



Mountain Rides Transportation Authority

PUBLIC NOTICE

Agenda for the Regular Meeting of the Board of Directors

Wednesday, June 16, 2021, 12:30pm

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/323068157>

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Access Code: 323-068-157

Mountain Rides Board of Directors

Chair Kathleen Kristenson (Blaine County); Vice-Chair Melody Mattson (at-large); Tom Blanchard (Bellevue); Juan Martinez (Hailey); Kristin Derrig & Neil Bradshaw (Ketchum); Rick Webking & Peter Hendricks (Sun Valley)

1. **Call to Order**
2. **Comments** from the Chair, Members, and Staff
3. **Public Comment** re: Items not on the Agenda (and questions from the press)
4. **Action item:** Consent Agenda (p.2)
 - a. Approve: Minutes of Regular Board Meeting, May 19, 2021 (p.3-5)
 - b. Receive/file: Performance Dashboard, May 2021 (p.6-9)
 - c. Receive/file: Operating financials and Bills Paid April 2021 (p.10-16)
 - d. Receive/file: Minutes of Planning & Marketing Committee Meeting, June 2, 2021 (p.17)
 - e. Receive/file: Minutes of Finance & Performance Committee Meeting, June 2, 2021 (p.18)
 - f. Receive/file: Reports: Director, Community Mobility; Director, Finance & Administration; Director, Assets & Infrastructure; Manager, Transit Operations; Mobility & Safe Routes Coordinator; Executive Director (p.19-25)
 - g. Approve: Drug and Alcohol Policy updates (p.26-36)
5. **Discussion item:** Return to In-person Meetings (p.37)
6. **Discussion item:** Items of Interest to the Board (p.38)
7. **Adjourn**

Public information regarding agenda items is available from the Mountain Rides' office at 800 1st Ave. North, Ketchum, or 208-788-7433. Any person needing special accommodation to attend the above noticed meeting should contact Mountain Rides two days prior to the meeting at 208-788-7433.

Mountain Rides Consent Agenda Item Summary

Date:

June 16, 2021

From:

MRTA Staff

Action Item:

4. Consent Agenda

Committee Review:

☒ Yes ☐ No

Committee
Purview:

Finance & Performance; Planning & Marketing

Previously
discussed at board
level:

☐ Yes ☒ No

Recommended
Motion:

I move to approve, adopt, receive, and file the Consent Agenda.

Fiscal Impact:

NA

Related Policy or
Procedural Impact:

NA

Background:

- a. Approve: Minutes of Regular Board Meeting, May 19, 2021
- b. Receive/file: Performance Dashboard Report for May 2021
- c. Receive/file: Operating financial and Bills Paid April 2021
- d. Receive/file: Minutes of P&M Committee Meeting, June 2, 2021
- e. Receive/file: Minutes of F&P Committee Meeting, June 2, 2021
- f. Receive/file: Report per:
 - 1) Director, Community Development (Kim MacPherson)
 - 2) Director, Finance & Administration (Tucker Van Law)
 - 3) Director, Assets & Infrastructure (Ben Varner)
 - 4) Interim Operations Manager (Jamie Canfield)
 - 5) Mobility & Safe Routes Coordinator (Cece Osborne)
 - 6) Executive Director (Wally Morgus)
- g. Approve: Drug and Alcohol Policy updates



RECORDED

**REGULAR MEETING MINUTES
MOUNTAIN RIDES TRANSPORTATION AUTHORITY
Wednesday, May 19, 2021, 12:30 p.m.
Conference Call**

The Mountain Rides Transportation Authority's Board of Directors met in a Regular Meeting on a conference call.

PRESENT: Chair Kathleen Kristenson (Blaine County), Vice-chair Melody Mattson (at-large), Rick Webking (Sun Valley), Peter Hendricks (Sun Valley), Kristin Derrig (Ketchum), Juan Martinez (Hailey) and Tom Blanchard (Bellevue)

NOT PRESENT: Neil Bradshaw (Ketchum)

ALSO PRESENT: Mountain Rides Executive Director, Wally Morgus
Mountain Rides Director, Finance & Administration, Tucker Van Law
Mountain Rides Director, Assets & Infrastructure, Ben Varner
Mountain Rides Director, Community Mobility, Kim MacPherson
Mountain Rides Manager of Transit Operations, Jamie Canfield

1. CALL TO ORDER

Chair Kathleen Kristenson called to order the meeting of Wednesday, May 19, 2021 at 12:30pm via conference call. Secretary Rick Webking called roll and determined that a quorum was present.

2. COMMENTS FROM THE CHAIR, BOARD MEMBERS and STAFF

Kathleen Kristenson said thank you the Mountain Rides staff for the work that you do.

Tom Blanchard asked about the possible new bus shelter in Bellevue. Wally Morgus stated that it is a work in process.

Rick Webking welcomed Jamie Canfield to the meeting and congratulated him on his promotion to Manager of Transit Operations.

Wally Morgus said we are still bound as public transportation funded by the FTA and under the guidelines issued by the FTA and the CDC to require masks on our buses. And thus far, we have had no pushback from riders about continuing to wear masks. He also said we are filling seats on the buses but are not allowing standees. We are back to pre-pandemic levels on the Valley route.

Kristin Derrig asked if the board wanted to meet in person in the near future. Mountain Rides will look into spaces available.

Peter Hendricks asked about the TF/NEMT route. Wally Morgus said we've been running it now for a month and a half and like any new service or pilot, it's going to take awhile to gain the traction.

Peter Hendricks said he believes it is a benefit and necessary service that we're providing.

3. PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA (incl. questions from Press)
There were none.

4. Consent Calendar items

- a. Approve: Minutes of Regular Board Meeting, Apr 21, 2021
- b. Receive/file: Performance Dashboard report for April 2021
- c. Receive/file: Minutes of Finance & Performance Committee Meeting, May 5, 2021
- d. Receive/file: Reports from Director, Community Development; Director, Finance & Administration; Director, Assets & Infrastructure; Operations Manager; Mobility & Safe Routes Coordinator; Executive Director

Tom Blanchard moved to approve, receive, file, and adopt the Consent Agenda. Kristin Derrig seconded. The motion passed.

5. ACTION ITEM:

Receive/file Financial Statements and Bills Paid Report for March 2021

Tucker Van Law gave a brief overview and said this was reviewed by the two committee members.

Kristin Derrig moved to receive/file the Financial statements and Bills paid report for March 2021. Tom Blanchard seconded. The motion passed.

6. ACTION ITEM:

Approve/adopt FY21 Revised Budgets

Tucker Van Law said this was reviewed by the two committee members.

Rick Webking moved to approve and adopt Mountain Rides' revised FY2021 Operating, Capital, and Facilities Budget. Juan Martinez seconded. The motion passed.

7. ACTION ITEM:

Approve Purchase of Scaffolding to be used in Maintaining Electric Buses

Ben Varner said this is a purchase that we were planning to make in FY22 but due to the timing of the buses being delivered and the need for training to happen in July and August, we need to go ahead and move this purchase up. We solicited bids and interviewed two of the companies and we are very happy moving forward with this roughly \$26,000 cost.

Tom Blanchard moved to approve the purchase of scaffolding from Bird Ladder & Equipment Company, Inc. in an amount not to exceed \$26,000 and authorize staff to execute the purchase. Juan Martinez seconded. The motion passed.

8. ACTION ITEM:

Approve Administrative Coordinator Position

Tucker Van Law said with the increased service we are providing and more grants we have had historically, there is an increased demand for administrative work. We are asking to add an administrative position.

Tom Blanchard asked about the budget impact for this new position.

Tucker Van Law said there is \$20,000 targeted for the remainder of this fiscal year.

Tom Blanchard moved to approve the Administrative Coordinator position. Peter Hendricks seconded. The motion passed.

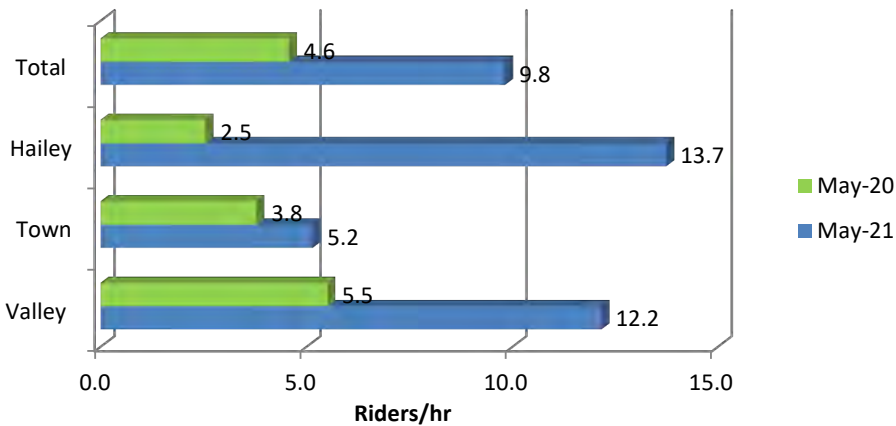
9. ADJOURNMENT

Juan Martinez moved to adjourn the meeting at 1:10pm. Tom Blanchard seconded. The motion carried unanimously.

Chair Kathleen Kristenson

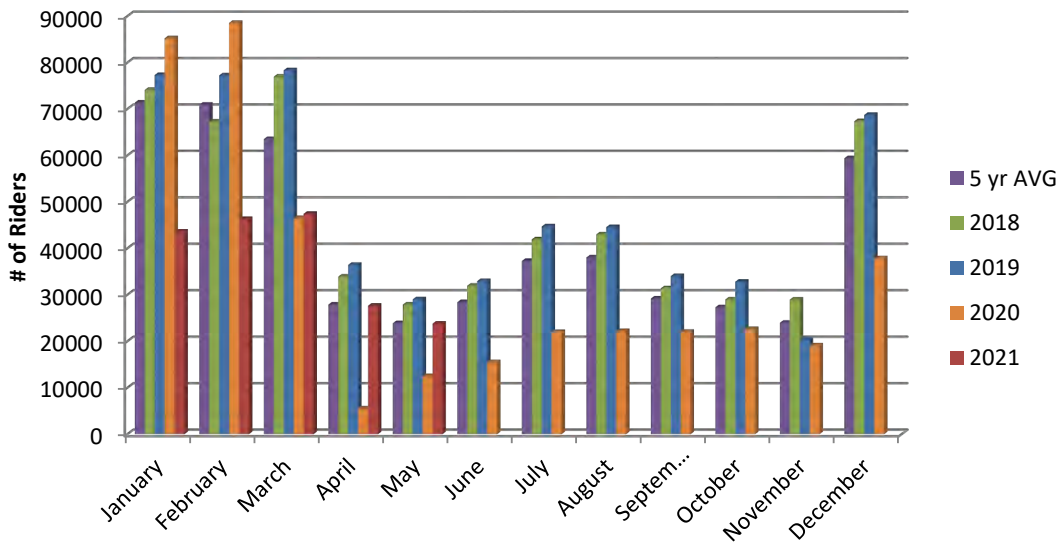
PERFORMANCE DASHBOARD - RIDERSHIP, MAY 2021

Ridership per hour



Definition: One way rides for the month divided by the number of bus revenue service hours for the month (aka productivity) - being higher than goal is good. 15 is reasonable goal for a resort-rural fixed route system.

