

## NTMC BOARD OF DIRECTORS REGULAR MEETING

Wednesday, June 22, 2022 | 8:00 am

NOTICE IS HEREBY GIVEN that the members of the North Texas Mobility Corporation (NTMC) Board of Directors will hold a Regular Called Meeting at 8:00am 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 participate in a Board Meeting. To join the meeting, please use the information below:

Join the Webinar:

<https://us06web.zoom.us/j/83959598901>

Passcode: 356484

Or One tap mobile: US: +1-346-248-7799

Or Telephone: Dial (for higher quality, dial a number based on your current location):

US: +1 346 248 7799

Webinar ID: 839 5959 8901

Passcode: 356484

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 the 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.

Any person who wishes to address the Board of Directors regarding any item(s) may do so by either completing a Request to Speak Card located in the DCTA Administrative Offices prior to the meeting or if participating virtually, by utilizing the "raise hand" function ensuring when called upon your camera is turned on and your name displayed.

Citizens that are not able to connect to the Zoom meeting must email his or her public comment to [sspell@ntmc.com](mailto:sspell@ntmc.com) no later than 12:00 pm on Tuesday, June 21, 2022, to ensure the comment will be read.

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.

1. **CONSENT AGENDA**

- a. Consider Approval of Minutes:  
May 25, 2022 – NTMC Regular Board Meeting

2. **INFORMATIONAL REPORTS**

- a. Monthly Financial Statements: FY 2022 Year to Date May 2022

3. **REGULAR AGENDA**

- a. Presentation of General Manager's Monthly Report

Presenters: Maurice Pearl, General Manager  
Louise Francois, Assistant General Manager

*Backup Information:* Exhibit 1 – General Manager's Report  
Talking Points: NTMC Positions  
National Transit Database  
Service Metrics  
Ticket Sales  
Passenger Vignettes  
NTMC Standard Operating Procedures  
Development (SOP)  
Exhibit 2 – May 2022 Ticket Sales/ Daily Report  
Exhibit 3 – May 2022 Staffing Roster Report

- b. North Texas Mobility Corporation (NTMC) and Bus Operations Overview and Discussion
- c. Discussion of North Texas Mobility Corporation (NTMC) Proposed Fiscal Year (FY) 2023 Operating Budget
- d. Presentation of NTMC Staff Spotlight – Brittney Hartfield (ADA Scheduler)

Presenters:

Maurice Pearl, General Manager  
Renee' Noland, Mobility Assistant

4. **CONVENE EXECUTIVE SESSION**

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

5. **RECONVENE OPEN SESSION**

Reconvene and Take Necessary Action on Items Discussed during Executive 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. **Next Board Meeting Date:** July 27, 2022

7. **ADJOURN**

**BOARD MEMBERS:**

Dean Ueckert, Chair  
Richard Hayes, Vice Chair  
David Gaines, Paul Cristina

**OFFICERS:**

John Hendrickson, Interim NTMC President  
Scott Lewis, NTMC Treasurer  
Sean Spell, NTMC Secretary

**CERTIFICATE** – I certify that the above agenda giving notice of 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 17, 2022 by 6:00pm.

*Sean T. Spell*

---

Sean T. Spell  
NTMC Board Secretary

## NTMC BOARD OF DIRECTORS REGULAR MEETING MINUTES

Wednesday, May 25, 2022 | 8:00 am

### ATTENDANCE

#### **Board Members**

Chair Dean Ueckert

Vice-Chair Richard Hayes – Virtual

Board Member Paul Cristina

Board Member David Gaines

#### **Officers**

Interim NTMC President John Hendrickson

NTMC Treasurer – Scott Lewis

NTMC Secretary – Sean T. Spell

#### **Legal Counsel**

Joseph J. Gorfida, Jr.,

Nichols, Jackson, Dillard, Haggard, & Smith

### CALL TO ORDER

Chair Ueckert called the meeting order at 8:00am. Vice-Chair Hays attended virtually, Board Member Cristina and Board Member Gaines attended in-person.

### PUBLIC COMMENT

There were no public comments during this time.

#### 1. CONSENT AGENDA

- a. Consider approval of Minutes: NTMC Regular Board Meeting – April 27, 2022

*Motioned by Vice-Chair Hayes and second by Board Member Gaines  
Motion passed.*

Chair Ueckert pulled consent agenda item (b) so it could be discussed with the new Board Members. Mr. Pearl explained to the Board Members that the budget revision was for vaccination pay (COVID-19). Mr. Pearl explained how it worked for the employees with paid time for vaccinations and boosters as well as if they were to become ill with COVID. Mr. Pearl also stated that this revision was bargained with the ATU before his arrival. The funds were approved at DCTA Board Meeting in April 2022.

