

A regular meeting of the St. Cloud Metropolitan Transit Commission was held on the 21st day of November, 2017 at 4:00 a.m. at the Metro Bus Operations Center. Commissioner Kleis presided with the following present:

Commissioners:	1. Dave Kleis – Arr. 4:02 p.m.
	2. Rick Miller
	3. Ryan Fitzthum - Absent
	4. Kurt Hunstiger
	5. John Libert
Chief Executive Officer:	Ryan Daniel
Chief Finance and Administration Officer:	Paula Mastey
Chief Operations Officer:	Jim Perez

Additions or Changes to the Agenda. There were none. **Commissioner Libert moved and Commissioner Hunstiger seconded a motion to approve the Agenda as presented. Motion carried.**

Consent Agenda.

- 5.) Minutes of Sept 19 & Oct 13, 2017 Regular Meeting.
 - 6.) Sept & Oct 2017 Balance Sheet, Budget Statement and Bank Reconciliation.
 - 7.) Sept & Oct 2017 List of Bills.
 - 8.) Sept & Oct 2017 Ridership Reports for Fixed Route, Dial-a-Ride and Northstar Link.
- Commissioner Hunstiger moved and Commissioner Libert seconded a motion to approve the Consent Agenda. Motion carried.**

Open Forum. There was no one present to speak.

General Business.

- 9.) Introduction of New Chief Operations Officer, Jim Perez.
- 10.) Resolution #2017-16, 2018 Depository and Newspaper Designation. **Commissioner Miller moved and Commissioner Libert seconded a motion to approve Resolution #2017-16. Motion carried.**
- 11.) Consideration of FTA ADA Complementary Paratransit Service Review Results. Mr. Cruikshank reported that the FTA conducted a thorough ADA Service Review where they reviewed materials, interviewed staff, operators and customers, toured facilities, inspected buses and equipment and observed paratransit operations. The findings in the following categories have been resolved to the satisfaction of the FTA: 1. Eligibility Standards, 2. Accessible Information, 3. Service Area, 4. Response Time, 5. No Substantial Numbers of Trips with Excessive Trip Lengths, 6. Reasonable Policies for Proposed Service Suspensions for Missing Schedules Trips and the Right to Appeal, 7. Nondiscrimination, 8. Written Eligibility Determinations, 9. Fares, 10. Hours and Days of Service, 11. Complaint Resolution and Compliance Information. **Commissioner Miller moved and Commissioner Hunstiger seconded a motion to acknowledge receipt of the FTA ADA Service Review Results. Motion carried.**
- 12.) Discussion of Personnel Policy Review. Ms. Hesse explained that all current personnel policies will be reviewed, and new policies will be developed, to ensure legal compliance, clarity of expectations, and consistent application organization-wide. New

and revised personnel policies will be proposed in small sections at each Board meeting with the intent of completing the full review by the end of calendar year 2018.

Department Updates

13.) Planning Update. Mr, Cruikshank announced that he is leaving Metro Bus after 27 years to take a position at the SCTCC as the Director of Customized Training. He assured the Board that there are a lot of good people and energy here who are going to do good work beyond even what he has been able to do during his career at Metro Bus. Exciting things are coming in the future including an update to the Long Range Plan, a starting discussion with Lyft to help make access to transit easier, and the years of experience and new ideas that Jim brings with him.

Adjournment. **Commissioner Miller moved and Commissioner Hunstiger seconded a motion to adjourn the meeting at 4:25 p.m. Motion carried.**