



Regular Scheduled Board Meeting  
Tuesday, December 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 December 21, 2021, at 500 Industrial Blvd., Terrell, TX and virtually via Zoom under the Texas Governmental Code, CH. 551.

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

Jerry Dittman – Place 2  
Janet Nichol – Place 3  
Carlton Tidwell – Place 4  
Carrie Gordon – Place 5  
Dana Macalik – Place 7  
Tartisha Hill – Alt. Place 5  
Mark Kerby – Alt. Place 6

**Members with Excused Absences:**

Dan Aléman – Place 6  
Omega Hawkins – Alt. 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

**1. CALL TO ORDER**

This meeting was called to order by the Chairman, Jerry Dittman; at 2:00 p.m. noting a quorum was present.

**2. INVOCATION**

Meeting opened with prayer by Jerry Dittman.

**3. PUBLIC COMMENT**

No Public Comments.

**4. PRESENTATIONS**

No Presentations.

**5. CONSENT AGENDA**

- a. CONSIDER APPROVAL OF NOVEMBER 16, 2021 BOARD MEETING MINUTES
- b. CONSIDER APPROVAL OF POLICY # 125 EMPLOYEE INCENTIVES AND BONUSES

Mr. Dittman asked for motion to approve the Consent Agenda with correction to minutes to change the chair of the meeting to be Mr. Dittman. Mr. Tidwell made motion to approve the Consent Agenda with corrections. Mrs. Macalik seconded. None opposed. Motion passed.

## **6. BUSINESS AGENDA**

### a. CONSIDER APPROVAL OF NOVEMBER 2021 FINANCIAL STATEMENT

Mr. Henricks reviewed and discussed the November 2021 Financial Statements with highlights. After discussion and all questions answered satisfactorily. Mrs. Gordon made motion to approve financial statement as presented. Mr. Kerby seconded. None opposed. Motion passed.

### b. CONSIDER APPROVAL OF RESIGNATION OF ALTERNATE MEMBER PLACE 2

Mr. Henricks presented to the Board Alternate Member Place 2, Kimberly Garduno's resignation. After discussion, Mr. Dittman asked for motion to approve the resignation of Alternate Member Place 2. Mr. Tidwell made motion to accept resignation. Mrs. Nichol seconded. None opposed. Motion carried.

## **7. INFORMATION AND ANNOUNCEMENTS**

### a. PARTNERSHIP PROGRAM UPDATE

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

### b. RIDERSHIP REPORTS

Mrs. Britton gave a brief update on ridership.

### c. FY22 1<sup>ST</sup> QUARTER REPORTS

Mrs. Britton gave brief update on quarterly reports. Mr. Dittman requested additional information on the safety report to include previous year average and state metric by mileage.

### d. OUTREACH OPPORTUNITIES

Mrs. Britton gave the Board future dates of outreach opportunities.

### e. SPECIAL RECOGNITION

Mrs. Britton recognized Vickie Dabney, Employee of the Year 2021; Nicole Blanton, Customer Service Award; Ella Talavera, Rookie of the Year.

### f. DECEMBER 2021 NEWSLETTER

For informational purposes only.

### g. BOARD ATTENDANCE

For informational purposes only.

Mr. Dittman stated there would be no Executive Session due to unforeseen circumstances. Also, asked Board if there were items any member would like for staff to bring back to next meeting. There were none. Ms. Gordon asked if staff could add information and updates regarding outreach events attended by Board and staff on the website.

## **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.

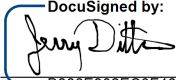
### ***NO EXECUTIVE SESSION***

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**

Mr. Tidwell made motion to adjourn, Ms. Gordon seconded. No opposed. Meeting adjourned at 2:26 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 December 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:**  \_\_\_\_\_  
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Jerry Dittman, Chairman