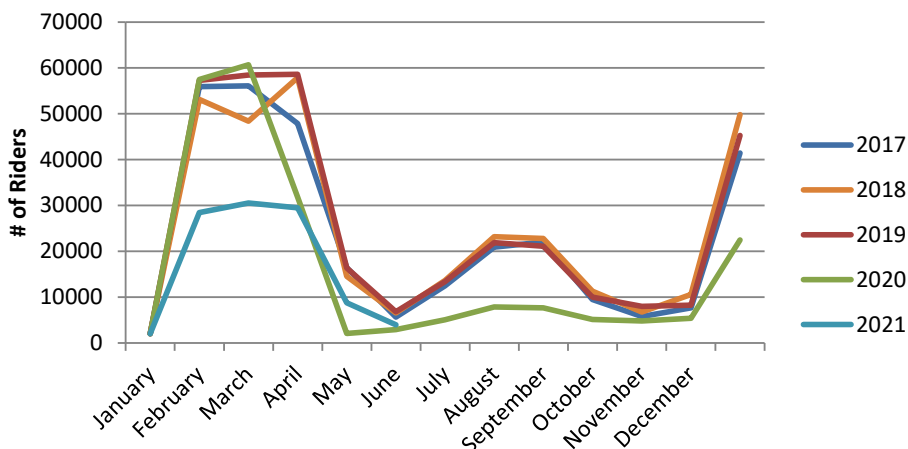
Total Ridership by Month



2021 YTD Ridership
188655
2020 YTD Ridership
236124
2019 YTD Ridership
298292
2018 YTD Ridership
280175
2017 YTD Ridership
282326

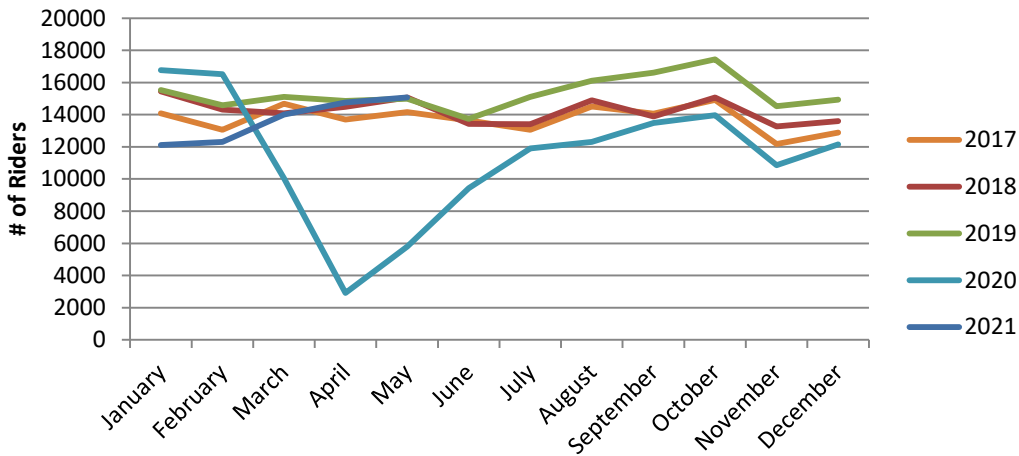
Definition: Monthly ridership compared with one year ago, two years ago and the 5 year average.

Town Routes

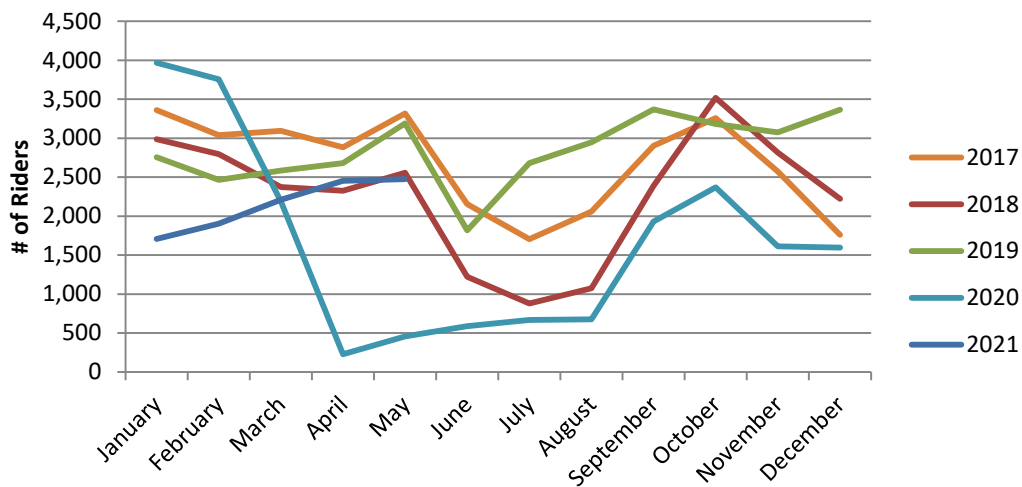


PERFORMANCE DASHBOARD - RIDERSHIP BY ROUTE, MAY 2021

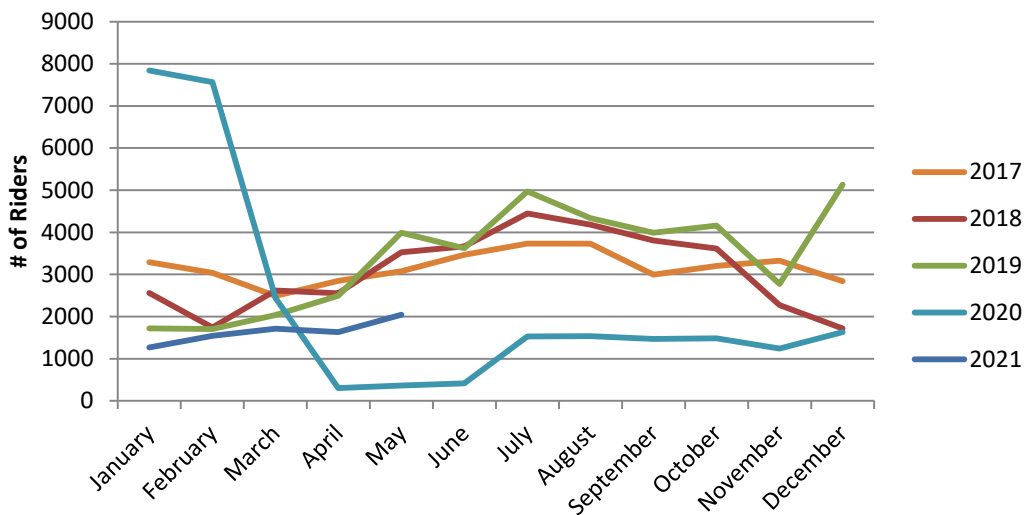
Valley Route



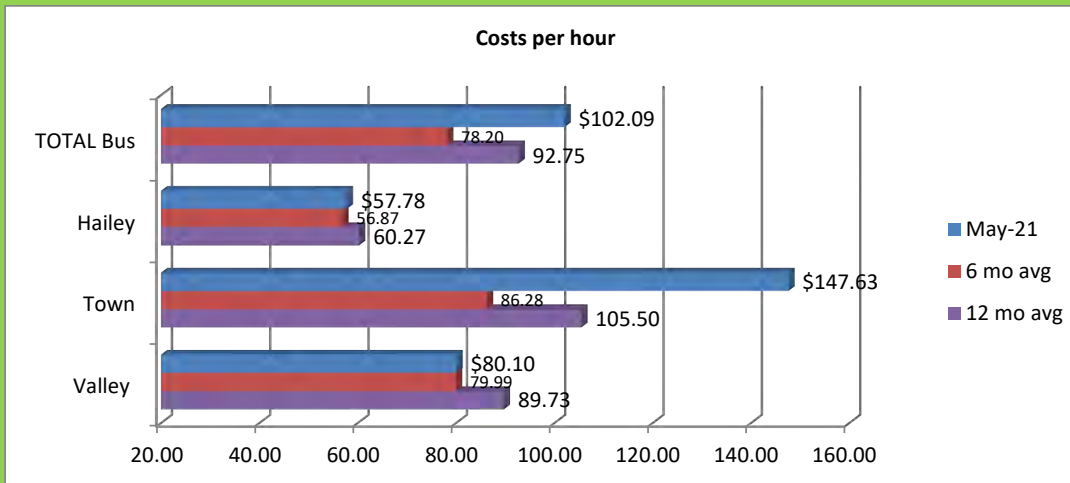
Hailey Route



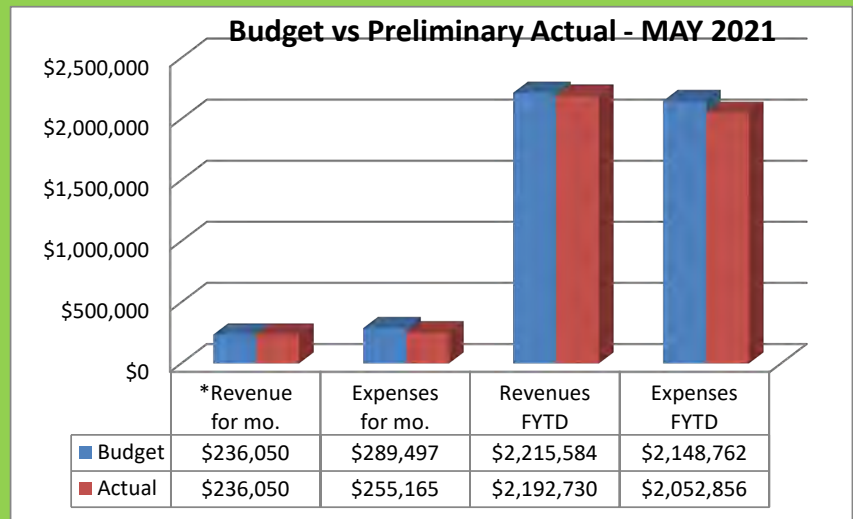
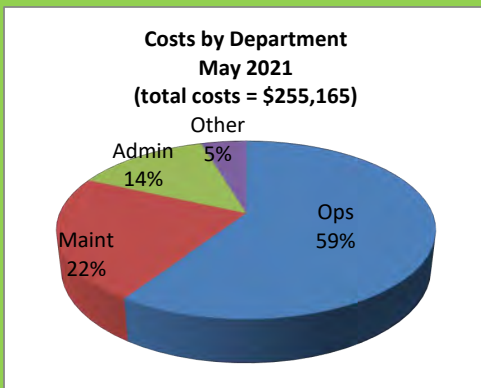
Vanpool



