



TANK Board of Directors Meeting

December 14, 2022
Call to Order: 5:30 p.m.
3375 Madison Pk., Ft. Wright, KY

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
- Brian Ellerman
- Ed Kuehne
- Kimberly Rossetti
- Bill Voelker
- Jim Parsons
- Gina Rittinger

ATTENDANCE, Staff/Other:

- Gina Douthat, General Manager
- Sean O’Leary, Deputy General Manager
- Alex Fuchs, Director of Finance
- Bill Hock, Director of Maintenance
- Staff

AUDIENCE RECOGNITION:

None.

APPROVAL OF MINUTES:

Motion to approve the November 9, 2022 Board Minutes.

Motion: Bill Voelker
Second: Ed Kuehne
Discussion: None
Action: **Motion Passed**, unanimously.

REPORTS:

FINANCE COMMITTEE

October FY 2023 Financial Statements

Mr. Parsons reported that ridership continues to steadily increase on all service types. Southbank Shuttle operated the full month of September. Monthly passenger revenues are up over budget. Expenses are over budget this month due to timing issues and draw down of our primary FTA grant. Overall financial condition remains good.

Discussion related to Recruitment Challenges

Mr. Parsons presented information to the Board related to TANK’s ongoing challenges with recruiting and retaining fixed route bus operators. The Finance committee had in-depth

conversation and presentations that laid out the staff recommendation, which is to increase fixed route operator starting pay by reducing wage tiers. This recommendation comes with the understanding that this would take place outside of labor negotiations and would require sign-off by the Union leadership. The Union leadership has indicated their support for this concept.

Motion to accept the staff proposal to reduce bottom two wage tiers and increase starting wages for fixed route operators, as presented, effective January 1, 2023.

Motion: Jim Parsons

Second: Brian Ellerman

Discussion: None

Action: **Motion Passed**, unanimously.

Repeal of Policy #45

For many years, a “Retirement Policy” has been on the books. The policy is outdated, and most parts of the policy are no longer followed. The contents of the policy that are relevant have been incorporated into a new procedure, which has been added to the Employee handbook. The new procedure outlines the instructions for retiring from TANK, gives information about obtaining retirement benefits and giving proper notice.

Motion to repeal Policy #45 Retirement

Motion: Jim Parsons

Second: Ed Kuehne

Discussion: None

Action: **Motion Passed**, unanimously.

PLANNING AND MARKETING COMMITTEE

Mr. Busofsky gave brief updates on several planning/development projects:

CVG Crosswalk Project @ Amazon Prime/DHL Facility

CVG has “let” the work, meaning that construction teams have been selected, a pre-construction meeting has been held and a construction calendar has been determined. The goal of the crosswalk is to allow TANK to begin to serve both DHL and Amazon Prime with equitable bus service with a safe crossing to stops on both sides of the street, preventing the need for a turn-around (which has been challenging to find in that area.)

Once complete, the crosswalk will also allow for TANK to expand service to connect CVG and the Florence Hub, which will be a huge benefit for our Boone County residents that work at the airport.

The crossing will be a HAWK type crossing, the first in NO. KY. It will be activated only be a pedestrian waiting at the stop to cross the street. Construction schedule currently has a target completion date in June, subject to availability of materials.

Zero Emission Vehicle Study and Regional Gap Analysis Study Updates- Regional Studies being conducted with Cincinnati Metro and Butler County Regional Transit Authority

The Zero Emission Study is evaluating the types of zero emission technologies currently available in transit and making recommendations regarding how TANK might proceed in that area. It will look at a vehicle transition plan as well as a facility plan. The Bipartisan Infrastructure Law has quite a bit of funding in place for zero emission vehicles but requires a plan for implementation be in place prior to applying. Next step will be presenting key findings to the Board in early 2023 as we begin to make our plans in the Zero Emissions space over the next few years.

The second study is the Regional Gap Analysis, which is an effort being undertaken to try to understand the regional trip patterns that are currently not easily accessible by transit. The study is looking at regional gaps to convenient, accessible connections that are heavy travel patterns.

Recruitment Marketing

Mr. Kuehne also mentioned the plans to begin a large marketing effort in January to promote jobs at TANK. We will be doing quite a bit of paid advertising to support the effort.

OPERATIONS COMMITTEE

Preventable Accident Report

TANK had 7 accidents in November 2022, compared to 12 accidents in November 2021. Most were minor. It was a good month and overall trends are favorable.

Risk Management Update

Mr. Voelker reported that TANK has brought Bob Lockman back on a PT basis to assist with claims and risk management. When Bob retired (several years ago) after ten years as Risk Manager, Sean did not replace the role and took on the work of risk manager and dealt with all claims himself. This was not a long-term solution – this work takes a lot of time and the experience Bob brings to the role will be very helpful in resolving our claims in an efficient manner.

PENSION COMMITTEE REPORT

Mr. Guenther reported that the Pension committee held their regular quarterly meeting on October 27, 2022. The meeting was a routine meeting, where the quarterly investment review took place. The next meeting will be held on January 18 at 10 a.m.

GENERAL MANAGER REPORT

Ms. Douthat informed the Board that TANK has completed the first quarter of work with Cincinnati Works. In these first four months, we had 43 employees seek out coaching services from the counselor on-site. This is a strategic partnership that is allowing TANK to support employees personally for them to be successful at work.

OLD BUSINESS: None

NEW BUSINESS: None

GENERAL COUNSEL’S REPORT: None



MINUTES

ADJOURN:

Motion to adjourn the meeting.

Motion: Gina Rittinger

Second: Brian Ellerman

Discussion: None

Action: **Motion Passed**, unanimously, 6:15 p.m.

- All action items/motions in red.