

Minutes
Central Indiana Regional Transportation Authority (CIRTA)
October 24, 2012
320 N. Meridian St., Indianapolis

Members Present:

Jerry Bridges
Christine Altman
Tim Cox
Mike Terry
Chuck Fewell
Hugh Smith (proxy for Marta
Moody)
Larry Hesson

Rob Thoman
Cassie Stockcamp
Members Absent:
Don Adams
Bill Kirchoff
Linda Sanders
Bob Sterrett
David George
Gil Holmes

Ron Deer
Sue Ritz
Staff Present:
Ehren T. Bingaman
Christy Campoll
Andrew McGee
Dora Fields
Lori Kaplan

A quorum was recognized and the meeting was called to order by C. Altman at 9:30 AM. C. Altman informed guests that an executive session of the board had been called, the board convened an executive session, but then determined after consultation with counsel that the matter did not warrant the need for an executive session. No business was discussed or conducted, nor decisions made in the executive session of the board.

The members of the board introduced themselves to the public that was present.

The minutes of the August 24, 2012 meeting of the CIRTA board were presented for consideration by J. Bridges. *R. Thoman moved to accept the minutes, C. Stockcamp seconded. The motion was approved unanimously with L. Hesson abstaining.*

Claims Docket #121024 was presented for payment in two sections to indicate approval of CIRTA-related claims and Commuter Connect-related reimbursement claims. C. Altman stated that she objected to the Chamber membership listed in the docket due to the lack of funding to afford membership with every local Chamber in the region, and recommended that CIRTA approach local Chambers with an offer of \$100 to join them. *J. Bridges moved to pay Claims Docket #121024 pertaining to Commuter Connect related claims, R. Thoman seconded. The motion was approved unanimously with M. Terry abstaining. J. Bridges moved to pay Claims Docket #121024 pertaining to CIRTA claims, R. Thoman seconded. The motion was approved unanimously.*

D. Fields presented the grant reimbursement report for the year to date. C. Stockcamp asked if there are projections associated with each grant. J. Bridges requested notations in the report about the timeline of each project and recommended including FTA TEAM reports on each grant. D. Fields agreed to make the additions to future reports. *J. Bridges moved to accept the grant reimbursement report, R. Thoman seconded. The report was accepted unanimously with M. Terry abstaining.*

D. Fields presented CIRTA financial activity since the previous board meeting. J. Bridges expressed his appreciation for the financial reports D. Fields has created for board meetings. Board meeting packets will now be posted to the CIRTA website following meetings.

E. Bingaman introduced and D. Fields explained suggestions to amend the 2012 budget to bring categories in balance and to align with the accounting software old categories to new. M. Terry suggested that Indy Express Bus break down by line, Carmel and Fishers. *R. Thoman moved to amend the 2012 budget as proposed by staff, L. Hesson seconded. The motion was approved unanimously.*

M. Terry asked whether staff had a recommendation for an audit firm. E. Bingaman reported that a firm will be recommended for selection at the December board meeting. R. Thoman asked how the firm would be procured. E. Bingaman stated that CIRTA would release a Request for Qualifications based on

a template RFQ used by IndyGo. C. Altman requested that a fee estimate be included as part of the request process. E. Bingaman confirmed that this would be the case.

Under old business, C. Campoll provided an update on Indy Express Bus, Carmel/Fishers reverse commute and Plainfield Connector ridership and reported that the Carmel/Fishers reverse commute service will be redesigned in order to increase ridership and improve cost-efficiency. E. Bingaman reported that the General Assembly Interim Joint Study Committee on Transportation and Infrastructure Assessment and Solutions met two times in September and October, and has added a third year to its meeting schedule so it can reconvene in 2013. E. Bingaman reported that the committee collected information from the state's municipalities on transportation spending but did not fulfill its original intent of establishing spending priorities and consideration of new funding measures to meet long term transportation needs. The third year of the committee is intended to develop solutions.

Under new business, E. Bingaman reported that a group of FTA- funded buses had become available after the shutdown of Northwest Indiana Regional Bus Authority transit operations, but that the buses had been committed to the Terre Haute public transit provider since the agenda was written.

L. Hesson moved to amend the agenda to discuss reclassification of a position, C. Fewell seconded. The agenda was amended. E. Bingaman asked the board to consider a motion to reclassify the Program Liaison position to Mobility Manager. The board discussed the handling of future staff position reclassifications and concluded that all reclassifications should be formally approved by the board. *J. Bridges moved to reclassify the Program Liaison position to Mobility Manager. L. Hesson seconded. The motion was approved unanimously.* Altman asked whether staff were regularly reviewed with written documentation. E. Bingaman answered affirmatively. C. Altman stated that the executive committee will conduct a performance evaluation of E. Bingaman during the next executive committee teleconference.

A. McGee reported that the Commuter Challenge, which is ongoing through the month of October, has attracted many new Commuter Connect participants. A. McGee reported that there are currently twenty Commuter Connect vanpools in operation, and that staff will re-evaluate the level of subsidy provided to vanpools, and will propose a change in subsidy level at the next board meeting. Jen Thomas of JTPR, Inc. shared that Commuter Connect has a monthly goal of 100 new participants, and that October is likely to end with over 300 new participants.

E. Bingaman reported that he spoke as part of a panel on transit at the Irvington Green Hour on October 23 and that a resolution was passed by the United Way of Central Indiana and several are under consideration by universities. E. Bingaman reported that a Greater Indianapolis Chamber of Commerce/Central Indiana Corporate Partnership transit event is tentatively scheduled for November 15; the Chamber and Corporate Partnership sponsored successful legislator tours of the Charlotte, North Carolina transit system. E. Bingaman informed the board that D. Fields will be on maternity leave in January. E. Bingaman reported that he attended the APTA 2012 meeting in Seattle, and recommended that meeting attendees consider participating in Health by Design's Indiana Active Transportation Conference scheduled for November 13 and 14.

M. Terry reported that the Indianapolis City-County Council approved a \$6 million increase in IndyGo's 2013 budget, and that the agency is now planning service increases. T. Cox thanked M. Terry for his financial leadership on behalf of ATU Local 1070.

Becky Allen, Director of Transportation for Access Johnson County Public Transit, provided a report on the agency's recent service redesign. C. Altman requested a copy of the agency's budget, which Ms. Allen will provide through email.

J. Bridges moved to adjourn the meeting. The motion carried by consent.