Central Indiana Regional Transportation Authority (CIRTA)

February 13, 2024, 9:00am

CIRTA

320 N. Meridian St. Suite 920

Indianapolis, IN 46204

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| **Board Members Present:** | | **Board Members Not Present** | **CIRTA Staff Present** |
| Linda Sanders (v)\* | Jerry Bridges | Ron Deer | Jennifer Gebhard |
| Larry Hesson | Nathan Messer | Greg Henneke | Amanda Meyer |
| Don Adams (v)\*  Destiny Wells |  | Andrew Klineman  Cam Starnes | David Krieg  Sarah Troutman |
| Christine Altman (v)\* |  |  |  |
| Robert Waggoner  Ann Sheidler |  |  |  |
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The board meeting was called to order at 10:00 am by J. Bridges.

J. Gebhard took roll call and ensured a quorum was present.

**Resolution #2024-02-13-01– Adoption of Consent Agenda**

*N. Messer made a motion to accept the consent agenda items. R. Waggoner seconded. Roll call was taken.*

*Larry Hesson- yea*

*Don Adams- yea*

*Destiny Wells-yea*

*Robert Waggoner-yea*

*Jerry Bridges-yea*

*Nathan Messer-yea*

*Ann Sheidler-yea*

*Christine Altman-yea*

*Linda Sanders-yea*

*No opposition, the motion was carried.*

**Resolution #2024-02-13-02 – Resolution Confirming 2024 Election of Officers**

**President: Jerry Bridges**

**Vice President: Greg Henneke**

**Secretary: Linda Sanders**

**Treasurer: Larry Hesson**

*R. Waggoner made a motion to approve resolution confirming 2024 election of officers, N. Messer seconded. Roll call was taken.*

*Larry Hesson- yea*

*Don Adams- yea*

*Destiny Wells-yea*

*Robert Waggoner-yea*

*Jerry Bridges-yea*

*Nathan Messer-yea*

*Ann Sheidler-yea*

*Christine Altman-yea*

*Linda Sanders-yea*

*No opposition, the motion was carried.*

**Resolution #2024-02-13-03 – Resolution Authorizing 2024 Signatories for Banking Purposes**

*No vote needed. Did not change.*

**Resolution #2024-02-13-04 – Resolution to Approve American Structurepoint Invoice**

*L. Hesson made a motion to approve American Structurepoint invoice, A. Sheidler seconded. Roll call was taken.*

*Larry Hesson- yea*

*Don Adams- yea*

*Destiny Wells-yea*

*Robert Waggoner-yea*

*Jerry Bridges-yea*

*Nathan Messer-yea*

*Ann Sheidler-yea*

*Christine Altman-yea*

*Linda Sanders-yea*

*No opposition, the motion was carried.*

**Resolution #2024-02-13-05 – Resolution to Extend American Structurepoint Contract for Mobility Management Staff Support**

*L. Sanders made a motion to approve American Structurepoint contract for Mobility Management staff support, N. Messer seconded. Roll call was taken.*

*Larry Hesson- yea*

*Don Adams- yea*

*Destiny Wells-yea*

*Robert Waggoner-yea*

*Jerry Bridges-yea*

*Nathan Messer-yea*

*Ann Sheidler-yea*

*Christine Altman-yea*

*Linda Sanders-yea*

*No opposition, the motion was carried.*

**Resolution #2024-02-13-06 – Resolution to Approve Updated CIRTA Policy and Procedure Manual**

* Changes due to an FTA Echo Audit over emergency funding grants.
* CIRTA was asked to include language that if a contract extends past the original expiration date, there is a written agreement between both parties.
* The new language is included in the Board Packet.

*N. Messer made a motion to approve updated CIRTA Policy and Procedure Manual, L. Sanders seconded. Roll call was taken.*

*Larry Hesson- yea*

*Don Adams- yea*

*Destiny Wells-yea*

*Robert Waggoner-yea*

*Jerry Bridges-yea*

*Nathan Messer-yea*

*Ann Sheidler-yea*

*Christine Altman-yea*

*Linda Sanders-yea*

*No opposition, the motion was carried.*

**Resolution #2024-02-13-07 – Resolution to Approve CIRTA 3 Year Strategic Plan**

* **Presentation by TransPro Consulting**
* **Connect Central Indiana 2026**
* **New Mission: Connect people where they want to go.**
* **Vision: Everyone in Central Indiana can get to where they want to go.**
* **CIRTA Teams will implement 9 major initiatives.**
  + **Community Relevance –** Contributor Survey and Board Member Succession Plan
  + **Financial Sustainability –** Contributor Communication Process and Contribution Evaluation
  + **Regional Access –** Regional Transit Technology Implementation Plan and Commuter Connect Public Engagement
  + **Economic Impact –** Implement Workforce Connectors Recommendation and Workforce Connectors Expansion Strategy
  + **Customer Experience –** Customer Satisfaction Survey
* **Developing a communications Strategy.**