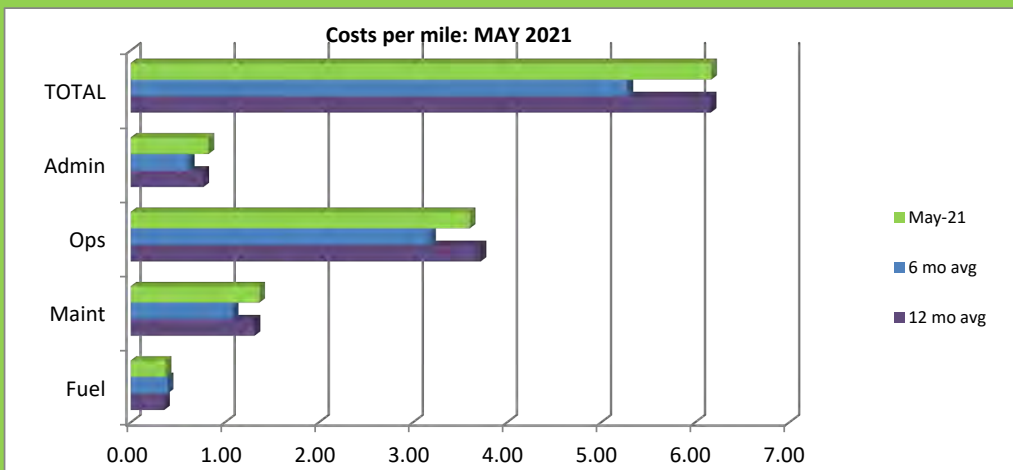
PERFORMANCE DASHBOARD - FINANCIAL, MAY 2021



Definition: Monthly costs divided by the number of bus revenue service hours operated for the month. Being lower than goal is good. Monthly numbers are compared to 6 and 12 month averages in order to give a longer time period for reference (monthly fluctuations can be great).

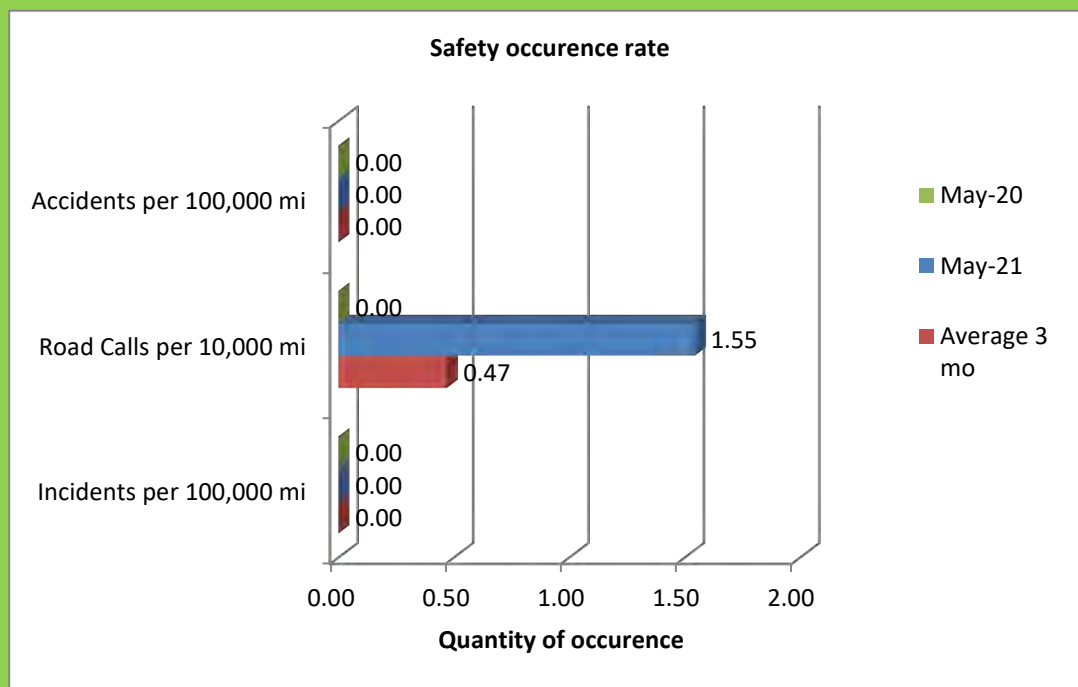


***Revenues reflect budgeted amounts**



Definition: Costs for services are taken in total for the month and then divided by the mileage operated for the month. Costs are also calculated for each department to show the contribution to costs per mile. The budget is established based on historical averages and what is reasonable on a statewide basis for a rural fixed route system.

PERFORMANCE DASHBOARD - SAFETY, MAY 2021



Definition: This is the rate at which these safety related items are happening at a rate that is consistent with industry

Safety	Mar-21	Apr-21	May-21
Incidents	0	0	0
Accidents	0	0	0
Road Calls	1	1	1

Incident is defined as an event that involved a minor collision, injury or altercation that may have caused physical damage or injury (less than \$200) to MRTA property or persons only. No outside parties involved.

Accident is defined as an event that caused damage to one or more MR vehicles or property in excess of \$200 OR damage to vehicles, property or persons unrelated to MRTA in any amount.

Road Call is defined as a vehicle that is taken out of revenue service because of a need for unscheduled maintenance.

**MAINTENANCE DAYS WITHOUT
A LOSS TIME ACCIDENT OR
INJURY: Current**

750

Includes May
Previous record 1996 days

MRTA - Operations Main
Revenue & Expenditures Budget Performance
April 2021

	Apr 21	Budget	% of Budget	Oct '20 - Apr 21	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense							
Income							
41000 · Federal Funding							
41200 · Federal - 5311	191,705.00	160,000.00	119.8%	1,145,626.00	1,157,250.00	99.0%	1,631,385.50
41300 · Federal - CARES	0.00	0.00	0.0%	0.00	0.00	0.0%	549,611.10
41600 · Federal - SRTS	0.00	5,000.00	0.0%	21,392.05	32,169.05	66.5%	59,766.00
41700 · Federal Funding -other programs	9,753.14	10,000.00	97.5%	27,344.58	27,591.44	99.1%	30,000.00
41800 · Federal - RTAP	0.00	0.00	0.0%	5,000.00	5,000.00	100.0%	22,000.00
Total 41000 · Federal Funding	201,458.14	175,000.00	115.1%	1,199,362.63	1,222,010.49	98.1%	2,292,762.60
43000 · Local Funding							
43100 · Local - Ketchum	27,372.92	27,372.92	100.0%	191,610.44	191,610.44	100.0%	328,475.00
43200 · Local - Hailey	3,591.67	3,591.67	100.0%	25,141.69	25,141.69	100.0%	43,100.00
43300 · Local - Bellevue	0.00	0.00	0.0%	3,425.00	3,425.00	100.0%	3,425.00
43400 · Local - Blaine County	6,750.00	6,750.00	100.0%	47,250.00	47,250.00	100.0%	81,000.00
43500 · Local - Sun Valley	15,477.08	15,477.08	100.0%	108,339.56	108,339.56	100.0%	185,725.00
43600 · Local - Sun Valley Company	0.00	0.00	0.0%	110,000.00	110,000.00	100.0%	110,000.00
43700 · Local - Other Business	0.00	0.00	0.0%	12,500.00	12,500.00	100.0%	12,500.00
Total 43000 · Local Funding	53,191.67	53,191.67	100.0%	498,266.69	498,266.69	100.0%	764,225.00
44000 · Fares							
44100 · Fares - Valley Cash	0.00	0.00	0.0%	24.00	24.00	100.0%	24.00
44200 · Fares - Valley Passes	0.00	0.00	0.0%	9,750.00	9,750.00	100.0%	9,750.00
44250 · Fares- Hailey Route- Cash	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
44300 · Fares - Vanpool	11,559.76	11,559.76	100.0%	72,140.16	72,140.16	100.0%	127,140.16
44400 · Fares - ADA	0.00	0.00	0.0%	72.00	72.00	100.0%	72.00
44500 · Fares- Galena Service	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total 44000 · Fares	11,559.76	11,559.76	100.0%	81,986.16	81,986.16	100.0%	136,986.16
45000 · Revenue							
45100 · Rev - Advertising	2,766.00	2,766.00	100.0%	45,210.66	45,210.66	100.0%	72,000.00
45500 · Rev - Charter/Special Event	0.00	0.00	0.0%	200.00	200.00	100.0%	7,650.00
45600 · Rev - Bike Share- Bike Swap	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total 45000 · Revenue	2,766.00	2,766.00	100.0%	45,410.66	45,410.66	100.0%	79,650.00
47000 · Private Donations							
47100 · Priv. Donation - Foundations	111,100.00	111,000.00	100.1%	121,200.00	121,100.00	100.1%	127,100.00
Total 47000 · Private Donations	111,100.00	111,000.00	100.1%	121,200.00	121,100.00	100.1%	127,100.00
48000 · Transfers							
48400 · Transfer - Housing Fund	1,250.00	1,250.00	100.0%	8,750.00	8,750.00	100.0%	15,000.00
Total 48000 · Transfers	1,250.00	1,250.00	100.0%	8,750.00	8,750.00	100.0%	15,000.00
49000 · Interest Income	0.00	200.00	0.0%	1,703.70	2,009.47	84.8%	3,000.00
49800 · Excess Operating Funds	0.00	0.00	0.0%	0.00	0.00	0.0%	1,156,753.00
Total Income	381,325.57	354,967.43	107.4%	1,956,679.84	1,979,533.47	98.8%	4,575,476.76
Gross Profit	381,325.57	354,967.43	107.4%	1,956,679.84	1,979,533.47	98.8%	4,575,476.76
Expense							
51000 · Payroll Expenses							
51100 · Salaries and Wages	202,989.26	210,000.00	96.7%	1,017,425.88	1,024,436.62	99.3%	1,792,426.00
51300 · FICA Expense	12,194.72	12,600.00	96.8%	60,895.48	61,300.76	99.3%	107,380.12
51350 · Medicare Tax Expense	2,851.99	2,940.00	97.0%	14,241.69	14,329.70	99.4%	25,081.55
51400 · Retirement Plan Expenses	0.00	34,000.00	0.0%	29,535.75	63,535.75	46.5%	146,585.00
51500 · Workers Comp Expense	0.00	0.00	0.0%	16,439.00	16,439.00	100.0%	61,365.00
51600 · SUI Expense	952.01	1,470.00	64.8%	4,234.05	4,752.04	89.1%	10,127.97
51700 · Medical Ins. Expense	21,195.11	22,000.00	96.3%	171,703.23	172,508.12	99.5%	305,000.00
51950 · Employee Performance Bonus	0.00	0.00	0.0%	0.00	0.00	0.0%	6,000.00

