

A regular meeting of the St. Cloud Metropolitan Transit Commission was held on the 16th day of February, 2016 at 4:00 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
	Beth Moline
	Ann Johnston
Metro Bus Staff:	Libby Dykema
	Steve Williams
	Debbie Anderson
	Ed Yorek
	Gary Korneck
	Berta Hartig
	Dan Mendel

Additions or Changes to the Agenda. There were no changes. **Commissioner Miller moved and Commissioner Libert seconded a motion to approve the Agenda as presented. Motion carried.**

Consent Agenda.

- 5.) Minutes of January 19, 2016 Meeting.
 - 6.) January, 2016 Budget Statement and Bank Reconciliation.
 - 7.) January, 2016 List of Bills.
 - 8.) January, 2016 Ridership Reports for Fixed Route, Dial-a-Ride and Northstar Link.
- Commissioner Libert moved and Commissioner Miller seconded a motion to approve the Consent Agenda. Motion carried.**

Old Business.

9.) Update on Riders Advisory Committee Meeting. Ms. Anderson said they discussed ideas for where bus shelters and benches should be placed in the community which then led to discussion on accessibility. They also reviewed the eligibility process for the Dial-a-Ride service and went through a cognitive assessment. Ms. Anderson invited the Board members to attend a meeting anytime and meet the Committee members. Commissioner Braig-Lindstrom requested an email reminder or invite to the meeting.

New Business.

10.) Discussion of Equal Employment Opportunity (EEO) Report to the FTA. Mr. Ryan explained that Metro Bus is required to have an EEO Program in place to enforce federal laws that make it illegal to discriminate against a job applicant or an employee because of

the person's race, color, religion, sex, national origin, age, disability or genetic information. A report must be submitted to the FTA every three years. Commissioner Braig-Lindstrom questioned whether sexual orientation was included. The EEO Commission interprets and enforces Title VII's prohibition of sex discrimination as forbidding any employment discrimination based on gender identity or sexual orientation. **Commissioner Braig-Lindstrom moved and Commissioner Libert seconded a motion to approve the EEO Report using wording that conforms to state guidelines for those protected classes. Motion carried.**

11.) Consideration of Award of Insurance Coverage. Mr. Korneck summarized the annual award of Fleet and General Liability, Property and Miscellaneous Insurance for 2016. Minor changes were made mostly due to the new CNG fueling and public sales. The overall premium increased by 2% for 2016. **Commissioner Miller moved and Commissioner Hunstiger seconded a motion to approve the Travelers Insurance Proposal and give direction to Mahowald Insurance to proceed with binding renewal coverage. Motion carried.**

12.) Discussion of Audio/Visual Recording Options for Board Meetings. Mr. Daniel presented the Board with two quotes from Marco for recording equipment to purchase for \$19,550.83 and \$11,230.14 as well as quotes from vendors who will do the recording themselves for an hourly or per session fee. Currently, there is money in the FY2017 budget for Operations Center renovations at which time audio/visual equipment could be added to the Board Room. After learning that this request was only coming from one person, Commissioner Libert stated that until there is more demand, he couldn't justify spending thousands of dollars for one request. Commissioner Miller said he would like to see the response to the current meeting being recorded and encouraged viewers to call if they were watching. Commissioner Hunstiger agreed that incorporating a full A/V system for the Board Room into the 2017 Operations Center renovation project would be a good idea. Commissioner Kleis said updating the Board Room with A/V technology is a good idea regardless of whether meetings will be recorded, but for the sake of transparency in government, he is in favor of having a recording available to the public on the website. **Commissioner Libert moved and Commissioner Hunstiger seconded a motion to table the discussion until such a time as a permanent fix can be found possibly during the 2017 renovation. Motion carried with Commissioner Braig-Lindstrom dissenting.**

Open Discussion.

- Kim Pettman believed tabling the recording options discussion is a delay tactic as many people have made the request for recorded meetings. She explained that under Federal ADA law, if a person with a disability makes a request such as this, it should be done right away. Since this has been tabled, she suggested an alternative such as an audio recording. Ms. Pettman again requested that all members of Metro Bus, including the Fixed Route drivers, go through disability sensitivity training.

- Beth Moline shared a story about when she was on a fixed route bus, another passenger had to tell her they had arrived at the Transit Center because the driver didn't announce it. When she asked him about it, he responded rudely to her. She asked where this

meeting's video recording would be found and said she is in favor of having at least an audio recording posted to the website.

• **Commissioner Libert moved and Commissioner Braig-Lindstrom seconded a motion to explore the audio capabilities of the Metro Bus website and, if possible and for a nominal fee, upload meeting audio beginning with the next meeting. Motion carried.**

• Ann Johnston recognized Debbie Anderson for her hard work and the great job she does and wanted the Commission to know. She also voiced her concerns about accessibility issues near Rasmussen College and how it's sometimes hard to hear the stop lights and it can be dangerous to cross those busy streets.

• Mr. Daniel introduced the new Marketing Intern, Dan Mendel.

• Mr. Daniel invited the Commissioners to the St. Cloud 101 Course taking place at the Mobility and Training Center on Tuesday, February 23rd. This is a time for community members to get to know Metro Bus by talking with staff members, riding the bus and touring the facilities.

Adjournment. **Commissioner Libert moved and Commissioner Miller seconded a motion to adjourn the meeting at 4:35 p.m. Motion carried.**