*L. Hesson made a motion to approve CIRTA 3-year strategic plan, R. Waggoner seconded. Roll call was taken.*

*Larry Hesson- yea*

*Don Adams- yea*

*Destiny Wells-yea*

*Robert Waggoner-yea*

*Jerry Bridges-yea*

*Nathan Messer-yea*

*Ann Sheidler-yea*

*Christine Altman-yea*

*Linda Sanders-yea*

*No opposition, the motion was carried.*

**Presentation: Regional Transit Technology Implementation Project**

* **Develop consensus on and implement a demand response platform to support the region’s transportation providers.**
* **Develop regional consensus, evaluate platform alternatives, and deliver a realistic implementation plan.**
* Task 4: Develop Implementation Plan. Final phase of the program.
* CIRTA will implement a unified demand response platform that facilitates cross-county mobility while ensuring local control for all jurisdictions.
* Cross-county mobility today
  + Central Indiana residents have limited options to travel outside of each county.
  + Most general public transit services outside of Marion County are demand response and don’t provide visible infrastructure.
  + CIRTA provides limited support for planning these transit trips today but does not engage directly in travel support.
  + As a result, residents have to use the information provided to piece together trips across multiple providers with different service types, days/span of service, and fare.
  + Cross-county trips are not consistently tracked across providers.
  + A pervious study did not identify an implementation plan or regional consensus.
* Technical Advisory Committee (TAC)
  + A TAC made up of a subset of regional providers was established to provide guidance on the development of recommendations and creation of implementation strategies.
  + These providers also participate in existing County Connect meetings.
  + Each TAC provider attends regular meetings to provide direction and feedback throughout the duration of the project.
* Regional Framework Overview (draft)
  + **Phase 1: Align –** Policy & interlocal agreements alignment, design cross-county pilot (Hamilton County & Hancock County).
  + **Phase 2: Coordinate –** Fare, trip planning, & demand response system coordination.
  + **Phase 3: Integrate –** Fare collection & demand response system integration & joint procurement. Regional vehicle tracking and/or IVR.
  + **Phase 4: Implement –** regional funding implementation and regional cross-county service delivery. **Not in scope for this study.**
* Regional Framework Timeline – Rough estimates
  + Alignment – 3-5 months
  + Coordination – 6-18 months
  + Integration – 2-4 years
  + Implementation – 5-7 years
* County Connect Pilot
  + Customer contacts CIRTA or providers to reserve a trip.
  + CIRTA or provider inputs trip details into TripMaster or another online form.
  + Scheduling provider confirms the trip with the customer.
  + Originating provider brings customer to transfer point; collects $8 fare.
  + 2nd provider picks up customer from transfer point; does not collect fare.
  + 2nd provider returns customer to transfer point; collects $8 fare.
  + The originating provider picks up customer from transfer point; does not collect fare.

There was a discussion regarding Interlocal Agreements. These are required by law. Also provides confidence to customers that cross-county trips will be supported as CIRTA marketing efforts increase. The duration for the pilot is for one year with a possibly to terminated with a 60-day notice to customers. The pilot will be a 5-party agreement: 2 county providers (Janus and HCSS), 2 county governments (Hamilton County and Hancock County), and CIRTA. Terms of the Interlocal Agreement must be definitive.

* Next Steps
  + TAC Meetings (ongoing)
  + Implementation Plan (Feb. 29)
  + Pilot project between 2 providers (start date to be determined)

**Legislative Update**

* This week is kicking off the second half of the session. 740 bills were filed, only 221 remain.
* 2 key bills for CIRTA
  + Senate Bill 52. Could be heard next week on Feb. 20.
  + House Bill 1328. This bill is being heard today.

There was a discussion regarding Senate Bill 52 not being good for mass transit but also local government. D. Wells will work with CIRTA to help build more relationships. CIRTA, IndyGo, & IMPO can Educate not Advocate. A good talking point is this Bill is more than just Indianapolis, it is statewide. Transit Drives Indy is advocating.

**Executive Update**

* Jen recognized Amanda Meyer’s 2-year anniversary with CIRTA.
* Working on implementing an updated MOU with CICOA. All funding is sitting in open grants.
* JTPR is reviewing marketing materials to be in line with the new Strategic Plan.
* Generated more than $50K in earned media in January from our zero fares campaign.
* Working on quotes for software implementation for Workforce Connectors Study. Also working on individualized meetings with Plainfield and Whitestown EIDs for buy-ins for upfront software costs.
* Jen read a rider testimony that was featured in our newsletter.
* David Krieg will be attending FTA training in Chicago.
* Amanda and Jen will be traveling to Ohio to connect with the Mid Ohio Regional Transportation Commission to discuss best practices in the TDM field.
* Next State Board of Accounts audit will be in May.
* Jen and Jerry had a call with the Muncie MPO regarding the open board position and should have the position filled by the April Board Meeting.

**Adjournment**

*The motion was made to adjourn the meeting by L. Hesson and seconded by R. Waggoner at 11:03 am.*

*All in attendance agreed.*