MRTA - Operations Main
Revenue & Expenditures Budget Performance
April 2021

	Apr 21	Budget	% of Budget	Oct '20 - Apr 21	YTD Budget	% of Budget	Annual Budget
Total 51000 · Payroll Expenses	240,183.09	283,010.00	84.9%	1,314,475.08	1,357,301.99	96.8%	2,453,965.64
52000 · Insurance Expense							
52100 · Ins. - Vehicles	10,894.20	10,894.20	100.0%	76,259.20	76,259.20	100.0%	130,730.00
52150 · Ins- Deductibles/claims	0.00	400.00	0.0%	-1,106.59	-706.59	156.6%	1,293.41
Total 52000 · Insurance Expense	10,894.20	11,294.20	96.5%	75,152.61	75,552.61	99.5%	132,023.41
53000 · Professional Fees							
53100 · Accounting & Audit	0.00	0.00	0.0%	9,000.00	9,000.00	100.0%	9,000.00
53200 · IT Systems	1,317.50	400.00	329.4%	2,131.30	1,213.80	175.6%	3,413.80
53400 · Legal Fees	40.00	500.00	8.0%	3,240.00	3,700.00	87.6%	6,200.00
53475 · Medical	474.00	500.00	94.8%	3,320.00	3,346.00	99.2%	5,846.00
53500 · Other Professional Fees	645.75	500.00	129.2%	1,616.25	1,470.50	109.9%	8,470.50
Total 53000 · Professional Fees	2,477.25	1,900.00	130.4%	19,307.55	18,730.30	103.1%	32,930.30
54000 · Equipment/ Tool Expense							
54100 · Shop Equipment/ Tools	8.06	515.00	1.6%	959.93	1,466.87	65.4%	4,041.87
54300 · Office Equipment	2,008.17	2,500.00	80.3%	2,246.56	2,738.39	82.0%	3,988.39
Total 54000 · Equipment/ Tool Expense	2,016.23	3,015.00	66.9%	3,206.49	4,205.26	76.2%	8,030.26
55000 · Rent and Utilities							
55200 · Utilities	1,917.26	2,500.00	76.7%	16,266.90	16,849.64	96.5%	24,249.64
Total 55000 · Rent and Utilities	1,917.26	2,500.00	76.7%	16,266.90	16,849.64	96.5%	24,249.64
56000 · Supplies							
56200 · Janitorial & Safety Supplies	883.07	1,600.00	55.2%	10,375.56	11,092.49	93.5%	19,092.49
56300 · Department & Office Supplies	401.37	397.87	100.9%	1,809.74	1,806.24	100.2%	3,806.24
56400 · Uniforms	211.39	350.00	60.4%	8,592.47	8,731.08	98.4%	12,000.00
56500 · Postage and Delivery	166.00	166.00	100.0%	568.17	568.17	100.0%	1,000.00
Total 56000 · Supplies	1,661.83	2,513.87	66.1%	21,345.94	22,197.98	96.2%	35,898.73
57000 · Repairs and Maintenance							
57100 · Equipment Repairs/Maintenance	499.20	550.00	90.8%	551.78	602.58	91.6%	3,552.58
57200 · Building Repairs/Maintenance	1,080.67	1,000.00	108.1%	9,492.25	9,264.58	102.5%	14,264.58
57250 · Bus Stop Repairs/Maint	0.00	775.00	0.0%	4,491.00	5,266.00	85.3%	9,141.00
57300 · Grounds Repairs/Maintenance	0.00	550.00	0.0%	3,415.25	3,965.25	86.1%	7,115.25
57500 · Janitorial Services	744.00	400.00	186.0%	2,976.00	2,632.00	113.1%	4,632.00
Total 57000 · Repairs and Maintenance	2,323.87	3,275.00	71.0%	20,926.28	21,730.41	96.3%	38,705.41
58000 · Communications Expense							
58100 · Office Phone Expense	328.74	380.00	86.5%	2,022.51	2,073.77	97.5%	4,013.77
58200 · Cell & Two-Way Mobile	790.14	7,511.71	10.5%	11,168.38	11,650.30	95.9%	16,800.30
58300 · Internet/Website	614.10	410.00	149.8%	2,042.15	1,838.05	111.1%	3,807.05
58400 · On-Board Vehicle Computers	1,609.71	1,609.71	100.0%	12,877.62	12,877.62	100.0%	19,316.46
Total 58000 · Communications Expense	3,342.69	9,911.42	33.7%	28,110.66	28,439.74	98.8%	43,937.58
59000 · Travel and Training							
59100 · Vehicle/Airfare	69.24	46.16	150.0%	346.20	323.12	107.1%	2,340.00
59200 · Lodging	0.00	0.00	0.0%	540.00	540.00	100.0%	1,540.00
59300 · Food/Meals/Entertainment	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
59400 · Training/Education	1,799.00	0.00	100.0%	3,809.00	2,010.00	189.5%	28,010.00
59500 · Safety Curriculum	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total 59000 · Travel and Training	1,868.24	46.16	4,047.3%	4,695.20	2,873.12	163.4%	31,890.00
60000 · Business Expenses							
60100 · Vehicle Registration Fees	0.00	0.00	0.0%	92.00	92.00	100.0%	442.00
60400 · Membership,Dues & Subscriptions	3,158.70	3,500.00	90.2%	4,850.01	5,191.31	93.4%	10,091.31
60500 · Bank Fees	0.28	40.00	0.7%	-0.45	39.48	-1.1%	239.48
Total 60000 · Business Expenses	3,158.98	3,540.00	89.2%	4,941.56	5,322.79	92.8%	10,772.79
61000 · Advertising							

MRTA - Operations Main
Revenue & Expenditures Budget Performance
April 2021

	Apr 21	Budget	% of Budget	Oct '20 - Apr 21	YTD Budget	% of Budget	Annual Budget
61100 · Print Advertising	3,163.63	1,190.00	265.9%	9,247.66	7,012.73	131.9%	14,172.73
61200 · Radio Advertising	500.00	230.00	217.4%	500.00	230.00	217.4%	1,520.00
61300 · Online Advertising	370.00	400.00	92.5%	1,251.09	1,501.09	83.3%	3,601.09
61400 · Vehicle Graphics	0.00	580.00	0.0%	0.00	580.00	0.0%	3,520.00
Total 61000 · Advertising	4,033.63	2,400.00	168.1%	10,998.75	9,323.82	118.0%	22,813.82
62000 · Marketing and Promotion							
62100 · Info. Displays-Stop Signage	3.78	500.00	0.8%	1,078.50	1,574.72	68.5%	4,076.72
62200 · Graphic Design	387.00	580.00	66.7%	1,642.50	1,835.50	89.5%	4,775.50
62300 · Promotional Items	2,671.39	333.00	802.2%	16,268.99	13,632.04	119.3%	26,635.04
62400 · Customer Events and Misc.	0.00	80.00	0.0%	0.00	80.00	0.0%	520.00
62500 · Staff Appreciation/ Events	13.79	0.00	100.0%	6,847.55	6,833.76	100.2%	7,833.76
Total 62000 · Marketing and Promotion	3,075.96	1,493.00	206.0%	25,837.54	23,956.02	107.9%	43,841.02
63000 · Printing and Reproduction							
63100 · Copies, Passes & Flyers	702.28	250.00	280.9%	2,053.30	1,601.02	128.2%	2,851.02
63200 · Schedules, Maps & Brochures	0.00	300.00	0.0%	5,654.09	5,954.09	95.0%	10,704.09
Total 63000 · Printing and Reproduction	702.28	550.00	127.7%	7,707.39	7,555.11	102.0%	13,555.11
64000 · Fuel Expense	22,116.15	27,500.00	80.4%	157,273.15	162,657.00	96.7%	328,760.20
65000 · Vehicle Maintenance							
65100 · Parts Expense							
65150 · Vehicle Maintenance- freight	124.93	200.00	62.5%	1,246.85	1,321.92	94.3%	2,421.92
65100 · Parts Expense - Other	3,429.33	10,800.00	31.8%	50,163.56	57,444.81	87.3%	112,644.81
Total 65100 · Parts Expense	3,554.26	11,000.00	32.3%	51,410.41	58,766.73	87.5%	115,066.73
65200 · Fluids Expense	1,970.85	1,700.00	115.9%	13,205.87	12,935.02	102.1%	22,535.02
65300 · Tires Expense	1,892.51	10,000.00	18.9%	15,590.39	23,697.88	65.8%	33,897.88
65400 · Purchased Services	1,064.95	800.00	133.1%	2,310.95	2,046.00	112.9%	11,446.00
65500 · Vehicle Computer/Diagnostic	0.00	330.00	0.0%	1,209.27	1,539.27	78.6%	3,229.27
65600 · Vehicle Glass/Windshield Repai	854.86	450.00	190.0%	1,970.94	1,566.08	125.9%	7,466.08
65700 · Shop Supplies	59.29	330.00	18.0%	1,748.16	2,018.87	86.6%	3,708.87
Total 65000 · Vehicle Maintenance	9,396.72	24,610.00	38.2%	87,445.99	102,569.85	85.3%	197,349.85
69500 · Contribution to Fund Balance	10,000.00	0.00	100.0%	823,633.00	813,633.00	101.2%	1,156,753.00
Total Expense	319,168.38	377,558.65	84.5%	2,621,324.09	2,672,898.64	98.1%	4,575,476.76
Net Ordinary Income	62,157.19	-22,591.22	-275.1%	-664,644.25	-693,365.17	95.9%	0.00
Net Income	62,157.19	-22,591.22	-275.1%	-664,644.25	-693,365.17	95.9%	0.00

