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Central Indiana Regional Transportation Authority (CIRTA)

February 14, 2023 9:00am

CIRTA 9th Floor Conference Room

320 N. Meridian Street

Indianapolis, IN 46204

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| **Board Members Present:** | **Board Members Not Present** | **CIRTA Staff Present** |
| Ann Sheidler | Jerry Bridges  |  Cam Starnes | Amanda Meyer |
| Larry Hesson | Greg Henneke  |  Mayor Cook | Jennifer Gebhard |
| Ron DeerBill Ehret (v) | ^Nathan MesserLinda Sanders |  Andrew Klineman | David KriegAllison Steinke  |
| Don Adams |  |  | Berrie Rupert (V) |
| Robert Waggoner\*Christine Altman (v) |  |  | Sarah Troutman |
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|  |  |  |  |

^Nathan arrived in person at 9:05 am

\*Christine arrived online at 9:59am

Board meeting was called to order at 9:02 am by J. Bridges

J. Gebhard asked for a moment of silence in memory of our board member Marta Moody who passed away.

J. Gebhard began introductions around the room and ensured a quorum was present.

**Resolution #2023-2-14-01– Adoption of Consent Agenda**

*L. Hesson made a motion to accept the consent agenda items. G. Henneke seconded. No oppositions, the motion was carried.*

**Resolution #2023-2-14-02 – Resolution Confirming 2023 Election of Officers**

President: Jerry Bridges

Vice President: Greg Henneke

Secretary: Linda Sanders

Treasurer: Larry Hesson

B. Ehret expressed how he has been on the board for 8 years, 5 of which he served as President of the board. He is most proud of the CIRTA staff and will miss many of the people present today. He knows the good work will continue.

*G. Henneke made a motion to approve confirming 2023 election of officers, R. Waggoner seconded. No oppositions, the motion was carried.*

**Resolution #2023-2-14-03 – Resolution Authorizing 2023 Signatories for Banking Purposes**

President: Jerry Bridges

Vice President: Greg Henneke

Secretary: Linda Sanders

Treasurer: Larry Hesson

*G. Henneke made a motion to approve authorizing 2023 signatures for banking purposes, N. Messer seconded. No oppositions, the motion was carried.*

**Resolution #2023-2-14-04 – Resolution to Approve American Structurepoint Invoice**

*L. Sanders made a motion to approve the American Sturcturepoint invoice, L. Hesson seconded. No oppositions. G. Henneke abstained. the motion was carried.*

**Resolution #2023-2-14-05 – Resolution to Approve 2023 Salary Schedule**

*D. Adams made a motion to the 2023 salary schedule, R. Waggoner seconded. No oppositions, the motion was carried.*

**Resolution #2023-2-14-06 – Resolution to Appoint Voting Members to Indianapolis Regional Transportation Council (IRTC)- Technical and Policy Boards**

IRTC Policy Board: Christine Altman, Proxy: Jennifer Gebhard

IRTC Technical Board: David Krieg, Proxy: Jennifer Gebhard

*R. Deer made a motion to appoint voting members to the Indianapolis Regional Transportation Council (IRTC)- policy and technical boards, L. Sanders seconded. No oppositions, the motion was carried.*

**Resolution #2023-2-14-07 – Resolution to Approve Extension of Enterprise Contract**

* CIRTA does not pay Enterprise besides the monthly subsidy rate which is not changing. Enterprise is the only provider on vanpool vehicles in the Midwest. This contract is an agreement to keep working with them.

*G. Henneke made a motion to approve the extension of the Enterprise contract, N. Messer seconded. No oppositions, the motion was carried.*

**Resolution #2023-2-14-08 – Resolution to Authorize Contract Negotiation for EID Study**

* Goal is to relook at the whole model for Workforce Connectors using money from ARP and Cares Act Grants.
* CIRTA will hire a consultant to look at long-term solutions such as micro transit, CIRTA owning vehicles, and/or special partnerships and how this will affect future funding and reporting.
* CIRTA reached out to four companies to get quotes.
* CIRTA is recommending TransPro. The contract is not to exceed $125,000.
* David Johnson from TransPro will lead the project. David worked on the first micro transit project in the country with TransPro.
* CIRTA has six task goals for TransPro during the study.
* The current WFC have funding sources to last through 12/31/23 with a secondary plan to bridge the gap if needed.
* This study will only look at current Workforce Connector routes in Plainfield and Whitestown.
* There was a board discussion regarding EID’s. C. Kelley went over what an EID is and how it works. N. Messer shared the pros and cons of an EID. It was said that new WFC will likely need a hybrid model and other funding sources.

