

A regular meeting of the St. Cloud Metropolitan Transit Commission was held on the 19<sup>th</sup> day of January, 2016 at 3:00 p.m. at the Metro Bus Operations Center. Commissioner Kleis presided with the following present:

Commissioners:	1. Dave Kleis
	2. Rick Miller
	3. Amy Braig-Lindstrom
	4. Kurt Hunstiger
	5. John Libert
Executive Director:	Ryan Daniel
Managing Director:	Tom Cruikshank
Finance Director:	Paula Mastey
Others:	Kim Pettman
	Gayle Gruber-Bengtson
	Karin Knafla
Metro Bus Staff:	Libby Dykema
	Steve Williams
	Debbie Anderson
	Ed Yorek

Additions or Changes to the Agenda. Item #9 will be presented by Tom Cruikshank in Debbie Anderson's absence. **Commissioner Libert moved and Commissioner Miller seconded a motion to approve the Agenda as amended. Motion carried.**

Consent Agenda.

- 5.) Minutes of December 15, 2015 Meeting.
- 6.) December, 2015 Budget Statement and Bank Reconciliation.
- 7.) December, 2015 List of Bills.
- 8.) December, 2015 Ridership Reports for Fixed Route, Dial-a-Ride and Northstar Link. **Commissioner Miller moved and Commissioner Hunstiger seconded a motion to approve the Consent Agenda. Motion carried.**

Old Business.

9.) Update on Riders Advisory Committee Meeting. Mr. Cruikshank requested that the committee think about and get information about bus stop issues or new potential sites for shelters and benches and bring it back for discussion. There are two shelters in storage that Mr. Cruikshank would like to place in the community. They also discussed ideas for what types of communications could be located in the behind the driver areas.

10.) Update on Long Range Transportation Plan. The project extension until March is now official. The consultants are working on the details of developing routing structures and time tables and what the financial impact will be. The next steps will be to rank priorities and go through the public input process. There will be a minimum 6-month lead time on even the simplest changes. Mr. Cruikshank is hoping to bring a list of recommendations of implementation to the Board for adoption at the April or May meeting. Commissioner Braig-Lindstrom is concerned that the location for the new Sartell Community Center is not on a bus route and she wants the Council to be aware

that it may take time and additional money to get service to that location. Mr. Cruikshank is planning to present the plans for Sartell routes at a future City Council meeting.

#### New Business.

11.) Consideration of Pay Equity Report. Ms. Mastey explained that once every three years a Pay Equity Report needs to be filed with the Minnesota Management & Budget Department. The Local Government Pay Equity Act is designed to ensure government entities achieve and maintain equitable compensation practices and reduce sex-based wage disparities in public employment throughout Minnesota. **Commissioner Hunstiger moved and Commissioner Braig-Lindstrom seconded a motion to approve the Pay Equity Report. Motion carried.**

#### Open Discussion.

- Gayle Gruber-Bengtson asked if there was a way to get bus stop closure information to riders, particularly those with sight impairments. Discussion suggestions included social media, calling customer service, utilizing Travel Training services, asking drivers, and audio announcements. Commissioner Kleis suggested that the City of St. Cloud include bus stop closures in their road closure press releases. Part of the 2016 Metro Bus website upgrade will likely incorporate email alerts to customers who sign up.
- Kim Pettman was looking for an update on the ADA request for an audio/visual form of the meeting on the website for people who are not able to attend in person. It would also show transparency and accountability in a public organization. Mr. Daniel responded that staff is working to get price quotes for equipment and will let the Board decide whether to spend funds on this unbudgeted item.
- Ms. Pettman asked that meetings be held at a location that is on a bus route and if that isn't possible, she requested a shuttle bus be provided to the current location. Mr. Daniel responded that the Operations Center already has the Board Room and there are two bus routes within a quarter of a mile. Commissioner Kleis suggested having meetings at the Mobility Center and various City Halls which led to discussion about the feasibility of portable Audio/Visual equipment and what type of equipment is necessary. Commissioner Miller disagreed that meetings should be moved around. Ms. Pettman agreed that if the meetings were recorded, they wouldn't need to be moved for accessibility. Discussion included recording options such as transcription, audio recording only, uploading video directly to the website or using a separate site such as YouTube. It was decided that nothing could be done before researching all aspects of recording including data privacy and legal issues. Options on which to take action will be brought to the next Board meeting.
- Ms. Pettman requested that the Long Range Plan address issues with customers needing to take several buses for one trip. Mr. Daniel responded that the consultants and staff are looking at ways to minimize riders' travel and connection times.
- Ms. Pettman requested that fixed route drivers receive sensitivity training to aid them when working with people with disabilities. Mr. Daniel responded that all the drivers go through customer service training.
- Karen Knafla asked the Commission Members if they had ever ridden the bus and challenged them to ride when they have two or three things they need to get done.

- Commissioner Braig-Lindstrom thanked Metro Bus staff for reaching out to the Sartell Senior connection and setting up a bus ride and tour of the Operations Center, Mobility Center and New Flyer facilities. Reaching out to the public is one way to build ridership.
- Mr. Daniel wished Commissioner Kleis a happy birthday.

Adjournment. Commissioner Miller moved and Commissioner Libert seconded a motion to adjourn the meeting at 4:50 p.m. Motion carried.