



RECORDED

**REGULAR MEETING MINUTES
MOUNTAIN RIDES TRANSPORTATION AUTHORITY
Wednesday, November 19, 2014, 12:30 p.m.
Ketchum City Hall Meeting Room, Ketchum, Idaho**

Board Members of the Mountain Rides Transportation Authority met in a Regular Meeting in the Ketchum City Hall Meeting Room, Ketchum, Idaho.

PRESENT: Chairman Susan McBryant (Hailey), Nils Ribí (Sun Valley), David Patrie (Blaine County), Michael David (Ketchum) and Joe Miczulski (Bellevue) and Kristin Derrig (Ketchum)

ABSENT: Steve Wolper (At-Large), Vice-Chair Mark Gilbert (Sun Valley)

ALSO Mountain Rides Executive Director Jason Miller

PRESENT: Mountain Rides Operations Manager Jim Finch
Mountain Rides Business Manager Wendy Crosby
Support Specialist Kim MacPherson
Terry Smith, *Idaho Mountain Express*

1. CALL TO ORDER

Chairman Susan McBryant called to order the meeting of Wednesday, November 19, 2014 at 12:33pm.

2. COMMENTS FROM THE CHAIR AND BOARD MEMBER THOUGHTS

Chair Susan McBryant wanted to comment about the bicycle booklet that the City of Hailey has in their lobby.

3. PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA (including questions from Press)

Terry Smith from the *Idaho Mountain Express* asked when the new bus schedule will be available and when it will start.

4. ACTION ITEMS AND DISCUSSION ITEMS

a. Action item:

Action on release of Invitation for Bid 2014-11-19 for unleaded and diesel fuel purchase via card lock system.

Jason Miller said Mountain Rides was very satisfied with last year's results of Associated Petroleum winning the bid out of four applicants. Mountain Rides uses a card lock system. We are not anticipating a lot of changes to the bidding process.

Nils Ribí asked about the estimated cost for fuel. Joe Miczulski remarked that the fuel in Bellevue was 3.09 for unleaded and 3.75 for diesel.

Mike David made a motion to approve the release and publication of Invitation for Bid 2014-11-19 for unleaded and diesel fuel for 2015 and Joe Miczulski seconded, and the motion passed unanimously.

b. Action item:

Action on updates and revisions to Mountain Rides employee manual.

Susan McBryant appreciated the highlighting of the changes to the document. All of Mountain Rides employees are going through an online university program with ICRMP. In addition to the drivers safety training course the employee has to acknowledge receipt that they understood and read the employee manual and vehicle use policy which is our Driver Rule book. The online university gives an electronic acknowledgement of date and time which can be useful for both parties if a need arises for substantial evidence. Susan McBryant asked about employees being able to ask questions and come back to the document if they have questions about it. Yes, they can come back to the document and should address their questions to Wendy Crosby. Michael David asked a question about dress attire and grooming and appearance. Nils Ribí wanted to know where the changes came from. Jason Miller noted that the changes came from (1) the ICRMP employee manual template and (2) was sent to legal counsel, Michael Pogue, who included the labor law and FMLA changes and (3) our own internal policies. The final review was done by Michael Pogue. Jason also thanked Wendy for her hard work on getting the document completed. Nils Ribí had questions regarding the definitions of “supervising official” and “workweeks” and suggested adding “electronic devices, smart phones and tablets” under “Inappropriate use of company computers, email or internet access.”

David Patrie made a motion to approve the FY2015 revisions to the Mountain Rides Transportation Authority Employee Manual, dated November 19, 2014 with changes noted, Michael David seconded, and the motion passed unanimously.

5. Committee Reports

- a. Planning and Marketing Committee reports from Steve Wolper
 - i. Committee members approve minutes for October and November (David Patrie abstained.)
- b. Finance and Performance Committee reports from Mark Gilbert
 - i. Committee members approve minutes for September (Mark Gilbert and Joe Miczulski abstained), October (Joe Miczulski and Michael David abstained) and November (Michael David abstained.)

6. Staff reports

- a. Dashboard performance reports for September 2014
- b. Operations report

Jim Finch noted that we would like to reach 500,000 for ridership this year and we are on our way. Jim reminded us to put your “seat in the seat.” Jim also highlighted Mountain Rides’ great safety record this past year.

- c. Marketing and Outreach report

Board member Michael David remarked that he saw Kim MacPherson at the two most recent community events and thought it was good for Mountain Rides to be there.

- d. Bike-Ped report
- e. Business Manager report
- f. Executive Director report

7. Consent Calendar items

a. Approve minutes for September 3rd special board meeting (Nils Ribí, Joe Miczulski and David Patrie abstaining), Oct 15 regular board meeting (Steve Wolper, Joe Miczulski and Michael David abstaining) and Nov 5th special board meeting (David Patrie and Michael David abstaining). **Nils Ribí moved to approve minutes and Michael David seconded. Motions carried unanimously.**

b. Receive & File financials September 2014

Mike David moved to approve the financials. Joe Miczulski seconded, and the motion carried unanimously.

8. Adjournment

Mike David moved to adjourn the meeting at 1:19pm. Joe Miczulski seconded and the motion carried unanimously.


Chairman Susan McBryant