

**Notice of Public Meeting**

Central Indiana Regional Transportation Authority (CIRTA) Board

December 14th, 2021

The Flagship Enterprise Center

2705 Enterprise Drive

Anderson, IN 46013

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| **Board Members Present:**  Greg Henneke Dan Woo  Andrew Klineman Bill Ehret  Larry Hesson Ron Deer  Jerry Bridges Mark Richards  Marta Moody Nathan Messer | **Board Members Not Present**  Christine Altman  Cam Starnes  Robert Waggoner  Don Adams  Andy Cook  Linda Sanders | **CIRTA Staff Members Present**  John Seber  Jennifer Gebhard  Mohammed Khan  Molly Oliver  Sarah Troutman  Shelly King |

Board meeting was called to order at 9:12 am by B. Ehret.

**Introductions**

J. Bridges did a short introduction of how the Flagship Enterprise Center was built and opened in 2006. Anderson used to be the largest GMC planet in the US. The electric motor that is in the Toyota Prius and Camry was designed in the GMC plant and sold to Toyota. Asked to support the Mounds reservoir.

B. Ehret called for attendance and verified there was a quorum.

**Consent Agenda Items**

***Resolution #2021-12-14-01 – Adoption of consent agenda***

J. Bridges made a motion to approve this resolution. M. Richards seconded. No oppositions, the motion is carried.

***Resolution #2021-12-14-02 – Resolution to approve payment to Altman, Poindexter, &Wyatt invoice.***

J. Bridges made a motion to approve this resolution. G. Henneke seconded. No oppositions, the motion is carried.

***Resolution #2021-12-14-03 – Resolution to approve the 2022 5-year CIRTA strategic plan***

J. Seber presented CIRTA 2022 Strategic Plan power point.

**Mission statement changed to:** *Connecting people to places and opportunities through efficient and effective transportation services with a focus on clean energy solutions.*

J. Seber went back to 2017 5-year plan to come up with to be able to see the progress that has been made as well as where we should go moving forward. The focus has always been to help the counties grow, help develop new programs and support both current transit providers and find new opportunities in communities.

CIRTA board of directors is full for the first time in a while. D. Woo announced his resignation from the board with the effective date of January 1, 2022. D. Woo thanked everyone for the opportunity to serve on the board since 2014. B. Ehret thanked everyone for the commitment and wished everyone happy holidays.

J. Seber spoke about the mobility management of current and existing programs which focuses on the County Connect Program, regional directive, and the current study of technology. M. Kahn is heading up the regional directive for the study on regional technology and the needs going forward. CIRTA will be continuing to partner with transit providers while implementing new Workforce Connectors. There are 4 or 5 more Workforce Connectors in various stages of planning. The goal for 2 or 3 to be running within this next year.

J. Seber said that the application 2022 ARP grant is in the finishing stages. This grant is worth $350,000. The grants’ purpose to help develop new EID’s. Always during the beginning stages of trying to implement a study phase to check the footprint and try to establish the new EID. 100% funded project but am doing an 80% - 20% so there will still be a small buy in from the local municipality. Will put out multiple RFP’s so there will be multiple applications. There will be thought put into where the warehouses are and how to evolve the program.

Commuter Connect program is funded through 2025. Just completed the CMAQ grant in October for 2026. J. Gebhard and her team have been very good about getting out in the communities, there are now 27 vanpools. All are new vanpools that have not been active before with CIRTA. This is because the outreach group is doing a great job of letting businesses know about the programs.

Working on a formal park and ride in Anderson on I69 at a Meijer’s. Just working out a few minor details and working on getting more set up this year. This will be good for many due to the fact they live north and work south. This will also be a good way to lower their carbon footprint, roads wear and tear and wear and tear on their vehicles.

CIRTA is continuing their legislative support that relates to transit. J. Seber said that we continued support to IndyGo and others in the region to support their progress. Focusing a little more education on the EID portion this year. Not only the person we hire for RFP EID portion about the value of these programs.

Working towards some clean energy concepts. J. Seber feels that Indiana is a little behind and the long-range plans need some improvement in this area. Will assist in each county on how we can assist and identify options for each county for clean energy directives down the road.

J. Seber said that in the coming year our general cause and commitment to demonstrate increasing the value of the things CIRTA can bring to the table.

Through the clean energy directives, technology to the outreach team being out in the communities giving options on how to get to work. Looking to see if there some grants that can be consolidated with others to be able to do maybe some bulk purchase items which could possibly allow items to better priced.

J. Seber said that they are looking at centralizing regional structures such as technology that is out there for dispatching, fare collection and scheduling. Will learn more about this during SRF’s presentation. This will be a great assistance to the counties as everyone is short staffed and centralizing will be a great asset. It is exciting to see how it all shakes out.