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Accrual Basis

MRTA - Operations Main Checks Issued

As of April 30, 2021

Type	Date	Num	Name	Memo	Amount	Balance	
11100 - Mountain West Checking						283,793.71	
Paycheck	04/01/2021	DD	Aguilar, Hortencia	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Baker, Pamela	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Buell, Joshua	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Canfield, James	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Cerron Calderon, Franz	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Cosio-Tamayo, Jeronimo	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Escarcega, Andres Fernando	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Garcia-Izarraras, Gerardo	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Glasscock, David T	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Gray, Stuart	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Hoechtl, Gerhard	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Humbach, Eric	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Jensen, Megan	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Juarez, Felimon	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Kelbert, Ashley	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Kelly, David W	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Knudson, Michael W	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Leon, Teofilo O	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	MacPherson, Kim	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Mays, Curtis	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Morgus, Wallace	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Nestor, Robert A	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Obland, Bryan	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Osborn, Cecelia	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Parker, Michael J	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Pyle, David C	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Romanchuk, Ryan	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Romero-Campos, Raul	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Russell, Tiffany	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Santos-Velazquez, Huriel	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Schultz, Margaret	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Sproule, William	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Tellez, Carlos	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Uberuaga, Richard S	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Van Law, Tucker G	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Varner, Benjamin N	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Victorino, Jose L	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Wahlgren, Allan	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Walsh, Murray S.	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Ward, Douglas B	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	West, Christopher	Direct Deposit	0.00	283,793.71	
Paycheck	04/01/2021	DD	Woodworth, Scott	Direct Deposit	0.00	283,793.71	
Liability Check	04/01/2021	10245	Blaine County Collectors	20716	-75.00	283,718.71	
Liability Check	04/01/2021	10246	Idaho Child Support Receipting	326231	-200.76	283,517.95	
Bill Pmt -Check	04/05/2021	ACH	Intermtn Gas Co #826 580 3000 0	#826 580 3000 0	-576.00	282,941.95	
Check	04/05/2021	10249	Ill-A Trust	Billing Period 04/01/2021 - 04/30/2021	Health ins	-27,799.00	255,142.95
Bill Pmt -Check	04/05/2021	10250	Allstar Property Services, Inc.		-372.00	254,770.95	
Bill Pmt -Check	04/05/2021	10251	AmeriBen Solutions/IEC Group		-3,000.00	251,770.95	
Bill Pmt -Check	04/05/2021	10252	Aramark	HR Membership	-404.72	251,366.23	
Bill Pmt -Check	04/05/2021	10253	Business As Usual		-793.32	250,572.91	
Bill Pmt -Check	04/05/2021	10254	City of Bellevue'	RIDES1- 121 Clover St	-119.56	250,453.35	
Bill Pmt -Check	04/05/2021	10255	City of Ketchum		-375.05	250,078.30	
Bill Pmt -Check	04/05/2021	10256	Clear Creek Disposal	1327	-98.08	249,980.22	
Bill Pmt -Check	04/05/2021	10257	Clear Mind Graphics, Inc		-702.00	249,278.22	
Bill Pmt -Check	04/05/2021	10258	Dark to Light Productions, LLC		-4,250.00	245,028.22	
Bill Pmt -Check	04/05/2021	10259	Gem State Welders Supply Inc	MOUNTB 0	-8.06	245,020.16	
Bill Pmt -Check	04/05/2021	10260	Gillig, LLC	36869601	-688.50	244,331.66	
Bill Pmt -Check	04/05/2021	10261	Greyhound Design		-95.00	244,236.66	
Bill Pmt -Check	04/05/2021	10262	Napa Auto Parts	3752	-800.59	243,436.07	
Bill Pmt -Check	04/05/2021	10263	RouteMatch Software, Inc		-1,609.71	241,826.36	
Bill Pmt -Check	04/05/2021	10264	The Aftermarket Parts Company, ...		-73.75	241,752.61	
Bill Pmt -Check	04/05/2021	10265	United Oil	38068	-16,435.26	225,317.35	
Bill Pmt -Check	04/05/2021	10266	White Cloud		-336.00	224,981.35	
Deposit	04/05/2021			Deposit	85,000.00	309,981.35	
Liability Check	04/07/2021		QuickBooks Payroll Service	Created by Payroll Service on 04/06/2021	-2,187.50	307,793.85	
Paycheck	04/08/2021	DD	Gray, Stuart	Direct Deposit	0.00	307,793.85	
Liability Check	04/08/2021	E-pay	United States Treasury	82-0382250 QB Tracking # 1933960450	-886.00	306,907.85	
Liability Check	04/08/2021	ACH	Idaho State Tax Commission	000186434	-4,952.00	301,955.85	
Liability Check	04/08/2021	ACH	Idaho Department of Labor	0001211374	-2,057.95	299,897.90	
Liability Check	04/12/2021	E-pay	United States Treasury	82-0382250 QB Tracking # 656141958	-15,831.02	284,066.88	
Bill Pmt -Check	04/12/2021	ACH	Verizon Wireless	942013229	-59.49	284,007.39	
Bill Pmt -Check	04/12/2021	10269	AC Houston Lumber Company	16203-1	-37.57	283,969.82	
Bill Pmt -Check	04/12/2021	10270	Chateau Drug & True Value Hard...	111	-39.90	283,929.92	
Bill Pmt -Check	04/12/2021	10271	Cintas		-355.64	283,574.28	
Bill Pmt -Check	04/12/2021	10272	Express Publishing Inc.		-587.80	282,986.48	
Bill Pmt -Check	04/12/2021	10273	GEM State Paper & Supply Co.	105020	-93.75	282,892.73	
Bill Pmt -Check	04/12/2021	10274	Gillig, LLC	36869601	-289.74	282,602.99	
Bill Pmt -Check	04/12/2021	10275	Gravis Law, PLLC		-40.00	282,562.99	
Bill Pmt -Check	04/12/2021	10276	Integrated Technologies		-71.09	282,491.90	
Bill Pmt -Check	04/12/2021	10277	Jackson Group Peterbilt	3551	-4.47	282,487.43	
Bill Pmt -Check	04/12/2021	10278	L.L. Green's Hardware	422	-8.99	282,478.44	
Bill Pmt -Check	04/12/2021	10279	Les Schwab	117-00888	-978.87	281,499.57	
Bill Pmt -Check	04/12/2021	10280	Schaeffer Mfg Co	1140316	-1,218.51	280,281.06	
Bill Pmt -Check	04/12/2021	10281	Silver Creek Ford		-428.44	279,852.62	
Bill Pmt -Check	04/12/2021	10282	The Sherwin-Williams Co		-20.29	279,832.33	
Bill Pmt -Check	04/12/2021	10283	UPS Store - 2444 (Ketchum)		-11.59	279,820.74	
Bill Pmt -Check	04/12/2021	10284	Wells Fargo	4856200370127790	See Wells Fargo Statement	-3,172.77	276,647.97
Deposit	04/12/2021			Deposit	2,250.00	278,897.97	
Bill Pmt -Check	04/13/2021	10285	Christopher West (Vendor)		-90.00	278,807.97	
Bill Pmt -Check	04/13/2021	10286	Curtis Mays (Vendor)		-61.00	278,746.97	
Bill Pmt -Check	04/13/2021	10287	Joshua Buell (Vendor)		-95.00	278,651.97	
Bill Pmt -Check	04/13/2021	10288	Megan Jensen (Vendor)		-90.00	278,561.97	

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Accrual Basis

MRTA - Operations Main Checks Issued

As of April 30, 2021

Type	Date	Num	Name	Memo	Amount	Balance
Deposit	04/13/2021			Deposit	219.72	278,781.69
Liability Check	04/14/2021		QuickBooks Payroll Service	Created by Payroll Service on 04/12/2021	-52,200.51	226,581.18
Paycheck	04/15/2021	DD	Aguilar, Hortencia	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Baker, Pamela	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Buell, Joshua	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Canfield, James	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Cerron Calderon, Franz	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Cosio-Tamayo, Jeronimo	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Escarcega, Andres Fernando	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Garcia-Izarraras, Gerardo	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Glasscock, David T	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Hoehtl, Gerhard	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Humback, Eric	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Jensen, Megan	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Juarez, Felimon	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Kelbert, Ashley	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Kelly, David W	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Knudson, Michael W	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Leon, Teofilo O	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	MacPherson, Kim	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Mays, Curtis	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Morgus, Wallace	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Nestor, Robert A	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Obland, Bryan	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Osborn, Cecelia	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Pyle, David C	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Romanchuk, Ryan	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Romero-Campos, Raul	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Russell, Tiffany	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Santos-Velazquez, Huriel	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Schultz, Margaret	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Sproule, William	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Tellez, Carlos	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Uberuaga, Richard S	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Van Law, Tucker G	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Varner, Benjamin N	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Victorino, Jose L	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Wahlgren, Allan	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Walsh, Murray S.	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Ward, Douglas B	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	West, Christopher	Direct Deposit	0.00	226,581.18
Paycheck	04/15/2021	DD	Woodworth, Scott	Direct Deposit	0.00	226,581.18
Liability Check	04/15/2021	10267	Blaine County Collectors	20716	-75.00	226,506.18
Liability Check	04/15/2021	10268	Idaho Child Support Receipting	326231	-200.76	226,305.42
Deposit	04/15/2021			Deposit	29,636.00	255,941.42
Bill Pmt -Check	04/19/2021	ACH	Idaho Power Acc#2204788885	Acct #2204788885	-263.52	255,677.90
Bill Pmt -Check	04/19/2021	10289	Automotive Service Equipment, Inc.		-499.20	255,178.70
Bill Pmt -Check	04/19/2021	10290	Cecelia Osborn (Vendor)		-1,262.28	253,916.42
Bill Pmt -Check	04/19/2021	10291	Fire Services of Idaho, Inc		-255.01	253,661.41
Bill Pmt -Check	04/19/2021	10292	Gillig, LLC	36869601	-1,096.85	252,564.56
Bill Pmt -Check	04/19/2021	10293	Glick & Fray		-629.10	251,935.46
Bill Pmt -Check	04/19/2021	10294	Jane's Artifacts		-18.50	251,916.96
Bill Pmt -Check	04/19/2021	10295	Ketchum Computers, Inc.		-387.50	251,529.46
Bill Pmt -Check	04/19/2021	10296	Lee Family Broadcasting Inc.		-500.00	251,029.46
Bill Pmt -Check	04/19/2021	10297	Les Schwab	117-00888	-415.96	250,613.50
Bill Pmt -Check	04/19/2021	10298	Names and Numbers	Acct #029498	-983.63	249,629.87
Bill Pmt -Check	04/19/2021	10299	Platt		-167.82	249,462.05
Bill Pmt -Check	04/19/2021	10300	Rush Truck Centers	R567941	-146.20	249,315.85
Bill Pmt -Check	04/19/2021	10301	Silver Creek Ford		-313.60	249,002.25
Bill Pmt -Check	04/19/2021	10302	The Toy Store		-989.90	248,012.35
Bill Pmt -Check	04/19/2021	10303	United Oil	38068	-12,313.73	235,698.62
Bill Pmt -Check	04/19/2021	10304	Cummins Rocky Mountain LLC		-2,160.67	233,537.95
Deposit	04/21/2021			Deposit	19,222.73	252,760.68
Deposit	04/23/2021			Deposit	68,383.34	321,144.02
Bill Pmt -Check	04/26/2021	ACH	CenturyLink	208-726-1690 623B	-48.16	321,095.86
Bill Pmt -Check	04/26/2021	ACH	Cox Communications	Acct #0012401205184001	-261.80	320,834.06
Bill Pmt -Check	04/26/2021	ACH	Idaho Power Acct#2221850114		-293.90	320,540.16
Bill Pmt -Check	04/26/2021	10305	GEM State Paper & Supply Co.	105020	-51.07	320,489.09
Bill Pmt -Check	04/26/2021	10306	Idaho Lumber & ACE Hardware		-298.46	320,190.63
Bill Pmt -Check	04/26/2021	10307	Integrated Technologies		-71.56	320,119.07
Bill Pmt -Check	04/26/2021	10308	L.L. Green's Hardware	422	-15.87	320,103.20
Bill Pmt -Check	04/26/2021	10309	Les Schwab	117-00888	-827.68	319,275.52
Bill Pmt -Check	04/26/2021	10310	The Aftermarket Parts Company, ...		-578.12	318,697.40
Bill Pmt -Check	04/26/2021	10311	The Sherwin-Williams Co		-19.55	318,677.85
Bill Pmt -Check	04/26/2021	10312	Thornton Heating & Sheet Metal I..		-165.00	318,512.85
Bill Pmt -Check	04/26/2021	10313	Verizon Connect Nwf, Inc.		-6,239.65	312,273.20
Liability Check	04/26/2021	E-pay	United States Treasury	82-0382250 QB Tracking # -1274867846	-14,152.50	298,120.70
Liability Check	04/27/2021	ACH	Aflac	DQR88	-295.02	297,825.68
Liability Check	04/28/2021		QuickBooks Payroll Service	Created by Payroll Service on 04/26/2021	-45,671.83	252,153.85
Paycheck	04/29/2021	DD	Aguilar, Hortencia	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Baker, Pamela	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Buell, Joshua	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Canfield, James	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Cosio-Tamayo, Jeronimo	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Escarcega, Andres Fernando	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Garcia-Izarraras, Gerardo	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Glasscock, David T	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Hoehtl, Gerhard	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Humback, Eric	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Jensen, Megan	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Juarez, Felimon	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Kelbert, Ashley	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Kelly, David W	Direct Deposit	0.00	252,153.85

