

NTMC BOARD OF DIRECTORS REGULAR MEETING MINUTES

Wednesday, July 28, 2021 | 8:00 am

CALL TO ORDER

Chair Ueckert called the meeting to order at 8:04am. All Board Members were present constituting a quorum. Note: Board Member Hensley departed the meeting at 9:00am.

PUBLIC COMMENT

There were no public comments received in advance via email or by utilizing the electronic "raise hand" function during this meeting.

1. CONSENT AGENDA

- a. Consider Approval of Minutes: June 23, 2021 – NTMC Regular Board Meeting

Motion by Board Member Hensley with a second by Vice-Chair Hayes to approve as presented. Motion passes 5-0.

2. INFORMATIONAL REPORTS

- a. Monthly Financial Statements: FY2021 Year to Date June 2021
- b. DCTA Bus Ridership Report June 2021

Board discussion regarding ridership comparisons, CDC recommendations as it relates to the Delta Variant virus, and University of North Texas (UNT) Fall semester on-campus plans.

No Board action required at this time.

3. REGULAR AGENDA

- a. Discuss and consider NTMC Officer Positions
Presenters: NTMC Officers
Backup Information: N/A

The Board had a healthy discussion surrounding the NTMC Officer position vacancies specifically noting the resignations of Nicole Recker, NTMC President; Marisa Perry, NTMC Treasurer and Kristina Holcomb, NTMC Secretary. In addition, conversations were also held regarding the opportunity for NTMC to become more independent, clarification of NTMC Secretary role, clarification the emailed notification regarding Officer resignations, and the possibility of needing interim contractual assistance.

Chair Uekert advised the Board that he spoke with John Hendrickson of the Hendrickson Transportation Group, LLC, to provide assistance during this period and suggested that Mr. Hendrickson be appointed as the Interim NTMC President.

According to Legal Counsel, there were no legal concerns regarding the Treasurer and Secretary positions to remain vacant for the next 30 days.

It was the consensus of the Board to have NTMC General Manager RJ Garza, CEO Raymond Suarez and John Hendrickson meet to discuss the structure of NTMC Officers in preparation of NTMC Treasurer and NTMC Secretary appointments during the August 25, 2021 NTMC Board Meeting.

Motion by Vice-Chair Hayes with a second by Board Member Combs to appoint John Hendrickson to serve as Interim NTMC President. Motion passes 5-0.

b. Discussion of DCTA Service Updates & Recent Inbound Communications

Presenters: Nicole Recker, NTMC President
RJ Garza, General Manager

Backup Information: Exhibit 1 - Amalgamated Transit Union: Open Employer Disaster Response Letter dated July 9, 2021
Exhibit 2 - Amalgamated Transit Union: Response to DCTA's proposed GoZone service

NTMC President Nicole Recker updated the Board on the following:

- GoZone approvals as approved by the DCTA on July 22, 2021
- NTMC Bids
- NTMC Staffing Concerns (related to DCTA service)
- Bus Operator Recruitment (Focus)

General Manager RJ Garza discussed the challenges of operator retention (perceived instability of company, CDL licenses, etc.) noting active and inactive positions.

Board discussions regarding having a “Plan B” by coordinating conversations with University of North Texas (UNT) staff regarding Fall semester on-campus plans, transitioning times, recruitment (to include advertising at the City of Denton, City of Lewisville, and City of Highland Village) and looking at service reductions in low ridership areas.

No Board action required at this time.

- c. Consider authorizing the North Texas Mobility Corporation (NTMC) President to execute and adopt the amended Amalgamated Transit Union (ATU) National 401(k) Pension Plan.

Presenter(s): RJ Garza, General Manager

Backup Information: Memo

Exhibit 1 – ATU National 401(k) Pension Plan

General Manager RJ Garza presented on the following: Item 3c, Item 3d, and Item 3e.

Motion by Vice-Chair Hayes with a second by Board Member Hensley to approve as presented. Motion passes 5-0.

- d. Consider authorizing the North Texas Mobility Corporation (NTMC) President to execute the amended Non-Operator 401(k) Plan effective October 1, 2021, and further authorizing the President to execute other necessary documents for such 401(k) Plan.