CIRTA will be continuing the My Freedom Voucher program. Continuing the collaborative efforts with IndyGo, MPO and almost everybody that we have talked with is maintaining our relationships. In the meantime, trying to push transit in a more positive reflection and make people aware of what needs to be happening. Showed a slide of the different breakdowns of ages and counties so that programs can be grown. Helps identify key needs for each county.

Commuter Connect has a goal to reach 50 vanpools by 2025. J. Seber feels this is doable especially with coming out of the pandemic and more people are returning to work. Another goal is to establish more Park Ride lots which is being worked on right now. Continuing the outreach program, which has been great. The outreach reps are getting out there talking to people. Sometimes you hear how they have helped one person get to work and then on another day you hear how they helped 20 get work. Having the outreach groups out there has really made a difference.

Workforce Connector’s again just ties into the EID portion with the consulting where we will award a contract to allowing the establishment of new workforce connectors. With the growing workforce of warehouses and the demands of jobs, are still struggling to find people. Even with the pay rates going up and up warehouses are still struggling to find people. Our goal is to be able to help this issue with setting up the new workforce connectors. Brownsburg is close. There is a nice tie into 38th street and into Interstate 74 to Ronald Regan. There has been approved land for expansion off Interstate 74 and Ronald Regan. Will be doing more warehouses and strip malls in that area. Working on getting something started in Greenwood. Have already identified a couple of routes option in that area.

County Connect goals are more of a group effort. Ties into the bi-monthly calls the group holds. Helps drives what we are doing. Plans to work with the MPO, involved in the Johnson County study and trying to see how we can help with Workforce Connectors.

My Freedom vouchers program is something CIRTA is still engaged with. We are conducting a survey right now with those customers. Trying to get more information for example why they are using the program, where they are going and why. This is being done so that we can streamline some programs and work more efficiently.

J. Seber would like to see down the road for CIRTA to become the policy generator. Becoming a one stop shop for what is needed in each county. Gather details and share with the public. Education will be a big piece of this goal.

Clean energy goals are for every county that we service. Right now, there is limited information right now. US has launched the net zero emissions by 2050 and now there is a new worldwide directive to do zero emissions by 2050. Some are predicting that you wont even be using fuels by that time. J. Seber thought that this is a great time for the agency to get involved. J. Seber will be applying for a grant for a regional study for just transit right now. Will be trying to identify the vehicles used now and the vehicles that will be used in the future. Trying to gage where each county should be going. What makes more sense for where charging stations should be put. Would like to get some municipalities involved with their vehicles. Anticipates this to become a big plan for the counties. Will have a plan in place after the study for each county. Plan will include steps for on how to get there. J. Seber is excited about this and has met with some people from clean energy groups and has run several electric type vehicles through the years. California has already begun the process by banning gas motor running lawn mowers, weed eaters and landscaping tools. By 2029 all transit will be non-fossil fuel burning engines and by 2034 does not want to be selling any more fossil fuel vehicles.

J. Seber showed the organizational structure of current time and projected structure. J. Seber anticipates CIRTA getting involved in safety and compliance for example safety trainings. Contracted services for oversite, grants, and contracts but all this is tied into growing the commuter connects and the clean energy plan.

L. Hesson made a motion to approve this resolution. R. Deer seconded. No oppositions, the motion is carried.

***Resolution #2021-12-14-04 – Resolution to approve the 2022 CIRTA Budget***

J. Seber presented the 2022 budget on the big screen. Packet with budget had been sent out prior to the meeting. Showed the 2021 budget showed year to date and then where the budget is at today. J. Seber pointed out that everyone looks at the total although the Total includes 3 years of the CMAQ grant which makes up about 3 million which is spread out over 3 years. The $350,000 AARP grant is not included in the budget. The important thing is the contract revenue is what is brought in for the administration of the workforce connectors. As the connectors continue to grow the revenue stream will grow as well. Projections are a positive for ending the year ahead by $3,267 which is a first for the agency. The 2021 budget was a little tight this year as it was projected to lose $77,000, of course the balance fluctuates as the money comes in. For example, right now we have November and December coming in so right now it shows we are $100,000 behind. J. Seber is waiting on 3 counties commitment on the workforce connector will help do the split letter this year. The last thing is the clean energy directives which J. Seber will be applying for a $400,000 grant. Depending on the type of grant it turns out to be it might be a 100% grant. Once this is happening, J. Seber will inform the board so that another column on the budget may added.

G. Henneke asked if the additional grant for next year was included in the budget.

J. Seber responded no, will be grant specific. Its at 100% percent so it is a wash.

N. Messer stated you gave a 5-year plan, but the budget does not provide a growth rate. He would have a better idea of growth plan with salaries.

