

North Texas Mobility Corporation (NTMC)
Board of Directors Regular Meeting
Thursday, June 15, 2023 | 9:00 am

NOTICE IS HEREBY GIVEN that the members of the North Texas Mobility Corporation (NTMC) Board of Directors will hold a Regular Called Meeting on Thursday, June 15, 2023, at 9:00 am at the Denton County Transportation Authority (DCTA) Administrative Offices located at 1955 Lakeway Drive, Suite 260, Lewisville, Texas, 75057 and by Zoom Conference at which time the following agenda will be discussed.

The public is allowed to use the ZOOM link below to view the Board Meeting. To join the meeting, please use the information below:

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/84916935881?pwd=RUNISVVGSUdxaWx4RWpzeHp1K0FmZz09>

Passcode: 097018

One tap mobile: +13462487799

Or Telephone: +1 346 248 7799

Webinar ID: 849 1693 5881

Passcode: 097018

The Board of Directors reserves the right to convene into Closed Executive Session at any time during the meeting pursuant to the Texas Government Code § 551.071(2) to seek confidential legal advice from the Corporation's attorneys regarding any agenda item listed hereon.

CALL TO ORDER

INTRODUCTIONS

PUBLIC COMMENT

This agenda item provides an opportunity for citizens to address the Board of Directors on any agenda item(s) or other matters relating to NTMC. Each speaker will be given a total of three (3) minutes to address any item(s). Anyone wishing to speak shall be courteous and cordial.

Speakers making personal, impertinent, profane, or slanderous remarks may be removed from the meeting. Unauthorized remarks from the audience, stamping of feet, whistles, yells, clapping and similar demonstrations will not be permitted.

Citizens that are not able to connect to the Zoom meeting must email his or her public comment to kmorris-perkins@dcta.net no later than 12:00 noon on Wednesday, June 14, 2023, ensure the comment will be distributed to Board Members prior to the meeting.

The Board of Directors are not permitted to take action on any subject raised by a speaker during Citizen Comments. However, the Board of Directors may have the item placed on a future agenda for action; refer the item to the NTMC Officers for further study or action; briefly state existing NTMC policy; or provide a brief statement of factual information in response to the inquiry.

CONSENT AGENDA

1. Consider Approval of Regular Meeting Minutes dated April 20, 2023
Backup Information: Exhibit 1: April 20, 2023 Meeting Minutes

INFORMATIONAL REPORT

1. Monthly Financial Statements: FY 2023 Comparison to Prior Years (2020, 2021, 2022)

REGULAR AGENDA

1. Presentation of the General Manager's Monthly Report
2. Presentation of the North Texas Mobility Corporation (NTMC) Staff Spotlight
3. Discuss Proposed Fiscal Year (FY) 2024 NTMC Operating and Capital Budget

FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS

Staff will discuss proposed future agenda items. Board members may request an informational item or action item be added to the next Board Meeting agenda.

Next Regular Board Meeting Date: July 20, 2023

CONVENENE EXECUTIVE SESSION

The Board may convene the Regular Board Meeting into Closed Executive Session for the following: **No items scheduled for this agenda.**

RECONVENE OPEN SESSION

Reconvene and take necessary action on items discussed during Closed Executive Session.

ADJOURN

BOARD MEMBERS
Paul Cristina, Chair
Fred Busche, Vice Chair
Gina McGrath
Cassey Ogden

OFFICERS

Maurice Bell, NTMC President
Sherrelle Evans-Jones, NTMC Treasurer
Kisha Morris-Perkins, NTMC Secretary

I certify that the above agenda giving notice of the meeting was posted on the bulletin board at the Corporation's offices, which are also the offices of the Denton County Transportation Authority (DCTA), on Friday, June 9, 2023, by 5:00pm.



Kisha Morris-Perkins
Executive Assistant | Board Process Manager
NTMC Secretary

Board of Directors Regular Meeting Minutes

Thursday, April 20, 2023 | 9:00 am

The Board of Directors of the North Texas Mobility Corporation convened a Regular Board of Directors Meeting with Chair Paul Cristina presiding on Thursday, April 20, 2023 at 9:00am located at the Denton County Transportation Authority (DCTA) Administrative Offices, 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057.

Board Members

Chair Paul Cristina
Vice-Chair Fred Busche
Board Member Gina McGrath
Board Member Cassey Ogden

Officers

Maurice Bell, NTMC President
Sherelle Evans-Jones, NTMC Treasurer
Kisha Morris-Perkins, NTMC Secretary

Legal Counsel

Joseph J. Gorfida, Jr.
Nichols Jackson

CALL TO ORDER

Chair Cristina called the meeting to order at 9:02am. All Board Members were present.

INTRODUCTIONS

There were no introductions during this time.

PUBLIC COMMENT

There were no public comments during this time.

CONSENT AGENDA

1. Consider Approval of Regular Meeting Minutes dated March 29, 2023

Motion by Vice-Chair Busche with a second by Board Member Ogden to approve the Consent Agenda as presented. Motion passes 4-0.

INFORMATIONAL REPORTS

1. Monthly Financial Statements: FY2022 Year to Date – February 2023

No Board action required at this time.

REGULAR AGENDA

1. Discuss and Consider Approval of General Manager's Evaluation Policy

Chair Cristina opened the discussion regarding the Performance Evaluation Policy for the NTMC General Manager requesting any comments from the Board. Previously, comments were solicited from the Board on the General Manager's Evaluation Policy and those comments were submitted to the NTMC Secretary for the inclusion in the policy in the form of a red-lined and final version for approval.

