

NTMC BOARD OF DIRECTORS REGULAR MEETING MINUTES

Wednesday, September 29, 2021 | 8:00am

ATTENDANCE

Board Members

Chair Dean Ueckert

Vice-Chair Richard Hayes - absent

Board Member Don Combs

Board Member Sara Hensley - virtual

Board Member Raymond Suarez

Officers

Interim NTMC President John Hendrickson

NTMC Treasurer – Vacant

NTMC Secretary - Vacant

Legal Counsel

Joseph J. Gorfida, Jr.,

Nichols, Jackson, Dillard, Haggard, & Smith

CALL TO ORDER

Chair Ueckert called the meeting order at 10:00am. Chair Ueckert, Board Member Combs and Board Member Suarez attended, in-person while Board Member Hensley attended virtually. Vice-Chair Hayes was absent.

PUBLIC COMMENT

There were no public comments during this time.

1. CONSENT AGENDA

- a. Consider Ratification of the North Texas Mobility Corporation (NTMC) Service Agreement Adopting Resolution for the Operator 401(k) Plan with an effective date of September 2, 2021

Backup Information:

Memo

Exhibit 1: Adopting Resolution

- b. Consider Approval of the First Amended and Restated Agreement for Transportation Management Services between the North Texas Mobility Corporation (NTMC) and Hendrickson Transportation Group (HTG), LLC

Backup Information: Exhibit 1: First Amended and Restated Agreement
Hendrickson Transportation Group

- c. Consider Approval of Resolution 2021-N003 Adopting the Fiscal Year (FY) 2022 North Texas Mobility Corporation (NTMC) Budget

Backup Information: Exhibit 1: Resolution 2021-N003

Motion by Board Member Combs with a second by Board Member Suarez to approve Consent Agenda items 1a and 1c as presented. Motion passes 4-0.

Consent Agenda item 1.b.

Board discussion regarding early termination clause for the Safety Coordinator/Secretary position, scope of work as it relates to the Secretary/Treasurer position/functions, duties by DCTA/NTMC staff, and discussion of Interlocal Agreement (ILA) between DCTA and NTMC.

Motion by Board Member Hensley with a second by Board Member Combs to approve Consent Agenda item 1.b. with modified duties of the Treasurer to include presenting financial items to the NTMC Board, verification/validation of monthly financial statements prepared by DCTA finance department, review, and presentation for consideration of the NTMC Budget to include any budget amendments as necessary and presenting any other financial information as appropriate to the NTMC Board.

Motion by Board Member Hensley with a second by Board Member Combs to approve Consent Agenda item 1.b. with the modification of the duties of the NTMC Treasurer as presented. Motion passes 4-0.

Note: John Hendrickson presented this item; however, recused himself from voting as it is a contract with the Hendrickson Transportation Group (HTG).

2. INFORMATIONAL REPORTS

- a. Monthly Financial Statements: FY 2021 Year to Date August 2021
- b. DCTA Bus Ridership Report August 2021

No Board action required at this time as items presented are for informational purposes only.

3. REGULAR AGENDA

- a. Presentation of General Manager's Monthly Report

Presenter(s): RJ Garza, General Manager
Louise Francois, Assistant General Manager

Backup Information: Exhibit 1 – General Manager's Report
Exhibit 2 – August 2021 Ticket Sales/Daily Deposit Report
Exhibit 3 – August 2021 Staffing Roster Report
Exhibit 4 – Operator Pay Analysis/Monthly Operator Turnover Report

General Manager RJ Garza and Senior HR Specialist Cameron Springer presented the report highlighting the following:

- Discussed Proposed Budget
- Decline in Ridership for August 2021
- Fixed Route Ridership
- UNT Fall Service
- Discovery Park Ridership
- Retention Incentive Plan: The retention incentive plan has been implemented. The Board inquired about the number of drivers who qualify for incentive. Staff indicated data for the number of people who qualify for the incentive is not available; however, there are 68 drivers.
- Positions/Vacancies:
 - Facility Manager: Hired. Board introductions will be made next month.
 - Parts Coordinator: Hired.
 - Mechanic: 1 position – Vacant (position is on hold)
 - Part-time Service Attendant: 2 positions, 1 filled

- Lead Road Supervisor – Reclassified: Regular Road Supervisor
- Dispatchers: 2 positions – Vacant
- Operators: 15 positions – Vacant

The Wage Analysis reflected the following information:

Bus & Rail	DART	NTMC	CDL	Percent
First 12 Months	\$20.32	\$17.16	\$17.16	8.42%
After 12 Months	\$21.67	\$17.68	\$17.68	22.57%
After 24 Months	\$23.03	\$18.31	\$18.31	25.77%
After 36 Months	\$24.38	\$19.35	\$19.35	25.99%
After 48 Months	\$25.74	\$20.92	\$20.92	23.04%
After 60 Months	\$27.09			29.49%

FT SMART Bus Operators	NTMC Non-CDL	Percent
0-6 Months \$15.36	15.6	1.56%
6-12Months \$15.92	15.6	2.05%
12-24 Months \$16.23	16.12	4.96%
24-36 Months \$17.22	16.75	2.80%
36-48 Months \$18.20	17.79	2.30%
After 48 Months \$20.17	19.36	4.18%

The Board and staff had a healthy discussion regarding NTMC recruitment and retention. Some topics included the following:

- CDL Drivers
- Salaries (other transit agencies/school districts)
- Retention Bonus Pay
- Management staff duties (i.e., driving routes)
- Amalgamated Transit Union
- Strategies to motivate employees (i.e., positive, stable work environments, community engagement)
- Working with local community partners (i.e., discounted tickets, community activities)
- Creation of “step” positions to address salaries
- Clarification of Lead Road Supervisor
- Challenges faced upon employment offer (i.e., “no-shows”, incomplete pre-hire processes)
- Possible NTMC remote positions

The Board encouraged NTMC to work jointly with DCTA to develop a plan to positively change the workforce culture.

Board Member Suarez informed the Board that the DCTA Board of Directors will meet on October 28, 2021 to discuss service. The November and December DCTA Board Meetings have been combined and will meet on December 2, 2021.

b. NTMC Staff Spotlight – NTMC Employee

Presenter: RJ Garza, General Manager

This month, General Manager Garza and Assistant General Manager Francois highlighted and recognized all NTMC employees.

4. **CONVENE EXECUTIVE SESSION**

The Board did not convene into Executive Session.

5. **RECONVENE OPEN SESSION**

The Board did not convene into Executive Session; therefore, a reconvening into Open Session was not necessary.

6. **FUTURE BOARD MEETINGS & AGENDA ITEMS**

The next NTMC Board Meeting is scheduled for October 27, 2021.

7. **ADJOURN**

Motion by Board Member Suarez with a second by Board Member Combs to adjourn the meeting at 8:56am. Motion passes 4-0.


Dean Ueckert, Chair


Kisha Morris-Perkins

Executive Assistant | Board Process Manager