



Regular Scheduled Board Meeting  
Tuesday, September 21, 2021

Zoom Meeting

500 Industrial Blvd.

Terrell, Texas 75160

A Regular Meeting of Board of Directors of STAR Transit was held at 2:00 p.m. on September 21, 2021, at 500 Industrial Blvd., Terrell, TX and virtually via Zoom under the Texas Governmental Code, CH. 551.

Five (5) Primary Members and Four (4) Alternate Members of STAR Transit were present, those being:

Janet Nichol – Place 3  
Carlton Tidwell – Place 4 (entered @ 2:02 p.m.)  
Carrie Gordon – Place 5 (Acting Chairman)  
Dan Aléman – Place 6  
Dana Macalik – Place 7  
Omega Hawkins – Alt. Place 1  
Kimberly Garduno – Alt. Place 2  
Tartisha Hill – Alt. Place 5 (entered @ 2:04 p.m.)  
Mark Kerby – Alt. Place 6

**Members with Excused Absences:**

Jerry Dittman – Place 1  
Mike Fruin – Alt. Place 4  
Bennie Daniels – Alt. Place 7

STAR Transit personnel present:

Tommy Henricks – STAR Transit Executive Director  
Kim Britton – STAR Transit Deputy Executive Director  
Teresa Elliott – STAR Transit Executive Assistant serving as Recording Secretary

**1. CALL TO ORDER**

This meeting was called to order by the Vice-Chairman, Carrie Gordon; at 2:00 p.m. noting a quorum was present.

**2. INVOCATION**

Meeting opened with prayer by Dan Aléman.

**3. PUBLIC COMMENT**

No Public Comments.

**4. PRESENTATIONS**

No Presentations.

**5. CONSENT AGENDA**

- a. CONSIDER APPROVAL OF AUGUST 17, 2021 BOARD MEETING MINUTES
- b. CONSIDER APPROVAL OF AUGUST 17, 2021 CERTIFIED AGENDA OF EXECUTIVE SESSION
- c. CONSIDER APPROVAL OF AUGUST 24, 2021 SPECIAL CALLED BOARD MEETING MINUTES

Mrs. Macalik made motion to approve as reads for agenda 5a, 5b, 5c. Mr. Aléman seconded. None opposed. Motion passed.

## **6. BUSINESS AGENDA**

### **a. CONSIDER APPROVAL OF AUGUST 2021 FINANCIAL STATEMENT**

Mr. Henricks reviewed and discussed the August 2021 Financial Statements with highlights. After discussion and all questions answered satisfactorily. Mrs. Macalik made motion to approve the August 2021 Financial Statement as presented. Mr. Aléman seconded. None opposed. Motion passed.

### **b. CONSIDER APPROVAL OF FY2022 CAPITAL BUDGET**

Mr. Henricks reviewed the proposed FY2022 Capital Budget that included all projects projected for FY2022 with a total of \$890,683 in Capital Revenue and a total Depreciation Expense of \$1,010,333. After Board discussion and questions answered satisfactorily, Mrs. Nichol made motion to approve the FY2022 Capital Budget as presented. Mr. Aléman seconded. None opposed. Motion passed.

### **c. DISCUSS AND CONSIDER FY2022 12 MONTH OBJECTIVES**

Mr. Henricks reviewed the proposed FY2022 12 Month Objectives. After discussion and all questions were answered satisfactorily. Mrs. Macalik made motion to approve 12 Month Objectives as presented. Mr. Tidwell seconded. None opposed. Motion passed.

### **d. UPDATE ON BYLAWS REVISION**

Mr. Henricks gave update to Board of the discussions had at the September 15, 2021 Bylaws Subcommittee Meeting. Mr. Henricks also asked the Board to send any revisions or additions to the Bylaws they would like to see before the next meeting scheduled for September 29, 2021.

## **7. INFORMATION AND ANNOUNCEMENTS**

### **a. COVID-19 UPDATE**

No Information provided.

### **b. CYBER SECURITY UPDATE**

Mr. Henricks reviewed the current cyber security that the agency is currently utilizing.

### **c. ORGANIZATIONAL CHART OVERVIEW**

Mr. Henricks reviewed the current Staff Organizational Chart that also identified the employees and their subordinates.

### **d. PARTNERSHIP PROGRAM UPDATE**

Mrs. Britton gave a brief update on the most current information on our Partnership Program.

### **e. RIDERSHIP REPORTS**

Mr. Henricks gave a brief update on ridership.

### **f. FY2021 4<sup>TH</sup> QUARTER REPORTS**

Mr. Henricks reviewed the 4<sup>th</sup> quarter reports that included, Retention/Turnover Report, Training Report, Safety Report and Complaint Resolution Report.

### **g. SPECIAL RECOGNITION**

Mrs. Britton recognized Don Mahaley, Client Advocate for reaching his 5 year milestone.

### **h. SEPTEMBER 2021 NEWSLETTER**

For informational purposes only.

- i. BOARD ATTENDANCE  
For informational purposes only.

**8. EXECUTIVE SESSION**

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, WITHOUT LIMITATION, SECTIONS 551.072 – 551.085 OF THE OPENS MEETING ACT.

***NO EXECUTIVE SESSION***

ANY FINAL ACTION, DECISION, OR VOTE ON A MATTER OF DELIBERATED IN EXECUTIVE SESSION MEETING OR ON INFORMATION RECEIVED IN A CONVERENCE WITH EMPLOYEES WILL ONLY BE TAKEN IN AN OPEN MEETING THAT IS HELD IN COMPLIANCE WITH TEX. GOV'T CODE CH. 551.

**END OF EXECUTIVE SESSION**

Acting Chairman, Carrie Gordon made motion to adjourn at 3:00 p.m.

I, Jerry Dittman of the STAR Transit Board of Directors, do hereby certify that the above and foregoing minutes are the true record of the STAR Transit Board Meeting, held on the 21<sup>st</sup> day of September 2021, 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:

  
Jerry Dittman, Chairman