No additional comments regarding the policy were made by the Board.

Motion by Board Member McGrath with a second by Board Member Ogden to approve as presented. Motion passes 4-0.

2. Discuss and Consider Approval of General Manager's Goals & Objectives

Chair Cristina led the discussion of the General Manager's Goals and Objectives highlighting the following (in summary):

1. Identify and ensure compliance with Key Performance Indicators for Safety, Service and Ridership across the Bus Operation, leading by example to promote a culture of safety and operational excellence.
2. Develop and implement safety programs and measures to eliminate accidents, incidents, and injuries involving personnel, vehicles, and facilities.
3. Lead NTMC's employment engagement efforts (including the Operators' labor union), collaborate broadly with legal counsel and DCTA to deliver positive outcomes while ensuring moral and incentive/discipline programs are maintained to drive accountability, accommodations, and performance.
4. Evaluate opportunities, make recommendations, and gain alignment with the Chief Operating Officer (COO) and NTMC Board of Directors to drive improvements and efficiencies in the Bus Operation using emerging technologies and best practices.
5. Develop and manage the annual operating and capital budgets for Bus Operations and Access Services and provide clear data to COO and NTMC Board of Directors of operators available, required and overtime expenditures while providing recommendations and optimization efforts.
6. Evaluate opportunities, make recommendations, and gain alignment with COO and NTMC Board of Directors to drive improvement in the Access, ADA and customer service functions. Cast vision, collaborate with DCTA and lead implementation of improvements across the spectrum of engagement from enrollment to daily operations.

Board discussion regarding adding an additional goal regarding feedback and recommendations to enhance the service's value.

Motion by Board Member McGrath with a second by Board Member Odgen to approve the FY 2023 General Manager Business Goals with the following:

Goal 7: Provide feedback and recommendations to the NTMC Board and COO on ways to enhance the service's value to the public through customer engagement, enhancement of amenities, etc.

Motion passes 4-0.

3. Presentation of the General Manager's Monthly Report

Betram DeSha, General Manager, provided the General Manager's Report highlighting the following:

- Passenger Count
- Passengers Per Hour
- On-Time Performance
- Demand Response – Passenger Count, Passenger Per Hour
- Fleet Metrics – Fleet Status, Road Calls
- Driver/Recruitment Status
- Employee Overtime

Chair Cristina publicly thanked Mr. DeSha for his work since his arrival. The Board echoed Mr. Cristina's sentiments and offered their support to Mr. DeSha.

4. Presentation of the North Texas Mobility Corporation (NTMC) Staff Spotlight

Dispatcher Tina Clark was recognized as NTMC's Staff Spotlight recipient. Ms. Clark has gone above and beyond to uphold NTMC's core values of Accountability, Commitment and Excellence. She has worked daily (including weekends) to fill open work and shuttle relief operators when needed. Ms. Clark continues to keep the Leadership Team informed of all operational challenges. Congratulations to Ms. Clark on her outstanding performance.

FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS

The next NTMC Board Meeting is scheduled for June 7, 2023.

CONVENENE EXECUTIVE SESSION

The Board did not convene into Closed Executive Session.

RECONVENE OPEN SESSION

The Board did not convene into Closed Executive Session.

ADJOURN

Chair Cristina adjourned the meeting at 10:02am.

Paul Cristina, Board Chair

Kisha Morris-Perkins, Board Secretary



North Texas Mobility Corporation
 Statement of Revenue and Expenditures
 Presented for the Period Ended April 30, 2023
 (UNAUDITED)

| | Prior Year Actual | | | FY 2023 - April 30, 2023 | | | | | |
|---------------------------------------|---------------------|---------------------|---------------------|--------------------------|---------------------|---------------------|----------|------------|---|
| | 2020 | 2021 | 2022 | YTD Budget | YTD Actual | Annual Budget | Actual % | Expected % | Notes |
| Operating Expenses | | | | | | | | | |
| Salary, Wages and Benefits | \$ 7,211,423 | \$ 6,028,468 | \$ 5,355,034 | \$ 3,633,089 | \$ 3,190,369 | \$ 6,240,378 | 51.1% | 58.2% | April Note: FY23 YTD Budget has been updated for the Board action at April meeting to reduce budget for vacant positions. |
| Outsourced Services and Charges | 201,117 | 366,444 | 504,702 | 354,443 | 154,902 | \$ 607,445 | 25.5% | 58.3% | A significant portion of the FY23 Budget considered the hire of Temporary Staffing. |
| Materials and Supplies | - | 603 | 940 | 1,152 | 592 | \$ 1,936 | 30.6% | 59.5% | |
| Insurance | 127,872 | 109,898 | 52,044 | 55,776 | 47,891 | \$ 95,592 | 50.1% | 58.3% | |
| Employee Development | 15,015 | 15,051 | 13,949 | 32,285 | 3,372 | \$ 53,260 | 6.3% | 60.6% | |
| Total Operating Expenses | 7,555,428 | 6,520,464 | 5,926,669 | 4,076,745 | 3,397,126 | 6,998,611 | | | |
| Income (Loss) before Transfers | (7,555,428) | (6,520,464) | (5,926,669) | (4,076,745) | (3,397,126) | (6,998,611) | | | |
| Transfers In | 7,555,428 | 6,520,464 | 5,926,669 | 4,076,745 | 3,397,126 | 6,998,611 | | | |
| Total Transfers | \$ 7,555,428 | \$ 6,520,464 | \$ 5,926,669 | \$ 4,076,745 | \$ 3,397,126 | \$ 6,998,611 | | | |