



RECORDED

**REGULAR MEETING MINUTES
MOUNTAIN RIDES TRANSPORTATION AUTHORITY
Wednesday, November 16, 2016, 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: Chair David Patrie (Blaine County), Secretary Joe Miczulski (Bellevue), Vice-chair Jane Conard (Sun Valley), Becki Keefer (Hailey), Anne Corrock (Ketchum), Kristin Derrig (Ketchum), Joyce Fabre (Sun Valley) and Tory Canfield (at-large)

ALSO

PRESENT: Mountain Rides Operation Manager Jim Finch
Mountain Rides Maintenance Manager Ben Varner
Mountain Rides Support Specialist Kim MacPherson
Mountain Rides Operations Supervisor Stuart Gray

1. CALL TO ORDER

Chair David Patrie called to order the meeting of Wednesday, November 16, 2016 at 12:30pm; Secretary Joe Miczulski took roll and determined that a quorum was present.

2. COMMENTS FROM THE CHAIR AND BOARD MEMBER THOUGHTS

Jane Conard gave congratulations to Jason Miller for his upcoming new "rider."

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

Jim Finch introduced Stuart Gray as the Mountain Rides Operations Supervisor. He will be working weekends as well.

4. PRESENTATION

Kim MacPherson gave an update on marketing pieces for the outreach toolkit and gave a first look at the new bus schedule. Mountain Rides has marketing pieces for the all the new services including Galena, Airport, demand response, Blue, Red, Valley, and Hailey routes. There is also a poster highlighting the new services including the RouteShout app. There were extra pieces for the board to take to distribute.

5. ACTION ITEMS AND DISCUSSION ITEMS

a. Action item:

Action to approve release of Invitation for Bid 2016-11-16 for purchase of unleaded and diesel fuel for calendar year 2017

Ben Varner stated that this is the annual fuel bid going out to 6-7 companies in the region. The new system that Director Gilbert helped with has been working very well.

Jane Conard made a motion to approve to approve the fuel bid for FY2017. Joe Miczulski seconded. The motion passed unanimously.

b. Action item:

Action to approve submission of Mountain Rides Transportation Authority's revised Title VI Plan to the Federal Transit Administration

Joe Miczulski made a motion to adopt the revised Title VI Plan, as drafted by staff. Joyce Fabre seconded. The motion passed unanimously.

c. Discussion item:

Discuss meeting schedule for December and January, including date for annual strategic planning workshop

Dave Patrie stated that we will need to have a December meeting. Typically we do not do committee meetings in January however that would be a good time to plan a Strategic Planning meeting. Jane Conard suggested having the Strategic planning meeting on the first Wednesday in January. The Strategic Planning meeting will be scheduled for January 4th from 11am-3pm with lunch included. The group would like to have the meeting in Ketchum. Kim MacPherson will check availability for the council chambers.

6. Committee Reports

No Planning & Marketing committee for November.

Finance & Performance committee report for November.

Committee members approved the minutes for Finance & Performance for November. Becki Keefer abstained.

7. Staff reports

a. Dashboard performance reports for September 2016 – David Patrie noted that the dashboard is being revamped and will be presented at an earlier date. Dave Patrie gave kudos to staff for coming in within 1% for expenses budget vs actual. Becki Keefer asked about the costs per hour in September being so high. Ben Varner said it had to do with the parts budget.

b. Operations report – Jim Finch stated Safety is our highest priority. We have 6 new drivers in training and there are unknowns with the new routes.

c. Marketing and Outreach report – Jane Conard said well done to Kim MacPherson for the outreach efforts.

d. Maintenance report – Dave Patrie asked about the effect of disposing the IC buses on our capital plan. Ben Varner said he and Jason will work on the plan.

e. Bike-Ped report – Dave Patrie stated that there is a question of the policy of E-bikes and feels that the board needs to be involved in policy. Dave Patrie requested that staff bring information about E-bikes back to the board. Dave Patrie said that Mountain Rides should be involved because the bike path, even though managed by BCRD as a recreation amenity, is also a transportation corridor. Jane Conard appreciated Dave Patrie stating that there is a distinction between power assisted and e-bikes.

Tory Canfield asked about Kaz Thea being laid off and asked if that was typical. Tory wanted to make sure that the bike-ped component is important for Mountain Rides to be involved in but staff said that it was essentially driven by lack of funding for the winter months.

f. Executive Director report

8. Consent Calendar items

- a. Approve minutes for October 19th regular board meeting and November 2nd special workshop
- b. Receive & File September 2016 financials and bills paid including year-end balance sheets, and Revenue and Expenditures vs Budget for all funds

Joe Miczulski moved to approve the consent calendar. Kristin Derrig seconded. The motion passed. Becki Keefer abstained for the Oct 19th meeting and Anne Corrock and Joyce Fabre abstained for Nov 2nd meeting.

9. Becki Keefer moved to go into Executive Session at 1:11pm – Pursuant to Idaho statute 74-206(1)(b) to consider Executive Director annual performance evaluation. Joyce Fabre seconded. Roll Call: Anne Corrock, Tory Canfield, Kristin Derrig, Joe Miczulski, David Patrie, Becki Keefer, Jane Conard and Joyce Fabre.

Anne Corrock left the meeting during Executive Session.

2:20pm Jane Conard made a motion to go out of Executive Session. Tory Canfield seconded and the motion passed unanimously.

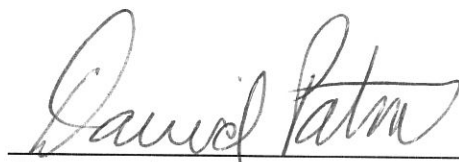
Jane Conard amended the agenda to add acceptance of the Executive Director’s performance evaluation and the reason being there was information disclosed during the Executive Session. Kristin Derrig seconded. Motion carries.

Becki Keefer moved that the board accept the recommendation of the committee and that we accept the evaluation that Jason Miller received 23 out of 25 points and we authorize the committee to communicate this with Jason Miller. Let the record also reflect that the board requested future conversations to discuss further professional development. Joyce Fabre seconded and the motion carries.

Jane Conard and Joe Miczulski will meet with Jason Miller to discuss the rating and goals for next year and the board is authorized to take action to implement the raise to go with the score and work with the new business manager to make it happen.

10. Adjournment

Tory Canfield moved to adjourn the meeting at 2:25pm. Becki Keefer seconded and the motion carried unanimously.



Chair David Patrie