funkhouser expressed his gratitude for those who provided service that night, especially Andrew Brieschke, Deputy CEO, and operators Chris Jandron and Greg Mayes who went above and beyond to help.

### **Job Fair**

Bradley Funkhouser stated that the last class of 15-20 drivers are close to finishing their training and will be on the road soon. He also noted that EATRAN will also have new drivers starting soon as well.

### **Ridership**

Bradley Funkhouser stated that CATA's ridership is down twenty-two percent from pre-pandemic levels and is slowly coming back.

### **Microtransit**

Bradley Funkhouser stated that Dustin Hagfors, Director of Planning and Development, gave a presentation on microtransit at the May 2023 Board meeting. Mr. Funkhouser reported that CATA released a Request for Purchase (RFP) earlier today. He believes that microtransit is the future of connecting first mile and last mile trips with other CATA services such as fixed-route.

Shanna Draheim inquired whether MSU's student ridership is being tracked based on where students are living.

John Prush stated that MSU does track student's ridership on campus and they also issued a survey to students living off campus. He explained that MSU and CATA work closely together to collect and share data on student ridership.

Bradley Funkhouser noted that Andrew Brieschke, Deputy CEO, is CATA's liaison to MSU. He also shared that currently CATA and MSU are already looking at service for next fall.

## **ACTION ITEMS – PROPOSED CONSENT AGENDA**

- A. APPROVAL OF MINUTES OF AUGUST 16, 2023, BOARD MEETING
- B. APPROVAL OF TREASURER'S REPORT FOR JULY 2023
  - 1. Interim Income Statement
  - 2. Cash Summary
  - 3. Investments
  - 4. Fifth Third Investment Account Reconciliation

C. CATA BOARD MEETING SCHEDULE FOR FY 2024

**PROPOSED MOTION:** That the proposed CATA Board Meeting Schedule for FY 2024 be adopted as presented.

D. LEGAL COUNSEL RECOMMENDATION

**PROPOSED MOTION:** That the CATA Board of Directors approve the following law firms to represent CATA during FY 2024: Bleakley, Cypher, Parent, Warren & Quinn, P.C.; George Brookover, P.C.; Murphy & Spagnuolo, P.C.; Barnes & Thornburg, L.L.P.; and Butzel Long, P.C.

E. 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 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.

F. CATA SERVICE MONITORING REPORT – FY 2023

**PROPOSED MOTION:** That the CATA Board of Directors is aware of its Title VI responsibility to monitor and report on service and has considered and approves the CATA Service Monitoring Report - FY 2023 and authorizes staff to submit this Report with CATA's FY 2023 Title VI Program Update.

G. ESTABLISH § 457(f) PLAN TO COVER BRADLEY T. FUNKHOUSER

**PROPOSED MOTION:** That the Board of Directors authorizes the establishment of a 457(f) deferred compensation plan to cover Chief Executive Officer, Bradley T. Funkhouser, on such terms and conditions as Board Chair, Nathan Triplett, and the Chief Executive Officer agree are necessary to accomplish the mutual goal set forth in Section 4.3 of the Employment Agreement, approved by the Board of Directors on July 20, 2022, between CATA and the Chief Executive Officer.

**MOTION:**

Phil Deschaine motioned to approve the Consent Agenda and Shanna Draheim supported the motion.

**VOTE:** The motion carried unanimously.

**OLD BUSINESS**

None

## **NEW BUSINESS**

- ELECTION OF OFFICERS

**PROPOSED MOTION:** That the CATA Board of Directors approves the recommendation of the Nominating Committee and elects the following Board members to the offices set opposite their names, effective October 1, 2023, for a one (1) year term expiring September 30, 2024, pursuant to Board Policy #400, Section 1.03:

Nathan Triplett - Chairperson  
Dusty Fancher - Vice Chairperson  
Shanna Draheim - Secretary/Treasurer

### **MOTION:**

A motion was made by Derek Melot and supported by Doug Lecato to approve the recommendation from the Nominating Committee for the election of Executive Officers as follows: Nathan Triplett, Chair; Dusty Fancher, Vice Chair; and Shanna Draheim, Secretary/Treasurer for the Fiscal Year 2024.

### **DISCUSSION:**

Chair Triplett thanked Derek Melot and the entire committee for serving on the Nominating Committee.

**VOTE:** The motion carried unanimously.

Shanna Draheim thanked Board members.

Dusty Fancher thanked Board members and expressed how she is honored to serve as Vice Chair on CATA's Board of Directors.

Chair Triplett thanked Board members for their support and expressed his appreciation for their comments.

### **PUBLIC COMMENT**

Phyllis Vaughn shared her experience riding on CATA earlier in the day with a veteran and expressed her appreciation that CATA offers free rides to veterans.

Daniel Black expressed his concern over designated smoking areas outside of CATA's Transportation Center (CTC) and CATA's procedure on operators loading ADA passengers using wheelchairs onto fixed-route buses. Mr. Black noted that it seems drivers have a policy in place to load disabled passengers first; however, students need to also be aware. He suggested that CATA have ambassadors share this information with customers.

### **ADJOURNMENT**

Chair Triplett adjourned the meeting at 4:18 p.m.

Respectfully Submitted,

Shanna Draheim  
Secretary/Treasurer

Tina Orlando  
Recording Secretary