



**Topeka Metro
Board of Director's Minutes
January 18, 2022**

MEMBER'S NAME	ORGANIZATION	PRESENT / ABSENT / EXCUSED
Jim Ogle	Topeka Metro	By Zoom
Rodd Miller	Topeka Metro	Present
Jim Daniel	Topeka Metro	By Zoom
Beverly Hall	Topeka Metro	By Zoom
Scott Tummons, Vice-Chair	Topeka Metro	Present
Dr. Alan Bearman, Chair	Topeka Metro	Present
Joseph Ledbetter	Topeka Metro	Present

Staff/Visitors	ORGANIZATION	PRESENT / ABSENT / EXCUSED
Bob Nugent, General Manager	Topeka Metro	Present
Denise Ensley COO	Topeka Metro	Present
John Cassidy, General Counsel	Topeka Metro	Present by Zoom
Andy Fry, Director of Planning	Topeka Metro	Present
Keri Renner, Director of Marketing and Communications	Topeka Metro	Present by Zoom
Jared Culbertson, Director of Information Technology	Topeka Metro	Present by Zoom
Terri Miller, Director of Human Resources	Topeka Metro	Present by Zoom
Alan Parrish, Director of Maintenance & Facilities	Topeka Metro	Present by Zoom
Richard Appelhanz, Accountant	Topeka Metro	Present
Brenda Vink-Wilson, Executive Assistant	Topeka Metro	Present
Brett Taylor	IMA	Present by Zoom
Mark Wilkerson	IMA	Present by Zoom
Pam Campbell	Public	Present
Zack Perez	Public	Present
Carolyn Kahbeah	Public	Present
Kristen Shook	Public	Present
Mike Spadafore	Public	Present
Jill Rice	Public	Present

Melissa Goodman	Public	Present	
Efren Mazas, Union President	Topeka Metro Union	Present	
Christine Guerrero, Union Financial Secretary	Topeka Metro Union	Present	
TOPIC	KEY DISCUSSION	RECOMMENDED ACTION / STATUS	PERSON RESPONSIBLE
Call to Order	Dr. Bearman, Chair, called the meeting to order at 4:00 pm.		Dr. Alan Bearman
Minutes 12.20.2021	Minutes from the December 20, 2021 Board meeting were reviewed.	Motion: Rodd Miller moved and Jim Daniel seconded to accept the minutes, as presented. The motion was unanimously approved 7-0.	Dr. Alan Bearman
Public Meeting Public Comment	Public input for service reductions was provided to the BOD. See above for attendees.		Dr. Alan Bearman
Finance Committee Report	The Finance Report as of Dec. 31, 2021 was reviewed.	Motion: Scott Tummons moved and Joseph Ledbetter seconded to accept the Finance Report as presented. The motion was unanimously approved 7-0.	Rodd Miller
Skid Steer Loader RFP	Electric vehicle bus grants are out for bid with a deadline of January 20, and are anticipated to be completed by May. The bid for the skid steer loader was awarded to White Star Machinery based on the lift capacity specified in the RFP.	Motion: Rodd Miller moved and Scott seconded to award the Skid Steer Loader RFP to White Star. The motion was unanimously approved 7-0.	Rodd Miller
Audit Report	BT& Co presented the final Audit Report. They did not site any concern with internal controls. They did suggest someone other than the preparer review journal entries.	Motion: Scott Tummons moved and Joseph Ledbetter seconded to approve the final Audit Report presented by	Rodd Miller

		BT& Co. The motion was unanimously approved 7-0.	
Departmental Reports			
Planning/Ridership	The fixed route ridership is still down about 56% and paratransit is up to about 80% prior to COVID. Topeka Metro Para Transit is mainly doing non-ambulatory trips; approximately 10-12 daily. Capital City Transport is doing ambulatory which is about 60% of para requests. All is based on available workforce.		Andy Fry
Operations	Accepted report.		Denise Ensley
Maintenance	The asphalt for the Quincy roof is approximately 85-95% complete. Contractors will start applying metal on the north side canopy.		Alan Parrish
Finance as of Dec. 31	Refer to the Finance Committee report. No additional information to be presented.		Richard Appelhanz
Action Items			
Reduction of Services Special Meeting	Plans for a Special BOD Meeting to discuss the summation of public input and potential service reductions was proposed for Friday, January 28.	Motion: Rodd Miller moved and Beverly Hall seconded to approve a Special Board Meeting to discuss potential service reductions January 28. The motion was unanimously approved 7-0.	Dr. Alan Bearman
Revise BOD Schedule	Bob Nugent requested a revision of the TMTA 2022 BOD schedule.	Motion: Rodd Miller moved and Jim Daniel seconded the revisions of the 2022 BOD Meeting Schedule and a change to the November 11 Study Group to November 10	Bob Nugent

