

**North Texas Mobility Corporation (NTMC)**  
**Board of Directors Regular Meeting**  
Thursday, October 19, 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, October 19, 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.

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/88548192776?pwd=n-BVAarpel0-x5pFf2JNZ4jW9Oou-A.jMNRtdqOn0XyOhYa>

Passcode: 562149

Or One tap mobile: +16469313860

Or Telephone: +1 646 931 3860 US

Webinar ID: 885 4819 2776

Passcode: 562149

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 herein.

**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](mailto:kmorris-perkins@dcta.net) no later than 12:00 noon on Wednesday, October 18, 2023, to 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 August 17, 2023  
Backup Information: Exhibit 1: August 17, 2023, Meeting Minutes

### **INFORMATIONAL REPORTS**

None.

### **REGULAR AGENDA**

1. Monthly Financial Statements: FY 2023 Comparison to Prior Years (2020, 2021, 2022)
2. Presentation of the General Manager's Monthly Report
3. Consider Board Meeting dates for November 2023 and December 2023
4. Presentation of the North Texas Mobility Corporation (NTMC) Staff Spotlight:  
August 2023: Thedius "Ann" Govan  
September 2023: Juan Aguilar

### **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:** November 16, 2023

### **CONVENE EXECUTIVE SESSION**

No Executive Session is scheduled for this meeting.

### **RECONVENE OPEN SESSION**

No Executive Session is scheduled for this meeting.

### **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, October 13, 2023, by 5pm.

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

**North Texas Mobility Corporation (NTMC)**  
**Board of Directors Regular Meeting Minutes**  
Thursday, August 17, 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, August 17, 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 9am. All Board Members were present except for Board Member Ogden.

**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 June 15, 2023 and July 20, 2023  
Backup Information: Exhibit 1: June 15, 2023, Meeting Minutes  
Exhibit 2: July 20, 2023, Meeting Minutes

***Motion by Vice-Chair Busche with a second by Board Member McGrath to approve the Consent agenda as presented. Motion passes 3-0.***

## **INFORMATIONAL REPORTS**

There were no Informational Reports presented during this time.

## **REGULAR AGENDA**

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

Sherrelle Evans-Jones, CFO/NTMC Treasurer, presented the Monthly Financial Statements through June 30, 2023, highlighting the following:

- Total Expenses - \$4.19M
- Salary, Wages and Benefits - \$3.95M
- Year To Date Budget - \$4.7M

Ms. Evans-Jones indicated that she was pleased that the actual expenses were less than the budget. No further questions from the Board.

### 2. Presentation of the General Manager's Monthly Report

Bertram DeSha, General Manager, presented the report highlighting the following:

- Safety FY 23 – FTA Reportable Events
- Safety FY 23 – Preventable Events
- FY 22 vs. FY 23 – Fixed Route Ridership
- FT 22 vs. FY 23 – Access Ridership
- Overtime Trend Analysis 2022-2023
- October 2022 – March 2023 – Demand Response On-Time Performance by City
- April 2023 – July 2023 – Demand Response On-Time Performance by City
- July 2023 – Demand Response On-Time Performance by City
- FY 23 UNT – On-Time Performance
- FY 23 Connect – On-Time Performance
- Customer Feedback – Complaints per 100 riders (Most common: Driver conduct, OTP, Station, Shelters, and Bus Stops)
- Recruiting: Bus Operators, Mechanic III (Prescreened, Hired, In-Training, Termed)
- Staffing Vacancies (per April's DCTA/NTMC Organization Chart)
  - CDL Bus Operators: 8
  - Mechanics: 1
- Recruitment Incentives
- Fleet Appearance – Facilities Team cleaning, buffing, polishing exterior and now focusing on the interiors by removing outdated marketing materials.
- August Staff Spotlight: Michael Ellis

Board discussion regarding ADA passenger incident, Highland Village “scooter” concerns, positive acknowledgment of On-Time Performance since the arrival of the General Manager, goal for complaints (7.5), Highland Village traffic concerns, DCTA service offerings in Highland Village, and annual cleaning of fleet.

Board Request: To have conversations surrounding what we should anticipate the productivity among our operators versus how many hours of service on the road and the right balance of operator availability and overtime.

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

The August Staff Spotlight recipient is Michael Ellis.

**FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS**

- It was the consensus of the Board to hold the next NTMC Board Meeting on October 19, 2023.
- Board Request: To receive the NTMC Board Meeting presentation slides before the Board Meeting. Staff indicated the Board will receive the presentation slides a week before the Board Meeting.

**CONVENE EXECUTIVE SESSION**

The Board convened into Closed Executive Session at 9:41am.

**RECONVENE OPEN SESSION**

The Board reconvened into Open Session at 10:19am with no action taken.

**ADJOURN**

Motion by Board Member McGrath with a second by Vice-Chair Busche to adjourn the meeting at 10:19am. Motion passed 3-0.

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Paul A. Cristina  
Board Chair

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Kisha Morris-Perkins  
Board Secretary



**North Texas Mobility Corporation**  
 Statement of Revenue and Expenditures  
 Presented for the Period Ended August 31, 2023  
 (UNAUDITED)

	Prior Year Actual			FY 2023 - August 31, 2023					
	2020	2021	2022	YTD Budget	YTD Actual	Annual Budget	Actual %	Expected %	Notes
<b>Operating Expenses</b>									
Salary, Wages and Benefits	\$ 7,211,423	\$ 6,028,468	\$ 5,355,034	\$ 5,666,783	\$ 4,882,136	\$ 6,241,126	78.2%	90.8%	Actual expenditures continue to trend behind the adjusted budgeted amount.
Outsourced Services and Charges	201,117	366,444	504,702	556,424	218,350	607,445	35.9%	91.6%	A significant portion of the FY23 Budget considered the hire of Temporary Staffing which has not been used.
Materials and Supplies	-	603	940	1,786	1,262	1,936	65.2%	92.3%	
Insurance	127,872	109,898	52,044	87,648	72,859	95,592	76.2%	91.7%	
Employee Development	15,015	15,051	13,949	49,665	4,643	53,260	8.7%	93.3%	
<b>Total Operating Expenses</b>	<b>7,555,428</b>	<b>6,520,464</b>	<b>5,926,669</b>	<b>6,362,306</b>	<b>5,179,250</b>	<b>6,999,359</b>			
<b>Income (Loss) before Transfers</b>	<b>(7,555,428)</b>	<b>(6,520,464)</b>	<b>(5,926,669)</b>	<b>(6,362,306)</b>	<b>(5,179,250)</b>	<b>(6,999,359)</b>			
Transfers In	7,555,428	6,520,464	5,926,669	6,362,306	5,179,250	6,999,359			
<b>Total Transfers</b>	<b>\$ 7,555,428</b>	<b>\$ 6,520,464</b>	<b>\$ 5,926,669</b>	<b>\$ 6,362,306</b>	<b>\$ 5,179,250</b>	<b>\$ 6,999,359</b>			