



Regular Scheduled Board Meeting
Tuesday, March 19, 2019

STAR Transit Operations Center

500 Industrial Blvd.

Terrell, Texas 75160

A regular meeting of the Board of Directors of STAR Transit was held at 2:00 p.m. on March 19, 2019, in the training room of STAR Transit Operations Center under the Texas Governmental Code, CH. 551.

Five (5) Primary Members and Two (2) Alternate Members of STAR Transit were present, those being:

Roy Ferrell – Place 1
David Magness – Place 3
Carlton Tidwell – Place 4
Carrie Gordon – Place 5
Dana Macalik – Place 7

Members with Excused Absences:
Warren Ketteman – Alt. Place 4
Kevin Fowler – Alt. Place 7

Bobby Aga – Alt. Place 2
Tartisha Hill – Alt. Place 5 (entered @ 2:14 p.m.)

STAR Transit personnel present:

Mike Sims – STAR Transit Deputy Executive Director
Tommy Henricks – STAR Transit Chief Financial Officer
Aaron Reece – STAR Transit Chief Operations Officer
Kim Britton – STAR Transit Chief Communications Officer
Teresa Elliott – STAR Transit Executive Assistant serving as Recording Secretary

Guest(s) Present:

Shannon Stevenson – NCTCOG, Program Manager, Transit Planning & Operations
Edgar Hernandez – NCTCOG, Senior Planner, Transit Planning & Operations
Gypsy Gavia – NCTCOG, Planner III, Transit Planning & Operations

1. CALL TO ORDER

The meeting was called to order by the Chairman, Roy Ferrell; at 2:01 p.m. noting a quorum was present.

2. INVOCATION

Meeting opened with prayer by Carlton Tidwell.

3. CONSENT AGENDA

- a. Consider Approval of February 19, 2019 Board Meeting Minutes
- b. Consider Approval of Revised Policy # 11 Definition of Employee Status

After discussion of Policy #11, questions were answered satisfactorily. Mr. Tidwell made motion to accept the Consent Agenda as presented. Mrs. Macalik seconded. No dissenting votes.

4. BUSINESS AGENDA

a. CONSIDER APPROVAL OF FEBRUARY 2019 FINANCIAL STATEMENT

Mr. Henricks reviewed and discussed the February 2019 Financial Statement with highlights. After discussion and all questions answered satisfactorily. Mr. Magness made motion to accept February 2019 Financial Statement as presented. Mrs. Macalik seconded. No dissenting votes.

b. CONSIDER APPROVAL TO REMOVE ALTERNATE BOARD MEMBER FOR PLACE 1

Mr. Sims asked the Board to consider removing Jakie Allen as Alternate Board Member Place 1. After discussion, Mr. Ferrell made motion to remove Jakie Allen as Alternate Board Member Place 1. Mr. Tidwell seconded. No dissenting votes.

c. RECEIVE REPORT FROM NCTCOG REGARDING TRANSIT PROGRAMS

Ms. Shannon Stevenson, Program Manager of Transit Planning & Operations reviewed with the Board an overview of the Federal Transit Administrations Funding. This overview included the Roles of North Central Texas Council of Governments Transit Operations Team with other functions and responsibilities, apportionment of funds, eligible funding buckets, upcoming coordination, and goals and for upcoming year and the organizational structure of the Transit Operations.

5. INFORMATION AND ANNOUNCEMENTS

b. DISCUSS PARTNERSHIP PROGRAMS

Mr. Sims updated the Board with a quick overview of discussions and meetings that are still taking place with current partners to improve long-term sustainability and a possible partnership with Wilmer.

a. DISCUSS RECENT STATE RECOGNITION

Mrs. Britton announced to the Board that STAR Transit received the 2019 Texas Transit Association Outstanding Rural Transit System and STAR Transit's Chief Financial Officer, Tommy Henricks received 2019 Texas Transit Association Rising Star Award.

c. DISCUSS STAR TRANSIT'S 5 YEAR GOALS AND 12 MONTH OBJECTIVES

Mr. Sims discussed with the Board the 2018 5 Year Goals and 12 Month Objectives. Mr. Sims also discussed the goals and objectives accomplished, that have substantial progress and those incomplete. Mr. Sims suggested to the Board edits that staff is requesting to make to the 2019 5 Year Goals and 12 Month Objectives. Mr. Sims stated the 5 Year Goals and 12 Month Objectives will be brought back to the Board in April for consideration and if there were any items the Board would like to see added or changed to advise staff.

d. DISCUSS 2ND QUARTER COMPLAINT RESOLUTION REPORT

Mr. Reece reviewed the 2nd Quarter Complaint Resolution Report showing 28 total service complaints with only 8 valid while completing 52,873 trips.

e. DISCUSS 2ND QUARTER SAFETY REPORT

Mr. Reece reviewed the 2nd Quarter Safety Report showing 4 At Fault Accidents while completing 405,583 service miles.

f. DISCUSS 2ND QUARTER RIDERSHIP REPORT

Mr. Henricks reviewed 2nd Quarter Ridership Highlights. Demand Response trips decreased 4% from prior year with efficiency increasing at 12% Passengers per Hour (1.43% from 1.28%). Fixed Routes increased 19% from prior year with efficiency increasing 71% Passengers per Hour (2.9% from 1.7%). Total trips increased 11% over prior year with efficiency increasing 33% Passengers per Hour (2.0% from 1.5%).

- g. MARCH 2019 NEWSLETTER
For information purposes.
- h. BOARD ATTENDANCE
For informational purposes.

EXECUTIVE

STAR TRANSIT WILL HOLD A CLOSED EXECUTIVE SESSION PURSUANT TO CHAPTER 551, GOVERNMENT CODE V.T.C.A. (OPEN MEETINGS LAW), IN ACCORDANCE WITH THE AUTHORITY CONTAINED IN TEX. GOV'T CODE SECTION 551.074 PERSONNEL MATTERS, 551.077 AGENCY FINANCED BY FEDERAL GOVERNMENT,

No Executive Session

ANY FINAL ACTION, DECISION, OR VOTE ON A MATTER DELIBERATED IN EXECUTIVE SESSION MEETING OR ON INFORMATION RECEIVED IN A CONFERENCE WITH EMPLOYEES WILL ONLY BE TAKEN IN AN OPEN MEETING THAT IS HELD IN COMPLIANCE WITH TEX. GOV'T CODE CH. 551. THE STAR TRANSIT BOARD OF DIRECTORS, RESERVE THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AS AUTHORIZED BY TEX. GOV'T CODE SEC. 551.001, ET SEQ. (TEXAS OPEN MEETINGS ACT) ON ANY ITEM ON ITS OPEN MEETING AGENDA OR TO RECONVENE IN A CONTINUATION OF EXECUTIVE SESSION ON THE EXECUTIVE SESSION MEETING ITEMS NOTED ABOVE, WITHOUT LIMITATION, SECTIONS 551.072 – 551.085 OF THE OPEN MEETINGS ACT.

END OF EXECUTIVE SESSION

1. CONSIDER ANY OFFICIAL ACTION ON THE EXECUTIVE SESSION CLOSED MEETING ITEMS:

Meeting adjourned at 3:32 p.m.

I, Roy Ferrell, Chairman of the STAR Transit Board of Directors, do hereby certify that the above and foregoing minutes are the true record of the regular meeting of the Board of Directors of STAR Transit, held on the 19th day of March 2019, wherein a quorum was present. The meeting was duly and regularly called, and held in accordance with the articles and bylaws of the Agency.

APPROVED:



Roy Ferrell, Chairman