

The Board of Trustees of the Springfield Mass Transit District met in a regular session in the office of the Springfield Mass Transit District located at 928 South Ninth Street, Springfield, Illinois. The Meeting was called to order at 4:32 PM by Sue Davsko, Chairperson.

I. Roll Call

Present:

Susan Davsko	Vice-Chairperson
Leslie McCarthy	Secretary
Karen Hasara	Treasurer
Jerry Doss	Trustee
Sandra Douglas	Trustee
Wynne Coplea	Trustee
Ed Gower	Counsel
Frank Squires	Managing Director
Angela Brooks	Superintendent of Transportation
Earl Amos	Superintendent of Maintenance
Melissa Ashford	Superintendent of Access
Shoun Reese	Grants & Procurements Manager
Ruth Bellm	HR Manager
Steve Schoeffel	Service Planning & Marketing Specialist
Linda Wheeland	Senior Planner, SSCRPC
Jason Sass	Associate Planner, SSCRPC

Absent:

Brian Brewer	Chairperson
Diane Townsend	AMD for Finance and Administration

II. Approval of Minutes

There were no comments or questions. Sandra Douglas made a motion to approve the minutes of the December 21, 2015 Regular Meeting, seconded by Karen Hasara. The motion unanimously passed.

III. Director Reports

Frank Squires, Managing Director, updated the board on Remix route planning software. We are also exploring tablets to replace the board books in the near future.

Shoun Reese discussed strategy for future grant applications and expenditures. IDOT funds (DTIF) have been swept and de-obligated, leaving some projects in limbo. Under the recently-passed Federal Fast Act, a five-year appropriation, competitive bus and bus facility discretionary funding programs were re-introduced. Funding programs will fund projects with a strong focus on innovative projects. The TIGER program will be used for shovel-ready projects. SMTD strategy will be to seek federal dollars for critical capital

(buses and facilities) and technology needs will be moved to requests for state grant program dollars. Bus replacement is a priority. The State had previously awarded 5.5 million dollars for buses and electronic fare collection to us. The status of that grant funding is now unknown.

IV. Reports

A. Approval of November and December Cash Disbursements and Financial Statements

There were no comments or questions. Jerry Doss made a motion to approve the November and December Cash Disbursements and Financial Statements. Seconded by Sandra Douglas. The motion passed unanimously.

B. Board Committee Reports: Finance-Operations-Administration

Finance: There was nothing to add to previous funding and financial discussions.

Operations:

Earl Amos reported ten employees (of 19) missed no time, had no accidents last year. TIA certification on tires was obtained. New CNG equipment was put in place. Rockford is sending technicians down for training at SMTD. IDOT looked at rebuilt Access buses, and is now looking to encourage rebuilds instead of some replacements.

Melissa Ashford stated last month there were some accidents, injured drivers, and FMLA instances that have left Access short on drivers. Most accidents were not the fault of our drivers. Hiring is underway. Ridership is steadily increasing, including revenue contracts.

Angie Brooks stated we ran our second Saturday holiday schedule, and it went smoothly. Two more similar holidays will occur in February.

Administration: Karen Hasara had nothing new to report.

- C. Planning Commission Report:** Linda Wheeland stated the planning commission is working to get more information out to the public. They have created an interactive map for inter-urban trails including transit. Staff is getting good at creating these maps, so they are looking for suggestions. SATS unified planning work program is coming up, and they are looking for suggestions/information for that plan. Jason Sass commented that May 16th-20th is National Bike To Work Week, and the planning commission will be actively participating again this year.

V. Public Comments. There were no public comments.

VI. New Business

A. Group Health Insurance Option

Shoun Reese stated we are in the final year of the current contract. We are requesting approval to exercise the final year option of the contract while we explore how to proceed in the future. The procurement process is underway.

Wynne Coplea moved to approve the Group Health Insurance Option, seconded by Jerry Doss. The motion passed unanimously on a roll call vote.

B. Commercial Insurance Option

Shoun Reese stated this is in the final year under the current contract. This is the first year with Travelers for workers compensation claims. We are asking for authorization to extend the current contract while we explore how to proceed in the future.

Sandra Douglas moved to approve the Commercial Insurance Option, seconded by Leslie McCarthy. The motion passed unanimously on a roll call vote.

VII. Closed Meeting

Karen Hasara then moved to close the "open meeting" at 4:54 PM and to open a "closed meeting" for the purpose of discussing:

(1) The review and approval of closed session minutes, pursuant to the Open Meetings Act (5 ILCS 120/2(c)(21)); AND (2) Security procedures and the use of personnel and equipment pursuant to the Open Meetings Act (5 ILCS 120/2(c)(8)), seconded by Wynne Coplea. The motioned passed unanimously.

The Open meeting re-opened at 5:04 PM.

VIII. Additional New Business

A. Approval of December 21, 2015 Closed Meeting Minutes

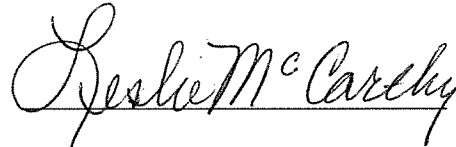
A motion was made by Leslie McCarthy to approve the closed meeting minutes of December 21, 2015, seconded by Sandra Douglas. The motion unanimously carried.

B. Authorizing Resolution – Upgrade Safety & Security Procedure and Equipment.

A motion was made by Wynne Coplea to approve the Authorizing Resolution to upgrade safety and security procedure and equipment, seconded by Leslie McCarthy. The motion unanimously passed on a roll call vote.


IX. Adjournment

Wynne Coplea made a motion to adjourn the open meeting, seconded by Leslie McCarthy. The motion carried unanimously. The meeting was adjourned at approximately 5:07 PM.



Leslie McCarthy, Secretary

Approved:


Brian Brewer, Chairperson