



MINUTES

TANK Board of Directors Meeting

March 13, 2024

Call to Order: 5:30 p.m.

CALL TO ORDER AND PLEDGE:

Ms. Thompson called the meeting to order and asked all to stand for the Pledge of Allegiance.

IN ATTENDANCE, Board Members:

Brian Ellerman	Scott Guenther	Eric Hall
Gina Rittinger	Ed Kuehne	Kimberly Rossetti
Bill Voelker	Missy Miles	Laura Thompson

IN ATTENDANCE, Staff/Other:

- Gina Douthat, General Manager
- Alex Fuchs, Director of Finance
- Renae Turner, Director of Admin/HR
- William Hock, Director of Maintenance
- Gary McCulley, Asst. Director of Operations
- Nic Wilkinson, Manager of Spec. Projects
- Kail Clifton, Manager of Special Services
- Cassandra Burke, Scheduling Manager
- Tim McCulley, Manager of Transit Ops
- Jacob Morris, Finance

AUDIENCE RECOGNITION:

None.

APPROVAL OF MINUTES:

Motion to approve the February 14, 2024 Board Minutes.

Motion: Eric Hall

Second: Ed Kuehne

Discussion: None

Action: **Motion Passed**, unanimously.

REPORTS:

FINANCE COMMITTEE:

The Finance committee did not meet.

January FY 2024 Financial Statements

Mr. Fuchs provided an overview of the January FY24 financial statements.

Action Item:

Computer Equipment Disposal- TANK has some end-of-life computer equipment to dispose of. The equipment consists of defective/broken computers, monitors and related equipment.

Motion to approve the disposal of defective/broken computers, monitors and related equipment. 4BIS will assist with recycling.

Motion: Eric Hall

Second: Scott Guenther

Discussion: None

Action: **Motion Passed**, unanimously.

PLANNING AND MARKETING COMMITTEE:

The Planning and Marketing Committee met on February 6. Olivia Tussey was introduced as the new Transit Planner. She will begin full-time in May.

Jenny Kammes shared upcoming marketing programs, including Transit Worker Appreciation Day and participation in the opening day parade. Board members have two opportunities to join staff to express appreciation to our Transit Workers on March 18, 2024. Let Gina know if you'd like to participate and we will get you more details. Gina Douthat gave an update on the progress of the microtransit pilot project, focusing on the public involvement process, demographic considerations, and potential funding opportunities from a private entity. The committee discussed the next step in telling the TANK story—a key initiative from the Board Retreat discussion.

OPERATIONS COMMITTEE:

The committee met on February 6. The meeting began with Missy Miles being introduced as the new chair of the committee and Bill Voelker's resignation from the Board being announced.

TANK staff presented a report on preventable collisions from February, highlighting our efforts to address safety concerns at the facility. Gary McCulley provided detailed statistics on preventable collisions, emphasizing the increase in accidents compared to the previous year and the goal to reduce collisions by 10%. The discussion explored the idea of implementing nighttime training for drivers to address the occurrence of accidents, and Theresa Lustik provided detailed updates on training progress.

The committee then moved on to address two action items.

Uniforms for Bus Operators- The committee voted to approve the purchase of uniforms from Galls, LLC (incumbent and sole proposal).

Motion to approve the purchase of uniforms for bus operators and supervisors with a three-year contract with up to 2 one-year options at a contract amount not to exceed \$420,000.

Motion: Eric Hall

Second: Gina Rittinger

Discussion: None

Action: **Motion Passed**, unanimously.

EEO Policy Update- The committee voted to approve some administrative updates for the EEO Policy.

Motion to approve the updates as presented to the EEO Policy.

Motion: Brian Ellerman

Second: Eric Hall

Discussion: None

Action: **Motion Passed**, unanimously.

GENERAL MANAGER REPORT:

TANK's annual safety program runs on a calendar year (January to December). At the end of each calendar year, the Public Transportation Agency Safety Plan, Safety Performance Targets and all safety-related data is reviewed. After this review, the annual safety performance measures, and annual safety programs are updated. The TANK Safety Committee reviewed the plan on February 14, 2024.

The following updates were made:

- o The “**Name of Chief Safety Officer**”, formally Sean O’Leary, **is still to be determined.**
- o Safety Performance Targets were updated.

Safety Performance Targets

Specify performance targets based on the safety performance measures established under the National Public Transportation Safety Plan.

Modes of Transit Service	Total Fatalities	Total Injuries (“reportable” per NTD definition)	Safety Events (Preventable Accidents / Incidents per 400k miles)	System Reliability (Miles per Mechanical Road Call)	Driver Assaults
FRT and DRT	0	11	8.4	24,264	0

Following this annual review, staff updates the Board of Directors and notifies the MPO of these changes.

Action Item:

Veteran’s Reduced Fare Program- Staff recommends the addition of Veterans and active duty military personnel to our reduced fare program. This addition would allow people in this category to ride TANK at half fare.

Motion to approve the addition of Veteran’s and active duty military personnel to the TANK Reduced Fare program.

Motion: Scott Guenther

Second: Laura Thompson

Discussion: None

Action: **Motion Passed**, unanimously.

OLD BUSINESS: None.

NEW BUSINESS: None.

GENERAL COUNSEL:

Motion to enter closed session to discuss the parameters for bargaining, pursuant to KRS 61.810(e)

Motion: Scott Guenther

Second: Eric Hall

Discussion: None

Action: **Motion Passed**, Unanimously

Motion to leave closed session.

Motion: Scott Guenther

Second: Gina Rittinger

Discussion: None

Action: **Motion Passed**, Unanimously

ADJOURN:

Motion to adjourn the meeting at 7:10 p.m.

Motion: Kimberly Rossetti

Second: Gina Rittinger

Discussion: None

Action: **Motion Passed**, Unanimously