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Accrual Basis

MRTA - Operations Main Checks Issued

As of April 30, 2021

Type	Date	Num	Name	Memo	Amount	Balance
Paycheck	04/29/2021	DD	Knudson, Michael W	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Leon, Teofilo O	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	MacPherson, Kim	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Mays, Curtis	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Morgus, Wallace	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Nestor, Robert A	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Obland, Bryan	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Osborn, Cecelia	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Parker, Michael J	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Pyle, David C	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Romanchuk, Ryan	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Romero-Campos, Raul	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Russell, Tiffany	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Santos-Velazquez, Huriel	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Schultz, Margaret	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Sproule, William	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Tellez, Carlos	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Uberuaga, Richard S	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Van Law, Tucker G	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Varner, Benjamin N	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Victorino, Jose L	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Wahlgren, Allan	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Walsh, Murray S.	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Ward, Douglas B	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	West, Christopher	Direct Deposit	0.00	252,153.85
Paycheck	04/29/2021	DD	Woodworth, Scott	Direct Deposit	0.00	252,153.85
Liability Check	04/29/2021	10314	Blaine County Collectors	20716	-75.00	252,078.85
Liability Check	04/29/2021	10315	Idaho Child Support Receipting	326231	-200.76	251,878.09
Deposit	04/29/2021			Deposit	100.00	251,978.09
Liability Check	04/30/2021	Transfer	III-A Trust		0.00	251,978.09
Total 11100 - Mountain West Checking					-31,815.62	251,978.09
TOTAL					-31,815.62	251,978.09

Rate Information

Your rate may vary according to the terms of your agreement.

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	14.240%	.03901%	\$5,186.62	\$62.48	\$0.00	\$62.48
CASH ADVANCES	23.990%	.06572%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$62.48	\$0.00	\$62.48

Important Information

THE ENCLOSED CUSTOMER AGREEMENT HAS IMPORTANT CHANGES TO SOME OF THE TERMS AND CONDITIONS ASSOCIATED WITH YOUR ACCOUNT. PLEASE KEEP THIS AGREEMENT FOR YOUR RECORDS AS IT REPLACES ALL VERSIONS THAT WERE PREVIOUSLY SENT. THANK YOU FOR CHOOSING WELLS FARGO.

Summary of Sub Account Usage

Name	Sub Account Number Ending In	Monthly Spending Cap	Spend This Period
KIMBERLY MACPHERSON	5013	7,500	\$3,172.77

Transaction Details

The transactions detailed on this Consolidated Billing Control Account Statement contain transactions made directly to this Control Account plus all transactions made on Sub Accounts. If there were no transactions made by a Sub Account that Sub Account will not appear.

Trans	Post	Reference Number	Description	Credits	Charges
03/27			** LATE CHARGE		
		PERIODIC *FINANCE CHARGE*	PURCHASES \$62.48 CASH ADVANCE \$0.00	Bank waived fees	39.00 62.48
03/29	03/29	74856202T0A89FKS4	Branch Payment - Check		
			TOTAL 4856200370127790 \$3,605.33	3,605.33	

Transaction Summary For KIMBERLY MACPHERSON
 Sub Account Number Ending In 5013

03/03	03/03	24592161Y2XG6ZBQT	6X8, INC.	888-898-8733 CA	58100/800/10 Phone	280.58 X
03/10	03/10	2443099252DA2EDN8	DMI* DELL SM BUS	800-456-3355 TX	Cell Computer	1,989.67 X
03/13	03/13	244309928BM96ZMM7	MSFT* E0200DR9GB	800-642-7676 WA	Labels	57.75 X
03/17	03/17	24492152QMLDDHQF	AVERY PRODUCTS CORPORATION	0714-674-8117 CA		23.03 X
03/18	03/18	24943002DLGR0KQG5	ADOBE ACROBAT STD	408-536-6000 CA		14.99 X
03/21	03/21	24943002GLQRAOXRR	ADOBE ACROPRO SUBS	800-443-8158 CA	60400/800/10 Adobe reader	50.97 X
03/21	03/21	24943002GLQRA9R1E	ADOBE CREATIVE CLOUD	800-443-8158 CA		34.99 X
03/22	03/22	24137462J017WWZPQ	USPS PO 1547750340 KETCHUM ID			110.00 X
03/22	03/22	24430992H2DKLXSEQ	DMI* DELL SM BUS	800-456-3355 TX	Web Cams	79.29 X
03/23	03/23	24137462K0180J1X6	USPS PO 1539500470 HAILEY ID		schedule holder	56.00 X
03/25	03/25	24137462M2XBXJQFL	OFFICEMAX/DEPOT 6420 TWIN FALLS ID		Paper	38.05 X
03/25	03/25	24692162L2XA9HZL2	GOTPRINT.COM	818-252-3000 CA		128.75 X
03/25	03/25	24692162L2XA9J6E8	GOTPRINT.COM	818-252-3000 CA		128.75 X
03/26	03/26	24692162N2XRB60QP	EAUTOREPAIR.NET	888-724-6742 CA		29.95 X
04/01	04/01	24692162V2XYYY759	YELPING*855 380 9357	855-380-9357 CA	61300/151/40 20	150.00
			TOTAL	\$3,172.77		



Planning & Marketing Committee

Regular Monthly Meeting

Wednesday, June 2, 2021, 11:00am

By conference call

MINUTES

In attendance: Melody Mattson, Ben Varner, Wally Morgus, Tucker Van Law, Jamie Canfield and Kim MacPherson

- 1) Call to Order
- 2) Comments from the Chair and Members
 - a. There were none.
- 3) Review: FY22 service plan
 - a. Wally Morgus gave a review of the FY22 service plan.
- 4) Review: FY22 Funding Requests – Joint Powers +
 - a. Wally Morgus gave a review of the funding requests with the joint powers.
- 5) Review: Revised Drug & Alcohol Policy
 - a. Ben Varner gave an update stating that the changes in the Drug & Alcohol policy relate to changes in MRTA employees added and the board authorizing the Executive Director to edit the employees as they change. Staff will bring this to the board meeting on the consent agenda.
- 6) Discuss: Other items that may come before the Committee
 - a. There were none.
- 7) Adjourn



Finance & Performance Committee

Regular Monthly Meeting

Wednesday, June 2, 2021, 12:30pm

Minutes

Present: Kathleen Kristenson, Rick Webking, Tom Blanchard, Neil Bradshaw, Wally Morgus, Kim MacPherson, Ben Varner, and Tucker Van Law

- 1) Call to Order
- 2) Comments from the Chair and Member
- 3) Review: April 2021 Operating Financial Statements and Bills Paid.
 - a) The group went over the financials and bills paid with Tucker Van Law to answer questions. Rick Webking made a motion to add this to the consent agenda to be received and filed by the board and Tom Blanchard seconded. All members approved.
- 4) Review: FY22 Service Plan
 - a) Wally Morgus presented the FY22 Service Plan.
- 5) Review: FY22 Funding Requests – Joint Powers +
 - a) Wally Morgus presented the FY22 Funding Requests.
- 6) Review: Revised Drug & Alcohol Policy
 - a) Ben Varner presented the revised Drug and Alcohol Policy. The only changes from the prior Drug and Alcohol Policy are updated job position titles and giving the Executive Director authority to update job titles within the policy. Tom made a motion to add this to the consent agenda to be received and filed by the board and Neil Bradshaw seconded. All members approved.
- 7) Discuss: Other items that may come before the Committee
 - a) There were none.
- 8) Adjourn

Mountain Rides Staff Report

Date:

6/19/21

Staff Member:

Kim MacPherson

Department:

Community Mobility

Department Highlights
from
the Previous Month:

The summer bus schedule is printed and we are starting to get them out. The Twin Falls route has been running now for just over 2 months.

Progress
on projects/initiatives:

Safety meetings are happening this week in Operations.

With the Twin Falls route, we learn new areas to travel all the time. We are considering add more doctors offices to the routing in Twin Falls. Our drivers are in the process now of testing these routes.

I will have a table at the Shoshone art fair in early July to let potenial riders know about the Twin Falls route.

Challenges/
Opportunities:

Mountain Rides Staff Report

Date: 06/16/2021

Staff Member: Tucker Van Law

Department: Finance and Administration

Department Highlights from the Previous Month:

Payroll and Maintenance costs, two of our largest expenses, continue to be under budget.

Progress on projects/initiatives:

First draft of the FY2021 budget will be presented to the Finance and Performance Committee in July.

Challenges/ Opportunities:

Mountain Rides Staff Report

<u>Date:</u>	<div>06/16/2021</div>
<u>Staff Member:</u>	<div>Ben Varner</div>
<u>Department:</u>	<div>Assets and Infrastructure</div>
<u>Department Highlights from the Previous Month:</u>	<div><p>EBus infrastructure construction is nearing completion in the Ketchum Facility. Bellevue is complete.</p><p>The First of four electric buses arrived Monday, June 14.</p></div>
<u>Progress on projects/initiatives:</u>	<div><p>Most of the rest of the summer will be spent receiving, testing, training, and learning the systems involved with the new Ebuses. Staff hopes to have a pilot bus in revenue service the final week in July, with buses fully in service around Labor Day.</p></div>
<u>Challenges/ Opportunities:</u>	<div></div>

Mountain Rides Staff Report

Date: 06/16/2021

Staff Member: Jamie Canfield

Department: Operations

Department Highlights from the Previous Month:

Slack is finishing up, and we're back into the swing of things on the 21st with extended schedule on the Blue Route. I'm getting optimistic that things are picking up for the NEMT Route; it seems to be showing signs of life.

Progress on projects/initiatives:

The first electric bus arrived over the weekend, which was discussed in our safety meeting we had today and having tomorrow. We are discussing safety issues, scheduling for the summer and plans for the next few months. It's the first chance for drivers to discuss in person what's been going on since the start of the pandemic, and the first day was a positive experience, and helpful for all who attended.

