

**MINUTES OF
INTERURBAN TRANSIT PARTNERSHIP BOARD**

December 9, 2017

ATTENDANCE

Board Members Present: Charis Austin, David Bilardello, Rosalynn Bliss, Dave Bulkowski, Gary Carey, Tim Cochran, Jack Hoffman, Barbara Holt (Chair), Mark Huizenga, Stephen Kepley, Terry Schweitzer, Amna Seibold, Paul Troost, Michael Verhulst

Board Members Absent: Randy Gelderloos

Staff Present: Robin Crothers, Nancy Groendal, Brian Pouget, Peter Varga (CEO), Conrad Venema, Mike Wieringa

Others Present: Michelle Bilardello, Audrey Pecor, Grant Pecor

Ms. Holt called the meeting to order at 4:02 p.m.

1. PUBLIC COMMENT – No comments.
2. ELECTION OF OFFICERS

Ms. Holt stated that according to the Schilling model of governance, the vice-chair moves to the chair position and this is done in August according to our new model. For this time the Board will do an election for chair as has been done in the past.

A motion was made by Seibold, supported by Verhulst, to open nominations for Board Chair. Motion passed unanimously.

A motion was made by Hoffman, supported by Bliss, to nominate Stephen Kepley for Board Chair for 2018. Motion passed unanimously.

No further nominations were made. A motion was made by Verhulst, supported by Hoffman, to close nominations for Board Chair. Motion passed unanimously.

Mayor Kepley was elected as Board Chair. He thanked the Board for their confidence in him. He believes in servant leadership and wants to help Board members reach their full potential. He is looking forward to the next year.

A motion was made by Bliss, supported by Verhulst, to open nominations for Board Vice-Chair. Motion passed unanimously.

A motion was made by Seibold, supported by Bliss, to nominate David Bilardello for Board Vice-Chair for 2018. Motion passed unanimously.

No further nominations were made. A motion was made by Hoffman, supported by Carey, to close nominations for Board Vice-Chair. Motion passed unanimously.

Mr. Bilardello was elected as Board Vice-Chair. He thanked the Board for this honor and looks forward to continuing to grow under Mayor Kepley's leadership. He also believes in servant leadership and will assist in whatever way necessary.

3. AGENDA ITEMS

a) Title VI Update:

Mr. Venema stated that staff requests the Board's approval to submit the Title VI update to the Federal Transit Administration (FTA). FTA requires public transportation providers to complete a Title VI plan and documentation. This plan outlines how The Rapid ensures that it equitably provides its services and does not discriminate based on race and income levels. This plan must be updated every three years and approved by the Board. The Title VI plan was last submitted to the FTA in December 2014.

Mr. Venema noted that the November 2017 update contains no major revisions. The only service change was realignment of Route 19. There were no Title VI complaints over the last three years that have required corrective action. There was one complaint during this period but no corrective action was needed.

Mr. Bulkowski inquired how complaints are made regarding Title VI issues. Mr. Varga stated that a formal complaint needs to be filed with the FTA.

In response to a question from Mr. Bulkowski, Mr. Venema commented that Title VI does not address employment transportation issues and whether certain employment centers are served. Title VI is based on our current services and how they meet Title VI requirements.

Mr. Bulkowski questioned the statement in the Title VI document that there has been no fare increase since the last update in December 2014. Mr. Venema stated that the last fare increase was in October 2015. Mr. Bulkowski asked if The Rapid looked at social equity issues with the last fare increase. Mr. Venema responded that we did consider social equity when we increased fares, but fares were increased at the same percentage for all fare categories. The smart card system will address social equity on a consistent basis.

Mr. Carey asked if The Rapid is obligated to file a complaint if someone alleges a violation during public comment at a Board meeting or in some other manner. Mr. Venema stated that a formal complaint has to be filed by the complainant. Mr. Varga mentioned that if we hear about a potential issue, we will check it out.

Mr. Varga noted that our Title VI report is subject to the federal Triennial Review held every three years.

Mr. Bilardello mentioned that the Title VI update says there was no fare increase since the last update in December 2014 but the last fare increase was in October 2015.

Mr. Varga stated that the Title VI update would be revised to reflect the appropriate information.

A motion was made by Bilardello, supported by Seibold, to authorize submission of the November 2017 Title VI Update with the corrected information regarding the October 2015 fare increase. Motion passed unanimously.

Mr. Bulkowski asked for confirmation that the last fare increase was actually in October 2015. Mr. Varga confirmed the October 2015 date.

b) CEO Search Firm

Ms. Holt reported that the CEO Search Committee has met three times. Six proposals were received and three firms were interviewed. The recommended firm is Krauthamer & Associates. This firm placed the new CEO for APTA. Krauthamer has a strong background with transit CEO searches.

Mr. Bilardello stated that all three finalists were very good. He felt that any of the three could do the work.

Mayor Kepley noted that Krauthamer was the most expensive. This firm has one strong person who does the searches. He is very good and has a good record. Their cost is about twice that of the second place firm. Krauthamer has the most experience with transit CEOs. When he asked the person who would do the search, he said he was busy but has time to perform our search.

Mr. Varga stated that the expense for the CEO search was budgeted.

Mr. Hoffman believed we will attract top tier candidates with Krathamer.