Presenter(s): RJ Garza, General Manager

Backup Information: Memo

Exhibit 1 – Amended Non-Operator 401(k) Plan

Exhibit 2 – Adopting Resolution

Exhibit 3 – Hardship Amendment

Exhibit 4 – Loan Policy

Exhibit 5 – Qualified Domestic Relations Order (QDRO) Procedure

Exhibit 6 – Trust Agreement

General Manager RJ Garza presented on the following: Item 3c, Item 3d, and Item 3e.

Motion by Vice-Chair Hayes with a second by Board Member Hensley to approve as presented. Motion passes 5-0.

- e. Consider authorizing the North Texas Mobility Corporation (NTMC) President to execute the agreement between NTMC and National Benefit Services, LLC (NBS) to provide a 401(k) Plan available for NTMC Operators effective October 1, 2021.

Presenter: RJ Garza, General Manager

Backup Information: Memo

Exhibit 1 – NBS Operator 401(k) Authorization Document and Service Agreement

General Manager RJ Garza presented on the following: Item 3c, Item 3d, and Item 3e.

Motion by Vice-Chair Hayes with a second by Board Member Hensley to approve as presented. Motion passes 5-0.

- f. Consider authorizing the North Texas Mobility Corporation (NTMC) President to execute the BenefitScape contract for NTMC's 2021 Affordable Care Act (ACA) Annual Data Collection and Internal Revenue Service Reporting.

Presenter: RJ Garza, General Manager

Backup Information: Memo

Exhibit 1 – BenefitScape ACA Compliance & Reporting Proposal

General Manager RJ Garza provided the presentation to the Board.

Motion by Board Member Suarez with a second by Board Member Combs to approve as presented. Motion passes 4-0. Board Member Hensley was absent for the vote.

- g. Presentation of General Manager's Monthly Report

Presenter(s): RJ Garza, General Manager

Louise Francois, Assistant General Manager

Backup Information: Exhibit 1 – General Manager Report

Exhibit 2 – June 2021 Staffing Roster Report

Exhibit 3 – June 2021 Deposit Report
Exhibit 4 – NTMC COVID-19 Policy Update

General Manager RJ Garza presented the General Manager's Report highlighting the following:

- 401(k)
- Recruiting
- Preparations for Upcoming Bid
- Launch date for vehicles
- Vacancies
- Updated COVID-19 policy

No Board action required at this time.

- h. NTMC Staff Spotlight – George Watson, Customer Service Team Member
Presenter: RJ Garza, General Manager

Congratulations were expressed to George Watson, Customer Service Team Member, as being the recipient of the July Staff Spotlight.

Mr. Watson was described as dedicated, passionate, willing to listen, having an upbeat personality and one who provides excellent customer service.

4. CONVENE EXECUTIVE SESSION

The Board may convene the Regular Board Meeting into Closed Executive Session for the following:

- a. The Board reserves the right to go 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.

No scheduled Executive Session for this agenda. The Board did not convene into Executive Session.

5. RECONVENE OPEN SESSION

Reconvene and Take Necessary Action on Items Discussed during Executive Session.

The Board did not convene into Executive Session; therefore, did not require to reconvene into Open Session.

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

NTMC Officers may discuss proposed future agenda items. Board members may discuss details of future meetings and request an item(s) to be added to the next Board meeting agenda.

Chair Uekert indicated that he will be visiting with John Hendrickson regarding the NTMC Officer positions and will ask that he send out updates as appropriate. The Officer positions are scheduled for confirmation during the August 25, 2021 NTMC Regular Board Meeting.

Board Member Combs expressed his gratitude to Kristina Holcomb, Nicole Recker and Marisa Perry for all their efforts as NTMC Officers and wished them well on their future endeavors. Chair Ueckert concurred with his sentiments.

7. **ADJOURN**

Motion by Board Member Combs with a second by Vice-Chair Hayes to adjourn the meeting. Motion passes 4-0. The meeting was adjourned at 9:11am.



Dean Ueckert, Chair

ATTEST:



Kristina Holcomb, NTMC Secretary