Challenges/ Opportunities:

Scheduling is still an issue. PTO use is being trimmed down, and by July we are back into full-swing running on all cylinders.

Mountain Rides Staff Report

Date: 06/16/2021

Staff Member: Cece Osborn

Department: Mobility & Safe Routes

Department Highlights from the Previous Month:

Wrapped up 9 consecutive months of the Bellevue Bike Club afterschool program! Some kids biked every Wednesday through fall, winter, and spring.

Progress on projects/initiatives:

Safe Routes: Preparing for summer programs with the Bloom Truck, YMCA, and ERC. Work involves organizing and preparing supplies; installing traffic gardens; community engagement; recruiting volunteers; and managing interns.

Twin Falls route: Completed last month of the NADTC grant period! Wrapping up reporting and preparing for final presentation to the FTA and conference with the National Association of Area Agencies on Aging (also known as 'n4a').

Challenges/ Opportunities:

I need to scale back my responsibilities with the Twin Falls route due to a lack of time and a full Safe Routes summer workload.

Additional adult support with Safe Routes would allow me to continue spending time on the Twin Falls route and other non-Safe Routes mobility projects. Importantly, it would make the Safe Routes program more robust, reliable, and safe for families and our community partners.

Mountain Rides Staff Report

Date: June 16, 2021

Staff Member: Wally Morgus, Executive Director

Department: Executive Director / Administration

Department Highlights from the Previous Month:

- 1) Presented FY22 Funding Request (\$390,000) to Sun Valley Mayor & Council, June 4, 2021.
- 2) Previewed FY22 Funding Request (\$90,000) with City of Hailey (Mayor, City Admin., City Treasurer), June 3, 2021.
- 3) Received go-ahead, via executed Funding Agreement, from ITD-PT for spending CARES Tech Grant award, June 9, 2021.
- 4) Initiated preliminary discussions with Ron Duran, ITD-PT Manager, re: MRTA's opportunities for receiving funding and providing additional service outside the Wood River Valley (Highway 75...to Twin Falls...).

Progress on projects/initiatives:

NEMT pilot, as underwritten by grant funding from NADTC, between Wood River Valley and Twin Falls, began Apr 5, 2021, and is ongoing weekly on Mondays, Wednesdays, and Fridays. Early ridership numbers are good in the context of the NEMT service's being a brand-new, piloted route/service.

Notice from New Flyer that first BEB will arrive in Ketchum week of June 14, 2021 -- two weeks ahead of revised schedule.

Ongoing discussions with Ron Duran, ITD-PT Manager, re: taking advantage of funding opportunities born of Federal jobs, infrastructure, and pandemic-relief legislation.

Discussions with community funding partners (non-JPA partners) re: reinstating pre-pandemic levels of funding.

First draft of FY22 Service Plan completed and reviewed by committees.

Challenges/ Opportunities:

Fleet electrification.

Technology upgrades (CAD/AVL/ITS).

Sustainable, consistent long-term funding.

Mobility options for underserved neighborhoods (in the cities and county).

FY22 funding requests from Joint Powers (Spring/Summer 2021).

Re-establishing pre-pandemic funding levels from non-JPA community funding partners.

Funding for design and construction of expanded/upgraded Bellevue facility.

Long-term capital investment plan, including underwriting thereof.

Mountain Rides
Ridership by Route
May 31, 2021

FYTD @ May 31

	FYTD @ May 31			
Route	FY20	FY21	Y-o-Y +/-	% Prior
Blue	120,102	73,498	- 46,604	61.2%
Valley	99,219	105,256	+ 6,037	106.1%
Hailey	20,669	16,326	- 4,343	79.0%
Red	9,386	8,431	- 955	89.8%
Bronze	10,476	10,423	- 53	99.5%
Silver	41,938	22,100	- 19,838	52.7%
Gold	34,378	18,374	- 16,004	53.4%
Magic Valley	-	87	+ 87	0.0%
Galena	993	968	- 25	97.5%
Total	337,161	255,463	- 81,698	75.8%

	October		November		December		FY Q1	
Route	FY20	FY21	FY20	FY21	FY20	FY21	FY20	FY21
Blue	8,000	4,797	7,860	4,454	24,495	11,910	40,355	21,161
Valley	17,444	13,964	14,797	10,869	14,933	12,158	47,174	36,991
Hailey	3,634	2,370	3,073	1,610	3,363	1,598	10,070	5,578
Red	-	-	180	183	1,945	1,612	2,125	1,795
Bronze	-	-	-	-	1,991	1,454	1,991	1,454
Silver	-	-	979	703	10,362	4,330	11,341	5,033
Gold	-	-	-	-	6,296	2,889	6,296	2,889
Magic Valley	-	-	-	-	-	-	-	-
Galena	-	-	3	20	201	228	204	248
Total	29,078	21,131	26,892	17,839	63,586	36,179	119,556	75,149
Year-over-Year		72.7%		66.3%		56.9%		62.9%

	January		February		March		FY Q2	
Route	FY20	FY21	FY20	FY21	FY20	FY21	FY20	FY21
Blue	29,609	13,584	29,097	14,357	16,037	13,981	74,743	41,922
Valley	16,773	12,114	16,519	12,311	10,040	14,008	43,332	38,433
Hailey	3,967	1,707	3,755	1,902	2,191	2,211	9,913	5,820
Red	2,959	1,843	3,034	2,411	1,268	2,078	7,261	6,332
Bronze	3,284	2,426	3,570	2,830	1,631	2,906	8,485	8,162
Silver	11,239	4,939	12,602	5,290	6,756	5,627	30,597	15,856
Gold	9,975	5,264	12,021	5,342	6,086	4,879	28,082	15,485
Magic Valley	-	-	-	-	-	-	-	-
Galena	390	413	369	307	30	-	789	720
Total	78,196	42,290	80,967	44,750	44,039	45,690	203,202	132,730
Year-over-Year		54.1%		55.3%		103.7%		65.3%

	April		May		June		FY Q3	
Route	FY20	FY21	FY20	FY21	FY20	FY21	FY20	FY21
Blue	2,073	6,423	2,931	3,992	-	-	5,004	10,415
Valley	2,913	14,757	5,800	15,075	-	-	8,713	29,832
Hailey	228	2,454	458	2,474	-	-	686	4,928
Red	-	304	-	-	-	-	-	304
Bronze	-	807	-	-	-	-	-	807
Silver	-	1,211	-	-	-	-	-	1,211
Gold	-	-	-	-	-	-	-	-
Magic Valley	-	50	-	37	-	-	-	87
Galena	-	-	-	-	-	-	-	-
Total	5,214	26,006	9,189	21,578	-	-	14,403	47,584
Year-over-Year		498.8%		234.8%		0.0%		330.4%

Mountain Rides Consent Agenda Item Summary

Date:	<div>6/16/2021</div>	From:	<div>Ben Varner</div>
Consent Item:	<div>4f. Approve updated Drug and Alcohol Policy</div>		
Committee Review:	<div><div><input checked="" type="radio"/> yes</div><div><input type="radio"/> no</div></div>	Committee Purview:	<div>Both Committees</div>
Fiscal Impact:	<div>none</div>		
Related Policy or Procedural Impact:	<div>Drug and Alcohol Policy</div>		
Background:	<div><p>MRTA's Drug and Alcohol Policy needs to be updated to reflect recent position changes within the organization.</p><p>Staff has also added the ability for the Executive Director to manage the positions listed in the policy so that each time a position is added, removed, or changed, the policy won't need Board action.</p><p>These are the only changes to the policy.</p><p>Both committees reviewed the policy update and recommended adding it to the consent agenda this month.</p></div>		



Mountain Rides Transportation Authority

Drug and Alcohol Policy

Originally Adopted by the Board of Directors: 6/5/2019

Updated and Adopted by the Board of Directors: 8/21/2019

Updated and Adopted by the Board of Directors: June 16, 2021
(pending)

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Deleted: 8

1. Purpose of Policy

This policy complies with 49 CFR Part 655, as amended and 49 CFR Part 40, as amended. Copies of Parts 655 and 40 are available in the drug and alcohol program manager's office and can be found on the internet at the Federal Transit Administration (FTA) Drug and Alcohol Program website <http://transit-safety.fta.dot.gov/DrugAndAlcohol/>.

All covered employees are required to submit to drug and alcohol tests as a condition of employment in accordance with 49 CFR Part 655.

Portions of this policy are not FTA-mandated, but reflect Mountain Rides Transportation Authority's policy. These additional provisions are identified by **bold text**.

In addition, DOT has published 49 CFR Part 32, implementing the Drug-Free Workplace Act of 1988, which requires the establishment of drug-free workplace policies and the reporting of certain drug-related offenses to the FTA.

All Mountain Rides Transportation Authority employees are subject to the provisions of the Drug-Free Workplace Act of 1988.

The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the covered workplace. An employee who is convicted of any criminal drug statute for a violation occurring in the workplace shall notify the Director, Community Mobility no later than five days after such conviction.

Deleted: Transit Operations

2. Covered Employees

This policy applies to every person, including an applicant or transferee, who performs or will perform a "safety-sensitive function" as defined in Part 655, section 655.4.

You are a covered employee if you perform any of the following:

- Operating a revenue service vehicle, in or out of revenue service
- Operating a non-revenue vehicle requiring a commercial driver's license
- Controlling movement or dispatch of a revenue service vehicle
- Maintaining (including repairs, overhaul and rebuilding) of a revenue service vehicle or equipment used in revenue service
- Carrying a firearm for security purposes

A volunteer is a covered employee if:

- (1) the volunteer is required to have a commercial driver's license to operate the vehicle; or
- (2) the volunteer performs a safety-sensitive function and receives remuneration in excess of his or her actual expenses incurred

See Attachment A for a list of covered positions by job title.

3. Prohibited Behavior

Use of illegal drugs is prohibited at all times. All covered employees are prohibited from reporting for duty or remaining on duty any time there is a quantifiable presence of a prohibited drug in the body at or above the minimum thresholds defined in Part 40. Prohibited drugs include:

- marijuana
- cocaine
- phencyclidine (PCP)
- opioids
- amphetamines

All covered employees are prohibited from performing or continuing to perform safety-sensitive functions while having an alcohol concentration of 0.04 or greater.

All covered employees are prohibited from consuming alcohol while performing safety-sensitive job functions or while on-call to perform safety-sensitive job functions. If an on-call employee has consumed alcohol, they must acknowledge the use of alcohol at the time that they are called to report for duty. If the on-call employee claims the ability to perform his or her safety-sensitive function, he or she must take an alcohol test with a result of less than 0.02 prior to performance.

All covered employees are prohibited from consuming alcohol within four (4) hours prior to the performance of safety-sensitive job functions.

All covered employees are prohibited from consuming alcohol for eight (8) hours following involvement in an accident or until he or she submits to the post-accident drug and alcohol test, whichever occurs first.