J. Seber replied that last week a 5-year budget was completed. Most of the plan is clean energy but there are a lot of unknown factors such as grants so a lot of the budget is assumptions.

B. Ehret stated that was a great question. We have a finance committee that worked out this plan with J. Seber. He also stated that he wanted to thank those members who worked this out with J. Seber. That would be a good project for the committee to work on.

G. Henneke wanted to know if the finance committee can tell the board the grant balances in the future.

J. Seber can draw where the balances are. Also, in the in the financials every month Julie and her team lets the finance team know where the balances are of the grants. As the way grants are worked weird how grants are worked. Grants that are needed for 2022 were applied for in 2021. Do not usually see for 6 months so there is an overlap for example 2021 items will not be seen till mid-2022.

R. Deer wanted to know about the clean energy initiative. What is it funding in CIRTA?

J. Seber stated that is not funding at CIRTA. Agency is just going to help the directive. Meaning we will help with the study, grants, assist in meetings, and lead the directives. Primarily for the study on clean air directives.

R. Deer so mostly for the study purpose.

J. Seber answered to the affirmative. What role can CIRTA play from that point. Can we help with training? Can we help with some other portions of that? Help the communities that do not have the key people in place to lead in the clean air initiative.

B. Ehret stated that we must be clear the whole ideas of the study we are beyond any of that. We are in the business of advocacy business for transit. We are not taking the initiatives for the clean energies approaches for transit providers. Implementation will be the key factors for the counties. He also feels J. Seber is smart to do it.

J. Hesson stated CIRTA has been trying to gain more traction and has made a lot of progress in the last few years. This is a testament to the staff and the board member’s work. We should be pushing out in front in terms of advocacy of certain things. His reasoning is that by doing that the region will become more attractive.

M. Richards made a motion to approve this resolution. A. Klineman seconded. No oppositions, the motion is carried.

***Resolution #2021-12-14-05- Resolution to approve the adoption of the new CIRTA mission statement.***

G. Henneke made a motion to approve this resolution. L. Hesson seconded. No oppositions, the motion is carried.

***Resolution # 2021-Resolution noting the rebid of RFP#2021-10-22-02 CIRTA request for proposals for marketing and public relations services.***

J. Seber stated the purpose of the resolution is that we are doing a re-bid on the PR and Marketing. Due to the RFP submissions that was received were for media buys which had some huge cost assigned to them. Since that was not really what was needed the RFP language has been modified to make sure that the bidders have a clear understanding of what is needed. The initial round of bidders has been informed of what has been done.

G. Henneke made a motion to approve this resolution. A. Klineman seconded. No oppositions, the motion is carried.

***Resolution # 2021-12-14-07- Resolution to enter into agreement with contractor for Commuter Connect media buy services.***

J. Seber stated this is a separate contract for media buys. After receiving a couple of bidders and after the formal review the chosen provider is Affirm.

M. Richards made a motion to approve this resolution. L. Hesson seconded. No oppositions, the motion is carried.

***Resolution #2021-12-14-08- Resolution to approve extension of Capitol Assets contract.***

J. Seber stated that Rick and Cindy have done a great job for us and wished that they continue to help us.

L. Hesson made a motion to approve this resolution. J. Bridges seconded. No oppositions, the motion is carried.

B. Ehret paused the meeting for guest speaker State Rep. Terri Austin.

State Rep. Terri Austin introduced herself. She represents the city of Anderson and portions of Madison County. She serves as the Democratic Caucus Chair in the Indiana House of Representatives. She is the ranking Democrat on the Financial Institutions and Insurance committee.  She served as chair of the Roads and Transportation committee from 2008 to 2010. She is a founder and co-chair of the bipartisan Small Business Caucus. She thanked the group for keeping the dialogue going on why we need transit planning. Said she is a big fan of CIRTA.

B. Ehret had everyone introduce themselves.

R. Deer asked how to move forward. Terri replied with mayors and economical development. Forge relationships and be bridge builders.

B. Ehret thanked State Rep. Terri Austin for coming and talking to the group.

**Presentation – SRF Consulting**

Joann Olsen, Mark Gallagher and Mena Schuberg and Joseph Kepper from SRF gave the board an update on where the study is at that moment.

They shared the regional transit coordination and technology plan. The focus is on 4 technology categories. These categories are inventory of existing technology, summarize needs, interest and goals, research, review available technologies and technology alternatives. This will help providers have a clear rationale for choosing solutions.

**Adjournment**

*Motion to adjourn meeting by L. Hesson and seconded by J. Bridges at 11:25 am. All in attendance agrees.*

The Next Regularly Scheduled Meeting:

**Feb 8th 2022 , TBD**