*G. Henneke made a motion to authorize contract negotiations for EID study, N. Messer seconded. No oppositions, the motion was carried.*

**Resolution #2023-2-14-09 – Resolution to Recognize and Honor CIRTA Board Member and Board President Bill Ehret**

*L. Sanders made a motion to recognize and honor CIRTA board member and board president Bill Ehret, G. Henneke seconded. No oppositions, the motion was carried.*

**Legislative Update**

* We are in a long session due to it being a budget year.
* New fiscal forecast will be announced by early April.
* PMTF fund is stuck at $45 million. Has not changed in 6-8 years.
* Plainfield bill not scheduled to be heard.

**Commuter Connect Update**

* Outreach team added 20 new participating employees, set up over 20 tables, and participated in many community events since the last board meeting.
* School Pool has added one new school and has one school in the process of joining.
* CIRTA’s Bike Buddy program continues to grow. Alli will partner with Bike Indianapolis to assist with Bike to Work Day this year. Alli will also be posting a monthly biking tip on social media.
* CIRTA has 21 vanpools currently, with plans to add a potential three more with Connor Prairie.
* There are currently 8,883 commuters in the Commuter Connect database with 248 new commuters since the last board meeting. 84% of commuters are active for matching. CIRTA’s goal is 65%.

**Mobility Management Update**

* Plainfield ridership decreased by 4%
* Whitestown ridership increased by 2%
* WFC schedule changes start Monday February 20, 2023 with no Sunday service and no service after 7pm Monday through Saturday
* CIRTA staff rode both WFC January 17th and 18th to let riders know about the upcoming changes and to collect data on impacted riders.
* CIRTA found 10 riders will be impacted in Plainfield and 6 riders will be impacted in Whitestown. CIRTA has been working with both Plainfield and Whitestown to come up with alternatives for these riders.

**Executive Update**

* J. Gebhard shared quotes from WFC riders that the staff met while riding on January 17th & 18th.
* J. Gebhard praised the CIRTA team for their overall efforts with employers and reaching impacted riders on the WFC.
* Congratulated Amanda Meyer for being selected for the ImpACT Leadership through ACT and her 1-year anniversary with CIRTA.
* Congratulated David Krieg on his hard work in this crazy time for Mobility Management.

Changes need to be made to CIRTA’s Emergency Ride Home (ERH) Program. Currently, CIRTA uses zTrip to pick up qualifying commuters from work in the event of an emergency. This system adheres to FTA guidelines and is paid through CMAQ grants. Riders must wait long periods of time for zTrip to reach them. CIRTA has investigated using Uber or Lyft but can not use FTA funds to pay. Some transit agencies in the region reimburse the rider instead of paying a company as CIRTA does. The finance team and Executive Committee had a discussion regarding this at the last executive meeting. J. Gebhard would like to propose moving from one vendor to a reimbursement program although this is not a perfect solution because commuters will need to wait 30-60 days to get a check. J. Gebhard would like to add a special line item so that checks could be cut on a weekly or monthly basis.

* There was a discussion with the board regarding possible reimbursement to CIRTA from CIRTA by setting up an Uber Business Account or similar or giving the ability to cut checks in between board meetings. Both options would require payment from CIRTA’s general fund. The current budget for the ERH program is $4,000 and if it was moved from CMAQ grant to General Fund, it would not require a change in the CIRTA budget. CIRTA gets very few of these invoices a year.
* The board will need to reevaluate if the number of ERH vouchers used goes up.
* C. Altman suggested working with Eli Lily to see if they would underwrite the cost of

a grant program to use in the future if the ERH program gets more use.

* The board took this to vote.

*L. Sanders made a motion to give CIRTA a separate line item to pay for the Emergency Ride Home program out of the general fund, G. Henneke seconded. No oppositions, the motion was carried.*

* Moving on with the Executive Update, J. Gebhard brought up CIRTA’s grant for a Strategic Plan in the amount of $30,000. It was going to be used for Clean Energy Study and New Workforce Connector routes. G. Henneke suggested bringing a proposal to the next Executive Committee meeting to discuss.
* CIRTA’s lease is up in August of 2023. J. Gebhard has been working with B. Ehret to assist with the negotiating terms in the current space and identify potential new locations.
* Partner contributions are starting to come in.
* J. Gebhard has been meeting with leaders in the community. Recently, she had a great meeting with Mayor Costin of Martinsville. His office will be rolling out a community wide survey with CIRTA’s help to find out about commuting patterns. D. Krieg and J. Gebhard also attended a Boone County TAC meeting where there was a good discussion with Commissioner Wolfe.

**Adjournment**

*Motion to adjourn meeting by L. Hesson and seconded by G. Henneke at 10:45 am.*

*All in attendance agreed.*