Vice-Chair Hayes asked if we had a similar cost in last year's budget and how much was used? Mr. Pearl deferred to Ms. Springer to answer Vice-Chair Hayes questions. Ms. Springer explained that they did not have it in place for COVID leave or vaccination pay last year. She stated the revision did not take effect until January 25, 2022. The information Vice-Chair requested wasn't readily available and she will contact DCTA for those numbers. Ms. Springer was able to provide a response to Vice-Chair Hayes.

Board Member Christina asked if the employees would be retro paid if they took COVID leave in the past and Ms. Springer replied by stating that the revision started January 25, 2022, and employees wouldn't be able to apply for back pay. Board Member Christina also asked how many requests she currently had and who is the approving authority? Ms. Springer replied, she didn't have anyone at that time and that she (HR) is the approving authority. Board Member Gaines asked Mr. Pearl if he felt that he would need these funds for next years budget? Mr. Pearl stated it wasn't in the budget for next year, however the vaccination pay request did include a few months in the 2023 budget year and was approved by the DCTA Board in April 2022. Chair Ueckert moved for a motion on consent agenda item (b).

*Motioned by Board Member Gaines and second by Vice-Chair Hayes  
Motion passed.*

## 2. INFORMATIONAL REPORTS

### a. Monthly Financial Statements: FY 2022 Year to Date April 2022

Chair Ueckert briefly went over with the Informational Report with the new Board Members. After going over the report, Chair Ueckert asked if they had any questions. If so, ask them at this time.

### 3. REGULAR AGENDA

- a. Presentation of General Manager's Monthly Report  
Presenter(s): Maurice Pearl, General Manager  
Louise Francois, Assistant General Manager

*Backup Information:* Memo

Exhibit 1: General Manager's Report

Talking Points Included: 2022 Summer Service Schedule

NTMC Positions

National Transit Database

Service Metrics

Ticket Sales

Public Transportation Quick Facts

Wellness Committee

Passenger Vignettes

Exhibit 2 – April 2022 Ticket Sales/ Daily Report

Exhibit 3 – April 2022 Staffing Roster Report

Mr. Pearl provided information on the UNT summer service schedule which started May 15, 2022. No major Connect service adjustments were noted and Access service levels remain consistently the same.

Mr. Pearl briefed the Board on six (6) new hires over the past three weeks. Now Mr. Pearl is focusing on short term goals of hiring a Customer Service Manager and Custodian. Then moving on to hire a full complement of Bus Operators by August 2022. Mr. Pearl applauded the hiring team and all managers involved for their hard work getting new employees in and trained appropriately.

Mr. Pearl gave the Board Members an overview of the National Transit Database. He explained what it is used for and the information that it provides. At the next board meeting he will provide some additional data for the Board Members to look over and how we compare to other transit agencies.

Mr. Pearl provided Board Members with information on the current Service Metrics. Ridership was provided for all services under the NTMC umbrella and was compared with last year's numbers. Ridership is showing an increase across the board. Chair Ueckert liked the presentation while adding this is something that has been needed and the Board appreciates the information. The Chair also asked Mr. Pearl if he will put the information into a graph format, this way they can see if there is a variance.

Board Member Gaines also asked Mr. Pearl to go back at least two (2) years for the UNT ridership numbers since the COVID numbers were so different. On-Time Performance has made a slight increase and is a work in progress. The operations department has been working hard to ensure that all routes are leaving out on time as well as the supervisors ensuring services are running smoothly along the routes with minimal delays.

Board Member Christina asked if the driver shortage is having an impact on our on-time performance? Mr. Pearl ensured Board Member Christina that our service doesn't stop because of operator shortages. He also informed Board Christina that since the new driver's bid we have mitigated when staff member's drive. Mr. Pearl ask the Board Secretary Mr. Spell to further explain. Mr. Spell stated that all NTMC staff members are fully licensed for all the vehicles and that allows us not to miss runs for any reason. Board Member Christina thank everyone for their hard work but, wondered if the additional operators were still needed. Mr. Pearl stated the twelve (12) slots still needed to be filled. This would them an extraboard, which covers operators that call-out. Chair Ueckert acknowledged the challenges that the company is going through and applauds the effort that they are putting toward the service. Chair Ueckert also requested of Mr. Pearl to apply that data to the graphs as well.

