



**Topeka Metro
Board of Director's Minutes
December 20, 2021**

MEMBER'S NAME	ORGANIZATION	PRESENT / ABSENT / EXCUSED
Jim Ogle	Topeka Metro	By Zoom
Rodd Miller	Topeka Metro	Present
Jim Daniel	Topeka Metro	By Zoom
Beverly Hall	Topeka Metro	By Zoom
Scott Tummons, Vice-Chair	Topeka Metro	Present
Dr. Alan Bearman, Chair	Topeka Metro	Present
Joseph Ledbetter	Topeka Metro	Present

Staff/Visitors	ORGANIZATION	PRESENT / ABSENT / EXCUSED
Bob Nugent, General Manager	Topeka Metro	Present
Denise Ensley, Interim General Manager/COO	Topeka Metro	Present
John Cassidy, General Counsel	Topeka Metro	Present
Andy Fry, Director of Planning	Topeka Metro	Present
Keri Renner , Director of Marketing and Communications	Topeka Metro	Present by Zoom
Jared Culbertson, Director of Information Technology	Topeka Metro	Present by Zoom
Terri Miller, Director of Human Resources	Topeka Metro	Present
Alan Parrish, Director of Maintenance & Facilities	Topeka Metro	Absent
Richard Appelhanz, Accountant	Topeka Metro	Present
Brenda Vink-Wilson, Executive Assistant	Topeka Metro	Present
No public attendees		
Brett Taylor	IMA	Present by Zoom
Mark Wilkerson	IMA	Present by Zoom

TOPIC	KEY DISCUSSION	RECOMMENDED ACTION / STATUS	PERSON RESPONSIBLE
Call to Order	Dr. Bearman, Chair, called the meeting to order at 4:00 pm.		Dr. Alan Bearman
Minutes 11.15.2021	Minutes from the November 15, 2021 Board meeting were reviewed.	Motion: Jim Daniel requested correction of names from Scott Daniel to Scott Tummons approval of the Financial Report. Jim Daniel moved to accept the minutes, as amended and Scott Tummons seconded the motion. The motion was unanimously approved 7-0.	Dr. Alan Bearman
Public Comment	No public members present.		Dr. Alan Bearman
Finance Committee Report	<p>IMA Property and Casualty Insurance Proposal presentation.</p> <p>November 30, 2021 balance sheet, cash balance, and procurement calendar were reviewed. October and November entries still need to be made.</p> <p>Notice to proceed on sidewalk funding to shelters from KDOT 2019 was agreed upon. 40-50 stops do not have sidewalks.</p>	Motion: Rodd Miller moved and Beverly Hall seconded the motion to accept IMA's property and casualty insurance proposal. The motion was unanimously approved 7-0.	<p>Brett Taylor – IMA</p> <p>Richard Appelhanz</p> <p>Andy Fry</p>
Departmental Reports			
Planning/Ridership	Accepted report. Two-three benches have been removed. Decrease in Lift services due to holidays.		Andy Fry
Operations	Accepted report.		Denise Ensley
Maintenance	Accepted report.		Alan Parrish (absent)

Finance as of Nov. 30	No additional information to be presented.		Richard Appelhanz
Action Items	TMTA 2022 BOD Schedule was presented.	Motion: Scott Tummons moved and Rodd Miller seconded to approve the 2022 BOD schedule as submitted. The motion was unanimously approved 7-0.	Dr. Alan Bearman
Continuing Business AECOM	AECOM's service evaluation with TMTA should be completed by the end of January. Please let Bob Nugent, General Manager, know if you have any suggestions or concerns.		Bob Nugent
FTA	FTA report and access - still working to get ECHO access which will allow us to draw down Federal Funds. Finalized National Transit Data Base report review not yet approved. Federal reporting is current.		Bob Nugent
New Business	TMTA is having a difficult time getting bus operators so a lot of overtime is being incurred. Eight drivers were lost in 2021; 4 hired. Temporary service reduction was discussed, as well as Public and Union meetings as a possibility to get the word out. Soliciting drivers can also be used as a marketing tool for TMTA to make it happen.		Bob Nugent
Executive Session	N/A		
Adjourn	The meeting was adjourned at 4:32 pm.		Dr. Alan Bearman

Respectfully Submitted,

Brenda Wilson, Board Secretary