



## Board of Directors Meeting

### Meeting Place and Time

The Board of Directors Meeting will be held on Thursday, April 18, 2019 and begin promptly at 9:00 AM. The meeting will be held in the Board Room at the following address:

#### Shawnee Mass Transit District

100 Smart Drive  
Vienna, Illinois 62995

### Attendees

| PERSONS ATTENDING | TITLE                      | PRESENT | ABSENT |
|-------------------|----------------------------|---------|--------|
| NANCY DOSS        | Chairperson                |         |        |
| ELMER PULLEN      | Vice Chairperson           |         |        |
| RICK NANNIE       | Treasurer                  |         |        |
| JIM CLARK         | Secretary                  |         |        |
| SIDNEY MILLER     | Board Member               |         |        |
| MIKE PIETROWSKI   | Executive Director         |         |        |
| JERRI LOYD        | Chief Financial Officer    |         |        |
| TIFFANY RAY       | Operations Manager         |         |        |
| KAREN WILSON      | Human Resources Specialist |         |        |
| JON MURRIE        | Fleet Manager              |         |        |
| JACK RIGSBY       | Dispatch Supervisor        |         |        |

### Agenda

1. Call To Order and Roll Call
2. Public Comments
3. Approval of Board Minutes from March 21, 2019
4. Approval of Board Minutes from Special Meeting March 29, 2019
5. Check Register and Financial update from March 2019: Jerri
6. Approval of Check Register and Financial Report from March 2019
7. Discussion and Possible Action on SMTD Organizational Chart
  - Safety Trainer under Ops- Backup trainer is a county supervisor
8. Discussion and Possible Action on Operations Manager and Dispatch Supervisor Job Duties.
9. Discussion and Possible Action to restrict the application of the New Driver Starting Rate based upon Experience Level and Qualifications to full time applications
10. Action to appoint Mike Pietrowski as acting PICOM for Shawnee Mass Transit District

11. Operations and PR Update: Tiffany
12. Human Resources Update: Karen
13. Fleet Update: Jon
14. Dispatch Update: Jack
15. Administrative Update: Mike
  - a. P&G Grant – Letters of recommendation/Waiting on 1 more then we can send out
  - b. Board Retreat in July – Need date and place suggestions
  - c. Depot Update – DBE was approved; waiting on IDOT signature (3 weeks?)
  - d. Secure Transp annual audit Monday @ 10:30

16. Executive Session for the purpose of:

***“The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body.”***

17. Adjournment.

*End.*