4. Consequences for Violations

Following a positive drug or alcohol (BAC at or above 0.04) test result or test refusal, the employee will be immediately removed from safety-sensitive duty and referred to a Substance Abuse Professional.

Following a BAC of 0.02 or greater, but less than 0.04, the employee will be immediately removed from safety-sensitive duties for at least eight hours unless a retest results in the employee's alcohol concentration being less than 0.02.

Treatment/Discipline

Per Mountain Rides Transportation Authority policy, any employee who tests positive for drugs or alcohol (BAC at or above 0.04) or refuses to test will be referred to a Substance Abuse Professional (SAP) and the employee may be subject to termination of employment.

The employee will be responsible for paying for rehabilitation services. Employees will use any accrued PTO during their time away for rehabilitation services.

5. Circumstances for Testing

Pre-Employment Testing

Pre-employment alcohol tests are conducted after making a contingent offer of employment or transfer. All pre-employment alcohol tests will be conducted using the procedures set forth in 49 CFR Part 40. An alcohol test result of less than 0.02 is required before an employee can first perform safety-sensitive functions. If a pre-employment alcohol test is cancelled, the individual will be required to undergo another test with a result of less than 0.02 before performing safety-sensitive functions.

A negative pre-employment drug test result is required before an employee can first perform safety-sensitive functions. If a pre-employment test is cancelled, the individual will be required to undergo another test and successfully pass with a verified negative result before performing safety-sensitive functions.

If a covered employee has not performed a safety-sensitive function for 90 or more consecutive calendar days, and has not been in the random testing pool during that time, the employee must take and pass a pre-employment test before he or she can return to a safety-sensitive function.

A covered employee or applicant who has previously failed or refused a DOT pre-employment drug and/or alcohol test must provide proof of having successfully completed a referral, evaluation, and treatment plan meeting DOT requirements.

Reasonable Suspicion Testing

All covered employees shall be subject to a drug and/or alcohol test when Mountain Rides Transportation Authority has reasonable suspicion to believe that the covered employee has used a prohibited drug and/or engaged in alcohol misuse. A reasonable suspicion referral for testing will be made by a trained supervisor or other trained company official on the basis of specific, contemporaneous, articulable observations concerning the appearance, behavior, speech, or body odors of the covered employee.

Covered employees may be subject to reasonable suspicion drug testing any time while on duty. Covered employees may be subject to reasonable suspicion alcohol testing while the employee is performing safety-sensitive functions, just before the employee is to perform safety-sensitive functions, or just after the employee has ceased performing such functions.

Post-Accident Testing

Covered employees shall be subject to post-accident drug and alcohol testing under the following circumstances:

Fatal Accidents

As soon as practicable following an accident involving the loss of a human life, drug and alcohol tests will be conducted on each surviving covered employee operating the public transportation

vehicle at the time of the accident. In addition, any other covered employee whose performance could have contributed to the accident, as determined by Mountain Rides Transportation Authority using the best information available at the time of the decision, will be tested.

Non-fatal Accidents

As soon as practicable following an accident not involving the loss of a human life, drug and alcohol tests will be conducted on each covered employee operating the public transportation vehicle at the time of the accident if at least one of the following conditions is met:

- (1) The accident results in injuries requiring immediate medical treatment away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident
- (2) One or more vehicles incurs disabling damage and must be towed away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident

In addition, any other covered employee whose performance could have contributed to the accident, as determined by Mountain Rides Transportation Authority using the best information available at the time of the decision, will be tested.

A covered employee subject to post-accident testing must remain readily available, or it is considered a refusal to test. Nothing in this section shall be construed to require the delay of necessary medical attention for the injured following an accident or to prohibit a covered employee from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident or to obtain necessary emergency medical care.

Random Testing

Random drug and alcohol tests are unannounced and unpredictable, and the dates for administering random tests are spread reasonably throughout the calendar year. Random testing will be conducted at all times of the day when safety-sensitive functions are performed.

Testing rates will meet or exceed the minimum annual percentage rate set each year by the FTA administrator. The current year testing rates can be viewed online at www.transportation.gov/odapc/random-testing-rates.

The selection of employees for random drug and alcohol testing will be made by a scientifically valid method, such as a random number table or a computer-based random number generator. Under the selection process used, each covered employee will have an equal chance of being tested each time selections are made.

A covered employee may only be randomly tested for alcohol misuse while the employee is performing safety-sensitive functions, just before the employee is to perform safety-sensitive functions, or just after the employee has ceased performing such functions. A covered employee may be randomly tested for prohibited drug use anytime while on duty.

Each covered employee who is notified of selection for random drug or random alcohol testing must immediately proceed to the designated testing site.

Random Testing – End of Shift

Random testing may occur anytime an employee is on duty so long as the employee is notified prior to the end of the shift. Employees who provide advance, verifiable notice of scheduled medical or child care commitments will be random drug tested no later than three hours before the end of their shift and random alcohol tested no later than 30 minutes before the end of their shift. Verifiable documentation of a previously scheduled medical or child care commitment, for the period immediately following an employee's shift, must be provided before the end of the shift.

Return to Duty Testing

Any employee who is allowed to return to safety-sensitive duty after failing or refusing to submit to a DOT drug and/or alcohol test must first be evaluated by a substance abuse professional (SAP), complete a SAP-required program of education and/or treatment, and provide a negative return-to-duty drug and/or alcohol test result. All tests will be conducted in accordance with 49 CFR Part 40, Subpart O. Return-to-Duty Testing will be conducted under direct supervision.

Follow-up Testing

Employees returning to safety-sensitive duty following leave for substance abuse rehabilitation will be required to undergo unannounced follow-up alcohol and/or drug testing for a period of one (1) to five (5) years, as directed by the SAP. The duration of testing will be extended to account for any subsequent leaves of absence, as necessary. The type (drug and/or alcohol), number, and frequency of such follow-up testing shall be directed by the SAP. All testing will be conducted in accordance with 49 CFR Part 40, Subpart O. Follow-up alcohol testing is only permissible just before, during and just after the performance of a safety sensitive function. Follow-up testing will be conducted under direct supervision.

6. Testing Procedures

All FTA drug and alcohol testing will be conducted in accordance with 49 CFR Part 40, as amended.

Dilute Urine Specimen

If there is a negative dilute test result, Mountain Rides Transportation Authority will conduct one additional retest. The result of the second test will be the test of record.

Dilute negative results with a creatinine level greater than or equal to 2 mg/dL but less than or equal to 5 mg/dL require an immediate recollection under direct observation (see 49 CFR Part 40, section 40.67).

Split Specimen Test

In the event of a verified positive test result, or a verified adulterated or substituted result, the employee can request that the split specimen be tested at a second laboratory. Mountain Rides Transportation Authority guarantees that the split specimen test will be conducted in a timely fashion. MRTA will pay for the split specimen test.

7. Test Refusals

As a covered employee, you have refused to test if you:

- (1) Fail to appear for any test (except a pre-employment test) within a reasonable time, as determined by Mountain Rides Transportation Authority.
- (2) Fail to remain at the testing site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test has not refused to test.
- (3) Fail to attempt to provide a breath or urine specimen. An employee who does not provide a urine or breath specimen because he or she has left the testing site before the testing process commenced for a pre-employment test has not refused to test.
- (4) In the case of a directly-observed or monitored urine drug collection, fail to permit monitoring or observation of your provision of a specimen.
- (5) Fail to provide a sufficient quantity of urine or breath without a valid medical explanation.
- (6) Fail or decline to take a second test as directed by the collector or Mountain Rides Transportation Authority for drug testing.
- (7) Fail to undergo a medical evaluation as required by the MRO or Mountain Rides Transportation Authority's Designated Employer Representative (DER).
- (8) Fail to cooperate with any part of the testing process.
- (9) Fail to follow an observer's instructions to raise and lower clothing and turn around during a directly-observed test.
- (10) Possess or wear a prosthetic or other device used to tamper with the collection process.
- (11) Admit to the adulteration or substitution of a specimen to the collector or MRO.
- (12) Refuse to sign the certification at Step 2 of the Alcohol Testing Form (ATF).
- (13) Fail to remain readily available following an accident.

As a covered employee, if the MRO reports that you have a verified adulterated or substituted test result, you have refused to take a drug test.

As a covered employee, if you refuse to take a drug and/or alcohol test, you incur the same consequences as testing positive and will be immediately removed from performing safety-sensitive functions, and referred to a SAP.

8. Voluntary Self-Referral

Any employee who has a drug and/or alcohol abuse problem and has not been selected for reasonable suspicion, random or post-accident testing or has not refused a drug or alcohol test may voluntarily refer her or himself to the Director, ~~Community Mobility~~ or Director, Finance and Administration who will refer the individual to a substance abuse counselor for evaluation and treatment.

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The substance abuse counselor will evaluate the employee and make a specific recommendation regarding the appropriate treatment. Employees are encouraged to voluntarily seek professional substance abuse assistance before any substance use or dependence affects job performance.

Any safety-sensitive employee who admits to a drug and/or alcohol problem will immediately be removed from his/her safety-sensitive function and will not be allowed to perform such function until successful completion of a prescribed rehabilitation program.

9. Contact Person

For questions about Mountain Rides Transportation Authority's anti-drug and alcohol misuse program, contact the Director, ~~Community Mobility; Manager, Transit Operations;~~ or Director, Finance and Administration.

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Attachment A: Covered Positions

Director, ~~Community Mobility~~

Manager, Transit Operations

~~Operations Assistant~~

Manager, Maintenance ~~and Facilities~~

Specialist, Driver Training

Driver I

Driver II

Driver V

Certified Mechanic

Technician I, Maintenance & Facilities

Technician II, Maintenance & Facilities

*The Executive Director is authorized to maintain and update *Attachment A: Covered Positions* as new positions are added, or organizational changes occur.

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Mountain Rides Agenda Discussion Item Summary

Date:	<input type="text" value="6/16/2021"/>	From:	<input type="text" value="MRTA Staff"/>
Discussion Item:	<div>5. Return to In-person Meetings</div>		
Committee Review:	<input type="radio"/> yes <input checked="" type="radio"/> no	Committee Purview:	<input type="text"/>
Fiscal Impact:	<input type="text"/>		
Related Policy or Procedural Impact:	<input type="text"/>		
Background:	<div>The Community Library is now allowing groups of 20 to hold meetings in the Idaho room. Staff would like to know if the board would like to return to in-person committee and regular board meetings.</div>		

Mountain Rides Agenda Discussion Item Summary

Date:	<div>6/16/2021</div>	From:	<div>MRTA Staff</div>
Discussion Item:	<div>6. Items of interest to the board</div>		
Committee Review:	<div><input type="radio"/> yes</div> <div><input checked="" type="radio"/> no</div>	Committee Purview:	<div></div>
Fiscal Impact:	<div></div>		
Related Policy or Procedural Impact:	<div></div>		
Background:	<div>Staff wanted to have a place for the board to discuss items of interest pertaining to Mountain Rides.</div>		