

October 18, 2016
Shawnee Mass Transit District
Shawnee MTD Administrative Offices Board Room

Members Present:

Nancy Doss
Jim Clark
Marcia Fair
Bret Neighbors
Elmer Pullen

Executive Director:

Maureen Mann

CFO:

Dori Bigler

Operations Coordinator:

Tiffany Morgan

Human Resources:

Karen Wilson/ Absent

Fleet Manager:

Jon Murrie

The meeting was called to order by the Board President, Nancy Doss at 4:00 p.m.

Item: Minutes

Bret Neighbors motioned to approve the September 20, 2016 minutes. Jim Clark seconded the motion. All in favor. Motion passed.

Item: Check Register and Financial Update

Marcia Fair motioned to approve the September, 2016 Check Register and Financial Update. Jim Clark seconded the motion. All in favor. Motion passed.

Item: Public Comments

None, No public present

Item: Old Business

None

Item: New Business

Nancy Doss introduced Resolution #83 concerning the FY17 Federal 5311 monies. Jim Clark made the motion to approve the Resolution. Elmer Pullen seconded the motion. All in favor. Motion passed.

Maureen Mann introduced a policy concerning substitute drivers for Board approval. Marcia Fair motioned to approve the Substitute Driver Policy. Bret Neighbors seconded the motion. All in favor. Motion passed.

Item: Administrative Update

Maureen Mann gave an IDOT Update concerning DOAP Funding and 5311 Funding. She reviewed the minutes from an IPTA Special Board Meeting concerning Transit Funding. She announced she will be attending a hearing in Pope County on October 20, 2016 at 9:00a.m. Also reported was the receiving of a \$10,000 grant from the Hastings Foundation to supplement the transportation of Catholic School students.

Item: Operations Update

Tiffany Morgan reported on the new hires, a Pre and Post Trip Training she and a shop employee will be attending this month and a scheduled meeting with the Ops Manger and lead Dispatcher from South Central Transit to discuss how our scheduling can be improved.

Item: Human Resources Update

Maureen Mann reported two new hires, no worker's comp claims and options for an SMTD holiday party.

Item: Fleet Update

Jon Murrie reported that we have received the last minivan on September 30th, 2016. This brings SMTD up to date with the CVP program. He also reported two vehicles "Down" in the shop and four incidents with vehicles none of which were our drivers' fault.

Item: Adjournment

At 4:45 p.m. Jim Clark made a motion to adjourn. Bret Neighbors seconded the motion. All in favor. Motion passed.

Jim Clark, Secretary