



Regular Scheduled Board Meeting
Tuesday, June 18, 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 June 18, 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
Jerry Dittman – Place 2
David Magness – Place 3
Carlton Tidwell – Place 4
Carrie Gordon – Place 5

Members with Excused Absences:
Bobby Aga – Alternate Member Place 1

Warren Kettelman – Alt. Place 4 (entered @ 2:08 p.m.)
Tartisha Hill – Alt. Place 5 (entered @ 2:11 p.m.)

STAR Transit personnel present:

Omega Hawkins – STAR Transit Executive Director
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
Lisa Stuart – STAR Transit Human Resource Director
Teresa Elliott – STAR Transit Executive Assistant serving as Recording Secretary

1. CALL TO ORDER

The meeting was called to order by the Chairman, Roy Ferrell; at 2:03 p.m. noting a quorum was present.

2. INVOCATION

Meeting opened with prayer by Carrie Gordon.

3. PUBLIC COMMENT

No Public Comments.

4. CONSENT AGENDA

a. Consider Approval of May 21, 2019 Board Meeting Minutes

Mr. Dittman made motion to accept the Consent Agenda as presented. Ms. Gordon seconded. No dissenting votes.

5. BUSINESS AGENDA

a. CONSIDER APPROVAL OF MAY 2019 FINANCIAL STATEMENT

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

b. CONSIDER APPROVAL OF RESOLUTION 19-004 ADOPTING FARE POLICIES

Mr. Henricks stated that staff is requesting consideration to add Mobility on Demand (Same Day Service) fares to the previously adopted fare policy. This service is currently serving the city of Terrell and has potential to expand in FY2020. The fare for a one-way trip within the travel zone is \$3.00 per boarding and rides to a STAR Transit bus route within the travel zone is \$1.00. After discussion and all questions answered satisfactorily, Mr. Dittman made motion to approve Resolution 19-004 Adopting Fare Policies as presented by the staff. Mr. Tidwell seconded. No dissenting votes.

c. CONSIDER APPROVAL OF RESOLUTION 19-005 AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND THE CHAIRMAN TO EXECUTE A INTERLOCAL COOPERATION AGREEMENT WITH THE DENTON COUNTY TRANSIT AUTHORITY

Mr. Sims explained to the Board that staff would like to utilize the procurement process of Denton County Transit Authority (DCTA) including providers that DCTA has previously contracted with or may contract with in the future to provide a variety of services, including but not limited to enhanced transportation services on an as needed basis. Mr. Sims asked for consideration to authorize the Executive Director to negotiate and the Chairman to execute an Interlocal Agreement with DCTA for the purpose of shared procurement services and that the resolution be effective immediately upon approval. Ms. Gordon made motion to approve Resolution 19-005 Authorizing the Executive Director to negotiate and the Chairman to execute an Interlocal Cooperation Agreement with the Denton County Transit Authority noting a typo at the top of Resolution in the word executive. Mr. Tidwell seconded. No dissenting votes.

6. INFORMATION AND ANNOUNCEMENTS

a. DISCUSS PARTNERSHIP PROGRAMS

Mrs. Britton updated the Board Partnership Programs. Currently the negotiations with the Dallas County Juvenile Court are on hold. Cost of Service letters for FY2020 were mailed out and staff is working with city staff to present to city councils should they request. Staff has also been working with the City of Mesquite on details for service changes. No update with the City of Wilmer at this time. Staff has had conversations with DART regarding updates with current agreements with STAR Transit and currently waiting for information concerning a cost for STAR Transit to use the GoApp.

b. DISCUSS RIDERSHIP REPORTS

Mr. Henricks reviewed May 2019 Ridership Reports. Demand Response trips decreased 17% from prior year with efficiency increasing 13% Passengers per Hour (1.7 from 1.5). Fixed Routes decreased 7% over prior year with efficiency increasing 14% Passengers per Hour (3.3 from 2.9) and Total Trips increasing 1% over prior year with efficiency increasing 38% Passengers per Hour (2.7 from 2.0).

c. DISCUSS 3RD QUARTER COMPLAINT RESOLUTION REPORT

Mr. Reece discussed with the Board the Complaint Resolution Report for the 3rd Quarter of FY19. There were 39 service complaints with only 16 (.066%) proving valid, 11 complaints that were satisfied with a Policy or SOP, 7 Compliments, 7 Comments/Suggestions and 28 Internal Comments. There is a total of 59,405 trips completed during the 3rd quarter.

d. DISCUSS 3RD QUARTER SAFETY REPORT

Mr. Reece discussed with the Board the Safety Report for the 3rd Quarter of FY19. There were 6 at fault accidents and 4 not at fault accidents with 420,957 miles driven during the 3rd Quarter. Mr. Dittman asked that staff provide the industry standard to the report.

- e. FROM THE BOTTOM TO THE TOP ARTICLE
STAR Transit's COO, Aaron Reece was highlighted in "Workshop Advertising" magazine for his achievements.
- f. JUNE 2019 NEWSLETTER
Mr. Reece announced STAR Transit's June Employee of the Month – Ms. Vickie Dabney, Dispatcher and June Driver of the Month – Shonda Washington.
- g. BOARD ATTENDANCE
For informational purposes only.

EXECUTIVE SESSION

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.

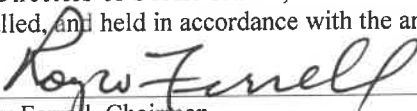
END OF EXECUTIVE SESSION

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

Meeting adjourned at 3:03 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 18th day of June 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