The overtime percentage had gone up during this period Mr. Pearl reported. Board Member Christina asked, how much was put in the budget for overtime? Mr. Pearl differed the question to Ms. Springer who said she believes it was roughly between 5% and 8%. Board Member Christina said it would be a good idea to benchmark this to see which way it's trending toward the budget. Board Member Gaines also agreed with Board Member Christina on the matter.

Mr. Pearl then proceeded to discuss April accidents stating that we had two (2) preventable collisions and two (2) non-preventable collisions. Mr. Pearl also



informed the Board next month he will start showing year-to-date collision information in graph form. Board Member Christina ask if Mr. Pearl could start adding the FTA data on accidents as it would be report to NTD. Mr. Pearl said he would. Mr. Pearl went over the ticket sales numbers with the Board. No questions were asked on the report. Mr. Pearl then went over some public transit facts that showed how community with access to public transit faired vs areas without access. It also shows community growth due to public transit (all modes).

The meeting had some technical difficulties while trying to play the passenger Vignettes. Chair Ueckert moved onto the NTMC Staff Spotlight. Once the sound was fixed, the vignettes were viewed by the Board Members. Chair Ueckert thanked Mr. Pearl for going out in the community and speaking with the riders. He also asked if there were comment boxes on the vehicles or at the DDTC. Mr. Pearl said he was unsure if we have them but, he would investigate it. Mr. Pearl also said, in the past DCTA had ambassadors that would ride the system and get feed back from the riders. Chair Ueckert moved to adjourn the meeting.

*Motioned by Vice-Chair Hayes and second by Board Member Christina  
Motion passed.*

- b. Presentation of NTMC Staff Spotlight – Jason Hausenfluck (Mechanic IV)

Presenters: Maurice Pearl, General Manager  
James Salzman, NTMC/ DCTA Maintenance Manager

NTMC Staff Spotlight highlighted Mr. Jason Hausenfluck (Mechanic IV). Mr. Salzman spoke very highly of Mr. Hausenfluck. He stated how reliable he is and dedicated to the department. He also stated the important role he played in the last winter event we had. Chair Ueckert and the other Board Member praised Mr. Hausenfluck for his dedication, service and professionalism.

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 June 22, 2022.

7. **ADJOURN**

Board Meeting was adjourned at 8:50 am.

---

Dean Ueckert, Chair

---

Sean T. Spell  
NTMC Board Secretary





## NORTH TEXAS MOBILITY CORPORATION

### STATEMENT OF NET POSITION AS OF MAY 31, 2022 (UNAUDITED)

	<u>May 31, 2022</u>	<u>April 30, 2022</u>	<u>Change</u>
<b>Assets</b>			
Cash & Cash Equivalents	\$ 254,578	\$ 252,679	\$ 1,899
Receivables	-	-	-
Prepaid Expenses	27,927	34,908	(6,982)
<b>Total Assets</b>	<u>282,505</u>	<u>287,587</u>	<u>(5,082)</u>
<b>Liabilities</b>			
Accounts Payable	-	-	-
Accrued Liabilities and Other	282,505	287,587	(5,082)
<b>Total Liabilities</b>	<u>282,505</u>	<u>287,587</u>	<u>(5,082)</u>
<b>Net Position</b>			
Change in Net Position	-	-	-
<b>Total Net Position</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**DENTON COUNTY TRANSPORTATION AUTHORITY**

