

**North Texas Mobility Corporation (NTMC)**  
**Board of Directors Regular Meeting**  
Thursday, March 7, 2024 | 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, March 7, 2024, 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/89205935442?pwd=93guuxwIMKBrugMpG7HIYFhugP4Arw.YtzBlwYcvyjF-g00>

Passcode: 310217

Or One tap mobile: +13462487799

Or Telephone: +1 346 248 7799 US

Webinar ID: 892 0593 5442

Passcode: 310217

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, March 6, 2024 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 January 24, 2024 & February 15, 2024

Backup Information:           Exhibit 1: January 24, 2024 Meeting Minutes  
  Exhibit 2: February 15, 2024 Meeting Minutes

## **INFORMATIONAL REPORTS**

None.

## **REGULAR AGENDA**

No items scheduled for this agenda.

## **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:** April 18, 2024

## **CONVENE EXECUTIVE SESSION**

Pursuant to Section 551.071(2) of the Texas Government Code, the Board of Directors will convene into Closed Executive Session to Consult with General Counsel regarding the Collective Bargaining Agreement with the Amalgamated Transit Union.

## **RECONVENE OPEN SESSION**

Action as a result of Executive Session.

## **ADJOURN**

### **BOARD MEMBERS**

Paul Cristina, Chair  
Fred Busche, Vice Chair  
Gina McGrath  
Cassandra 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, March 1, 2024, 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**  
Wednesday, January 24, 2024 | 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 Wednesday, January 24, 2024, 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.

**INTRODUCTIONS**

The following staff introductions were made during this time:

Lisa Taylor, Interim General Manager  
Austin Frith Vice-President, Planning and Development  
Jackie Bronson, Director of Human Resources  
Cameron Springer, Human Resources Manager (NTMC)

**PUBLIC COMMENT**

No public comments during this time.

## CONSENT AGENDA

1. Consider Approval of Regular Meeting Minutes dated October 19, 2023  
Backup Information: Exhibit 1: October 19, 2023 Meeting Minutes

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

## 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 Statement of Revenue and Expenditures through September 30, 2023, highlighting that the actual expenditures continue to trend behind the adjusted budgeted amount and that a significant portion of the FY 23 budget considered the hire of temporary staffing which has not been utilized.

- Year to Date Actual - \$5.57M
- Year to Date Budget - \$6.99M

Board discussion on whether the trend of under budget was expected. The Board also commended staff on their continued efforts to successfully move more people while focusing on recruiting.

2. Presentation of the General Manager's Monthly Report

Lisa Taylor, Interim General Manager, presented the General Manager's Report highlighting the following:

- Safety – FY24 FTA Reportable Events
- Safety – FY24 – Preventable Events (December – zero preventable events)
- FY23 vs FY24 – Fixed Route Ridership
- FY23 vs FY24 – Connect Ridership
- FY23 vs FY24 – UNT Route Ridership
- FY23 vs FY24 – Access Ridership
- Overtime Trend Analysis 2022-2024
- October 2023 – December 2023 – Demand Response On-Time Performance by City
- FY24 – UNT On-Time Performance – Quarter 1 (October 2023-December 2023)

- FY24 - Connect On-Time Performance – Quarter 1 (October 2023-December 2023)
- Customer Feedback – Complaints per 10K riders (FY24-Quarter 1)
- Staffing Vacancies (CDL Bus Operators (6), Mechanics (1), Operations Manager (1))
- Recruitment Efforts

Board discussion regarding employee vacancies, the possible reasons for the turnover and the areas of specialty.

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

The following employees received recognition for the month of October 2023 through December 2023:

October 2023 - Kylun Martin (Operator)

November 2023 - Yolanda Harris (Mobility Services Representative)

December 2023 - Bobby Yard (Fleet Manager)

Board discussion regarding recognition items received by employees. Staff stated that recognized employees receive a certificate, gift card and digital display.

**FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS**

None at this time. The next Regular Board Meeting is scheduled for February 15, 2024.

**CONVENE EXECUTIVE SESSION**

The Board convened into Closed Executive Session to discuss the items listed below at 9:29am.

