



**TANK Board of Directors Meeting**

February 9, 2022

Call to Order: 5:30 p.m.

Via Video Conference

**CALL TO ORDER AND PLEDGE:**

Mr. Guenther called the meeting to order and asked all to stand for the Pledge of Allegiance.

**ATTENDANCE, Board Members:**

- Scott Guenther, Chair
- Ed Kuehne
- Laura Thompson
- Jim Parsons
- Bill Voelker
- Dave Sogar

**ATTENDANCE, Staff/Other:**

- Andrew Aiello, General Manager
- Mike Duncan, Legal Counsel
- Gina Douthat, Deputy General Manager
- Sean O’Leary, Director of Operations
- Bill Hock, Director of Maintenance
- Alex Fuchs, Director of Finance

**AUDIENCE RECOGNITION:**

Mr. Guenther asked for Audience Recognition. Ms. Douthat explained that comments were solicited through TANK’s Facebook page with a deadline of 5:00 p.m. this afternoon. No comments were received.

**APPROVAL OF MINUTES:**

*Motion to approve the January 12, 2022 Board Minutes.*

Motion: Bill Voelker  
 Second: Dave Sogar  
 Discussion: None  
 Action: **Motion Passed**, Unanimously

**REPORTS:**

**December FY 2022 Financial Statements**

Mr. Fuchs stated that TANK service remains at reduced service level. Ridership is up 6.6% year-to-date. For the month, fixed-route transit gained 12.7% and demand-response transit gained 36.7%. Passenger revenues were above budget for the month by \$52,627. Operating

expenses were over budget for the month by \$206,578, but under budget year-to-date by \$461,370.

### **Annual RAMP Bus Order (ACTION)**

Mr. Hock reviewed the memo related to the RAMP bus purchase order for 2022. The purchase would include seven new RAMP vehicles that would replace vehicles from 2013/2014 that have exceeded their useful life. TANK is in year three of five of the existing contract with Shepard Bros. The prices are adjusted annually according to the Producer Price Index (PPI). This year, the PPI is 9.66%.

*Approval to issue a purchase order to Shepard Bros., Inc. in accordance with the approved five-year procurement contract for the purchase of seven (7) paratransit buses at a cost of \$84,839.87 plus a three percent (3%) contingency for vehicle technology equipment and final design for a total of \$611,695.46.*

Motion: Bill Voelker

Second: Dave Sogar

Discussion: Mr. Guenther added that this purchase is already in this fiscal year's capital budget and the buses will be paid for with federal funds and a state match.

Mr. Sogar asked about the old buses. Mr. Hock stated that when the new buses arrive, the old buses will be removed from service and placed on the online auction site for purchase. If the buses are still in decent/operable condition, they would first be offered to the three County Fiscal Courts before being placed out to auction.

Action: **Motion Passed**, Unanimously

### **Retention Incentive Report**

Mr. Aiello provided a brief update on the Retention Incentive Program that the Board approved back in August. The program began in September of 2021 and runs through March of 2022 (six months). The preliminary data are as follows:

- Total turnover is down 32%
- Turnover of tenured staff (>1 year) is down 64%

After the incentive is paid in March, staff will wait to see if there is a delayed spike in turnover, include the March turnover figures in the analysis, and report back to the Board.

### **General Manager's Report**

Mr. Aiello reported that the Omicron Covid-19 variant impacted TANK's operation. In January, TANK had 33 employees off on Covid Protocol – that represents almost 15% of TANK's total workforce. In the beginning of January, TANK was forcing off-day overtime. That spike in



# MINUTES

cases has dropped quickly and we currently have zero employees off on Covid Protocol. We are no longer forcing off-day overtime and system reliability is near 100%.

TANK held a third free on-site vaccination clinic in January.

Mr. Aiello talked about the winter weather event that occurred last week. It was a real test for our Operations and Maintenance departments and they did very well. 99% of all trips were operated. Buses ran late each day due to the road conditions, but all routes were completed and all passengers made it home and/or to work safely. It was a great team effort.

Mr. Sogar asked if the Southbank Shuttle will return prior to Opening Day. Mr. Aiello said that is still to be determined based on total operator workforce numbers.

We will be discussing the draft FY23 budget with the Board in March.

Mr. Parsons asked about the State budget. Mr. Aiello stated that state matching funds for federal transit funds are included in both versions of the state budget (the governor’s version and the house version). We’ll keep our eye on this as the legislative session continues.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None.

**GENERAL COUNSEL’S REPORT:**

Mr. Duncan had no legal report.

**ADJOURN:**

*Motion to adjourn the meeting.*

- Motion: Ed Kuenhe
- Second: Bill Voelker
- Discussion: None
- Action: **Motion Passed**, Unanimously, 5:55 p.m.