**DAILY DEPOSIT DETAILS**

May 2022

Detailed Daily Report Date	FB Revenue				Pos Revenue				
	Date	Cash	Check	Daily Total	Date	Cash	Check	Credit Card	Daily Total
Sunday	5/1/2022	\$ -	\$ -	\$ -	5/1/2022	\$ -	\$ -	\$ -	\$ -
EB - UPD 5.23.22	5/2/2022	\$ 233.43	\$ -	\$ 233.43	5/2/2022	\$ 124.50	\$ -	\$ -	\$ 124.50
EB	5/3/2022	\$ 179.91	\$ 120.00	\$ 299.91	5/3/2022	\$ 38.50	\$ -	\$ 37.50	\$ 76.00
EB	5/4/2022	\$ 296.68	\$ 90.00	\$ 386.68	5/4/2022	\$ 16.50	\$ -	\$ -	\$ 16.50
EB	5/5/2022	\$ 164.61	\$ 60.00	\$ 224.61	5/5/2022	\$ 27.00	\$ -	\$ 31.50	\$ 58.50
EB	5/6/2022	\$ 195.00	\$ -	\$ 195.00	5/6/2022	\$ 42.00	\$ -	\$ 243.00	\$ 285.00
EB	5/7/2022	\$ 40.88	\$ -	\$ 40.88	5/7/2022	\$ -	\$ -	\$ -	\$ -
Sunday	5/8/2022	\$ -	\$ -	\$ -	5/8/2022	\$ -	\$ -	\$ -	\$ -
EB	5/9/2022	\$ 196.65	\$ 90.00	\$ 286.65	5/9/2022	\$ 818.75	\$ -	\$ 54.00	\$ 872.75
EB	5/10/2022	\$ 163.96	\$ -	\$ 163.96	5/10/2022	\$ 39.00	\$ -	\$ 12.00	\$ 51.00
EB	5/11/2022	\$ 307.63	\$ 60.00	\$ 367.63	5/11/2022	\$ 12.75	\$ -	\$ 3.00	\$ 15.75
EB	5/12/2022	\$ 147.20	\$ -	\$ 147.20	5/12/2022	\$ 16.50	\$ -	\$ 144.00	\$ 160.50
5/19/2022	5/13/2022	\$ 257.00	\$ 30.00	\$ 287.00	5/13/2022	\$ 51.00	\$ -	\$ 54.00	\$ 105.00
5/19/2022	5/14/2022	\$ 102.00	\$ 3.00	\$ 105.00	5/14/2022	\$ -	\$ -	\$ -	\$ -
Sunday	5/15/2022	\$ -	\$ -	\$ -	5/15/2022	\$ -	\$ -	\$ -	\$ -
5/19/2022 - UPD 6.2.22	5/16/2022	\$ 254.65	\$ 90.00	\$ 344.65	5/16/2022	\$ 13.50	\$ -	\$ 27.00	\$ 40.50
5/19/2022	5/17/2022	\$ 235.92	\$ 150.00	\$ 385.92	5/17/2022	\$ 9.75	\$ -	\$ 75.00	\$ 84.75
5/20/2022	5/18/2022	\$ 181.43	\$ 3.00	\$ 184.43	5/18/2022	\$ 36.75	\$ -	\$ 48.75	\$ 85.50
5/25/2022	5/19/2022	\$ 114.89	\$ 60.00	\$ 174.89	5/19/2022	\$ 15.75	\$ -	\$ 177.00	\$ 192.75
5/25/2022	5/20/2022	\$ 143.01	\$ -	\$ 143.01	5/20/2022	\$ 60.00	\$ -	\$ 72.00	\$ 132.00
5/25/2022	5/21/2022	\$ 54.01	\$ -	\$ 54.01	5/21/2022	\$ -	\$ -	\$ -	\$ -
Sunday	5/22/2022	\$ -	\$ -	\$ -	5/22/2022	\$ -	\$ -	\$ -	\$ -
5/25/2022	5/23/2022	\$ 148.48	\$ 60.00	\$ 208.48	5/23/2022	\$ 37.25	\$ -	\$ 332.75	\$ 370.00
6/1/2022	5/24/2022	\$ 68.17	\$ 30.00	\$ 98.17	5/24/2022	\$ 18.00	\$ -	\$ 3.00	\$ 21.00
6/1/2022	5/25/2022	\$ 191.01	\$ 180.00	\$ 371.01	5/25/2022	\$ -	\$ -	\$ 459.00	\$ 459.00
6/1/2022	5/26/2022	\$ 130.09	\$ -	\$ 130.09	5/26/2022	\$ 6.00	\$ -	\$ 3.75	\$ 9.75
6/1/2020	5/27/2022	\$ 184.40	\$ 30.00	\$ 214.40	5/27/2022	\$ 15.00	\$ -	\$ 6.75	\$ 21.75
6/1/2022	5/28/2022	\$ 96.40	\$ -	\$ 96.40	5/28/2022	\$ -	\$ -	\$ -	\$ -
Sunday	5/29/2022	\$ -	\$ -	\$ -	5/29/2022	\$ -	\$ -	\$ -	\$ -
Memorial Day	5/30/2022	\$ -	\$ -	\$ -	5/30/2022	\$ -	\$ -	\$ -	\$ -
6/1/2022	5/31/2022	\$ 139.66	\$ 60.00	\$ 199.66	5/31/2022	\$ -	\$ -	\$ 24.00	\$ 24.00
	Total	\$ 4,227.07	\$ 1,116.00	\$ 5,343.07	Total	\$ 1,398.50	\$ -	\$ 1,808.00	\$ 3,206.50









# ORGANIZATIONAL CHART

VACANCIES

Operators- 13

Parts Coordinator - 1