Pursuant to Section 551.071(2) of the Texas Government Code, the Board of Directors will convene into Closed Executive Session to Consult with general counsel regarding the Collective Bargaining Agreement with the Amalgamated Transit Union.

Pursuant to Section 551.072 (Personnel Matters) of the Texas Government Code, the Board of Directors will convene into Closed Executive Session to deliberate the employment, evaluation, reassignment, duties, discipline of the position of General Manager.

**RECONVENE OPEN SESSION**

The Board reconvened from Executive Session at 10:26am with no action taken.

**ADJOURN**

Motion by Board Member Ogden with a second by Vice-Chair Busche to adjourn the meeting at 10:26am. Motion passes 4-0.

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Paul A. Cristina  
NTMC Board Chair

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Kisha Morris-Perkins  
NTMC Board Secretary

## **North Texas Mobility Corporation (NTMC)**

### **Board of Directors Regular Meeting Minutes**

Thursday, February 15, 2024 | 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, February 15, 2024, 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 9:04am. All Board Members were present.

Note: There were audio and visual challenges during this meeting. All Board Members were present for the duration of the meeting. To address the challenges, the Board convened into Closed Executive Session at 9:06am. The Board reconvened in Open Session at 10:15am and conducted the meeting in Open Session for the duration of the meeting according to the agenda as presented.

#### **INTRODUCTIONS**

There were no introductions during this time.

#### **PUBLIC COMMENT**

There were no public comments during this time.

#### **CONSENT AGENDA**

There were no items for consideration at this time.



## **INFORMATIONAL REPORTS**

There were no Informational Items at this time.

## **REGULAR AGENDA**

### 1. Monthly Financial Statements: FY 2024 Comparison to Prior Years (2021, 2022, 2023)

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

- Salary, Wages and Benefits
- Outsourced Services and Charges
- NTMC expenses Actual vs Budget

Board discussion regarding clarification of outsourced services, advertising & legal fees, and insurance.

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

Lisa Taylor, Interim General Manager, presented the General Manager's Report highlighting the following:

- Safety – FY24 – FTA Reportable Events
- Safety – FY24 Preventable Events (January – Zero preventable events)
- FY23 vs FY24 – Fixed Route Ridership
- FY23 vs FY24 – Connect Ridership
- FY23 vs FY24 – UNT Route Ridership
- FY23 vs FY24 – Access Ridership
- Overtime Trend Analysis 2022-2024
- October 2023 – January 2024 – Demand Response On-Time Performance by City
- FY24 UNT On-Time Performance – Quarter 1 (October 2023-January 2024)
- FY 24 Connect On-Time Performance – Quarter 1 (October 2023-January 2024)
- Customer Feedback – Complaints per 10K Riders
- Staffing Vacancies (General Manager (1), Operations Manager (1), CDL Bus Operators (6), Mechanics (1))
- Recruiting Efforts

Board discussion regarding including Connect ridership growth (percentages) and on-time performance challenges faced in Lewisville.

Staff also discussed the potential reallocation of buses that will assist in the challenges faced with on-time performance. The Board also expressed gratitude to Ms. Taylor for her leadership in the Interim General Manager role.

**FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS**

Vice-Chair Busche expressed a desire to work with the DCTA Chief Executive Officer on exploring ideas for increased communication between the NTMC and DCTA Boards. The next Board of Directors meeting is scheduled for March 7, 2024.

**CONVENE EXECUTIVE SESSION**

The Board of Directors convened into Closed Executive Session at 9:06am to discuss the following:

Pursuant to Section 551.071(2) of the Texas Government Code, the Board of Directors will convene into Closed Executive Session to Consult with General Counsel regarding the Collective Bargaining Agreement with the Amalgamated Transit Union.

**RECONVENE OPEN SESSION**

The Board of Directors reconvened from Executive Session to Open Session at 10:15am with no action taken.

**ADJOURN**

With no further business discussed, the meeting was adjourned at 10:30am.

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Paul A. Cristina  
NTMC Board Chair

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Kisha Morris-Perkins  
NTMC Board Secretary