The Board requested that the resolution be more specific stating "at a cost of 33.33% of the first year's total annual expected compensation of the new CEO plus expenses". The resolution will be revised accordingly.

A motion was made by Hoffman, supported by Kepley, to approve a contract with Krauthamer & Associates to do a CEO search at a cost of 33.33% of the first year's total annual expected compensation of the new CEO plus expenses. Motion passed, with 12 in favor and two abstentions (Bulkowski, Carey).

Mayor Bliss inquired about the process going forward. Ms. Holt stated that she envisioned that the CEO Search Committee would stay together and handle any necessary issues. The Committee would bring any issues and candidates to the Board.

Mayor Kepley concurred with the process as outlined by Ms. Holt.

Mr. Bilardello stated there will be stakeholder input with community leaders. The Board will be involved in that process.

Mayor Kepley commented that the Committee needs to develop a list of stakeholders. They could send out a mass survey. He would like to get as much input as possible.

Ms. Holt mentioned that Krauthamer is open to doing individual interviews if that is deemed to be appropriate.

Mayor Bliss stated that the City of Grand Rapids is currently in the process of hiring a new city manager. The firm they are using has a good process. She agreed that the CEO Search Committee should stay involved. She noted that the city has had more electronic responses than other method for stakeholder input.

In response to a question from Mayor Huizenga, Mayor Kepley stated that Krauthamer would be paid 1/3-1/3-1/3, with the last payment being adjusted. This is not a not-to-exceed number.

Mr. Varga indicated that there is enough money in the budget to cover this expense.

Mr. Verhulst asked what happens if the selected person doesn't work out. Ms. Holt stated that there is a 1-year guarantee and Krauthamer will resume the search if the new CEO does not work out for any reason within that first year. The only additional cost would be for travel and incidental expenses.

4) UNION CONTRACT RATIFICATION

Mr. Pouget stated that the Board is asked to approve a collective bargaining agreement with the Amalgamated Transit Union Local 836 for the period December 11, 2017 – December 10, 2020. He appreciated the Board's patience during the lengthy time it has taken to negotiate a contract.

Mr. Pecor thanked the Board for their patience and for dealing with these difficult issues. He especially thanked Mr. Varga and Mayor Bliss who took the brunt of the negative comments and disruption. He stated that he is very happy that an agreement has been reached. He is proud of the deal that has been made with the Union.

In response to a question from Ms. Holt, Mr. Pecor stated that the union ratified the contract 32-10.

Mayor Seibold commented that this is a win for our community and a fair contract for our employees.

Mr. Pecor stated that the Board meeting was moved to today (12-9-17) so that the Board could approve the contract and wage increases can start with the pay period starting on December 11, 2017 and reduced health care costs can be implemented right away.

Mayor Huizenga asked about a news release. Mr. Pouget responded that a news release will go out today after the Board meeting.

Mayor Bliss concurred with Mayor Seibold's comments. She thanked Grant Pecor and Brian Pouget for their hard work. She asked if something was being sent to all employees. Mr. Pouget stated that something will be sent out after the Board approves the contract.

A motion was made by Bliss, supported by Austin, to approve the collective bargaining agreement with Amalgamated Transit Union Local 836 covering the period 12/11/17-12/10/20.

Ms. Holt thanked Mr. Pouget and Mr. Pecor for doing a great job. They have a good relationship and work very well together.

Mr. Bulkowski thanked all who were involved in the negotiations process.

Ms. Holt expressed her appreciation to the entire Rapid team including Brian Pouget, Nancy Groendal and Steve Schipper. She thanked the Friends of Transit for their work in getting the millage passed and Mr. Bulkowski for helping to lead the effort.

Mr. Schweitzer thanked Ms. Holt for her leadership during this difficult time.

Mayor Huizenga thanked everyone involved for negotiating a good, fair contract.

Mr. Verhulst mentioned that The Rapid now needs to deal with relationship building and trust among the employees.

Mayor Seibold thanked Mr. Varga and his team. She stated that they will start working on employee engagement.

Motion passed unanimously.

Board Member Comments

Mr. Cochran informed the Board that he will not be reappointed to the Rapid Board by the City of Wyoming. He has served on the Board for seven years and has appreciated his time here. He thanked Mr. Varga for his leadership. He stated that The Rapid has great administrative staff.

Mr. Bulkowski noted that he has served a partial term on the Rapid Board but will not be reappointed. He stated that this was his decision based on personal reasons.

Ms. Austin stated that she was very happy that the contract has been settled.

Mayor Kepley thanked Ms. Holt for the opportunity to work with her as Vice-Chair. They have met often and worked well together. It has been an honor to work with her. He appreciated her patience and the time she put in with him.

Mayor Seibold thanked those leaving the Board for their service.

Mayor Bliss expressed her appreciation to Ms. Holt for her leadership through these difficult years. She thanked Mr. Bulkowski for his service on the Rapid Board and Friends of Transit.

Mr. Troost thanked Ms. Holt, Mr. Bulkowski and Mr. Cochran for their service on the Rapid Board.

5) ADJOURNMENT

The meeting was adjourned at 11:14 a.m.

Respectfully submitted,



Robin Crothers, Board Secretary