

NTMC BOARD OF DIRECTORS REGULAR MEETING

Wednesday, March 2, 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.

Effective September 1, 2021, the public is allowed to use the ZOOM link below to participate in a Board Meeting; however, audio-only is no longer allowed; therefore, full-video will be required when speaking to the Board. To join the meeting, please use the information below:

Join the Webinar:

<https://us06web.zoom.us/j/83242514740>

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: 832 4251 4740

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 no later than 12:00 pm on Tuesday, March 1, 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**
2. **INFORMATIONAL REPORTS**
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
Exhibit 2 – January 2022 Ticket Sales/ Daily Report
Exhibit 3 – January 2022 Staffing Roster Report

- a. Discuss and Consider Approval of the COVID Leave & Vaccination Pay Agreement

Presenters: Maurice Pearl, General Manager
Cameron Springer, Human Resource Manager

Backup Information: Agreement
Exhibit A – COVID Leave & Vaccination Pay Agreement
Exhibit B – COVID Cost Spreadsheet Operators
Exhibit C- COVID Cost Spreadsheet Hourly Employees

- b. Presentation of NTMC Staff Spotlight – Dan Skinner (Access Driver)

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

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:** March 23, 2022

7. **ADJOURN**

BOARD MEMBERS:

Dean Ueckert, Chair
Richard Hayes, Vice Chair
Don Combs, Sara Hensley, Raymond Suarez

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, February 25, 2022 by 5:00pm.

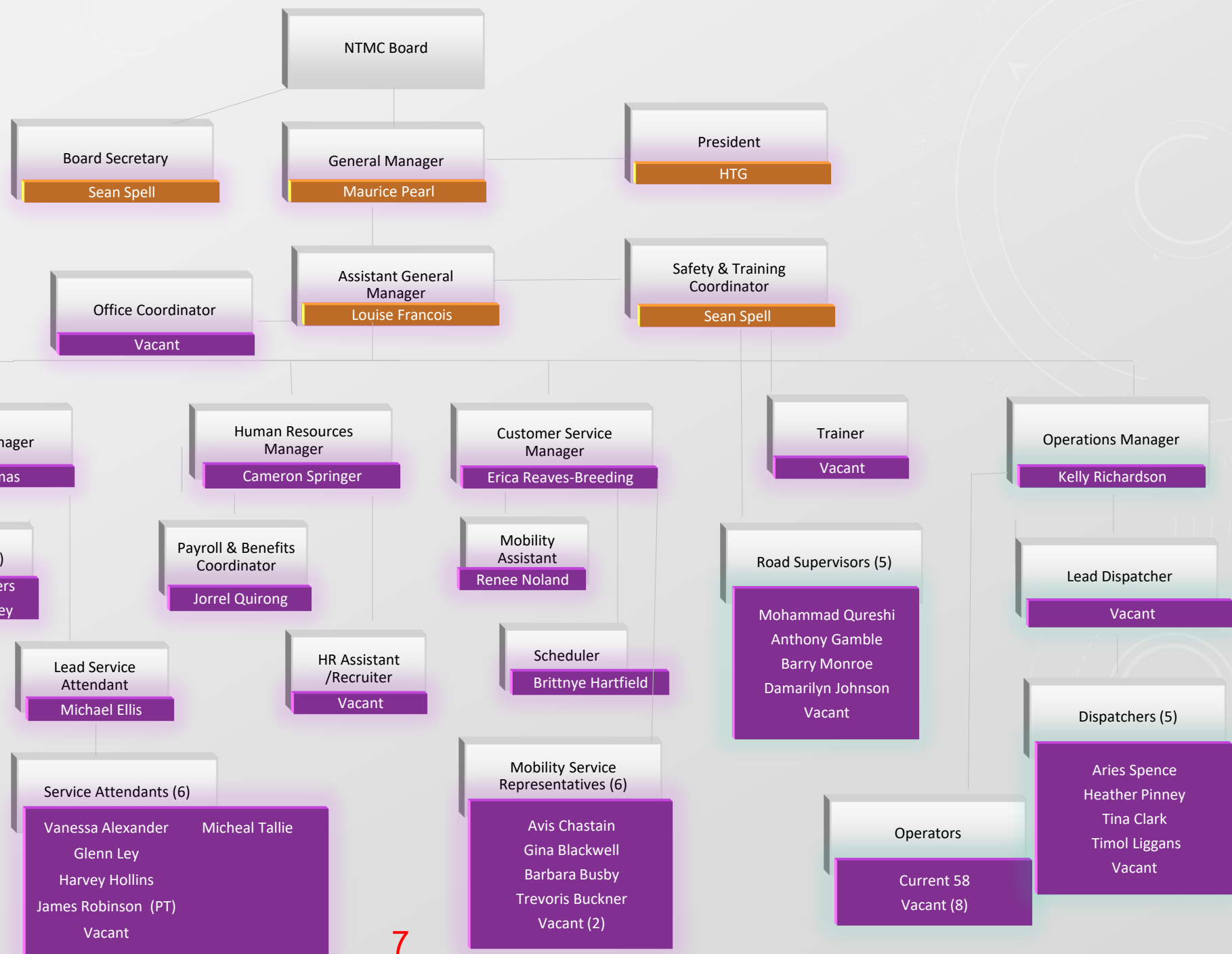
Sean T. Spell

Sean T. Spell
NTMC Board Secretary

ORGANIZATIONAL CHART

VACANCIES

- Mechanic II- 1
- Office Coordinator- 1
- Service Attendant- 1
- Road Supervisor- 1
- Lead Dispatcher- 1
- Dispatcher- 1
- Mobility Service Representative- 2
- Trainer- 1
- HR Assistant / Recruiter- 1
- Operators- 8



MEMO

To: NTMC Board of Directors

From: Maurice Pearl, General Manager

CC: John Hendrickson, President; Scott Lewis, Treasurer; Sean Spell, Secretary; and Louise Francois, AGM.

Date: February 3, 2022

Subject: Discuss and consider Operator & Hourly Employee COVID Leave & Vaccination Pay

BACKGROUND:

On January 25, 2022, North Texas Mobility Corporation (NTMC) met with the Amalgamated Transit Union (ATU) Local 1338 to discuss Operator COVID Leave and Vaccination Pay. NTMC and the ATU have reached a tentative agreement. As per the agreement, the eligibility dates will go into effect as of January 25, 2022, and expire on December 31, 2022. NTMC would also like to consider hourly employees, and they would be required to follow the same requirements as operators.

COVID Leave & Vaccination Pay:

COVID Leave- Vaccinated Operators in revenue service will be eligible for up to 40 hours of COVID Leave for COVID reasons with proper documentation as follows:

- Quarantine or Isolation period should the vaccinated operator test positive or is seeking testing due to experiencing symptoms
- Recovery time from vaccinations should the Operator experience side effects
- Care for a dependent/child under 18 whose school or care facility is closed wholly or partially, or the dependent is required to quarantine.

Vaccination Pay- Operators will be eligible for up to 8 hours of pay for vaccinations and boosters

- Two hours of base pay rate per vaccine/booster up to 8 hours total as long as the vaccination is not scheduled on work time.
- Operators will receive two hours at base pay for vaccines/boosters in the event they take it during a company on-site scheduled vaccination/booster clinic



NTMC FINANCIAL IMPACT:

Operators:

COVID Leave is calculated at the base rate of pay multiplied by 40 hours

Vaccination Pay is calculated at the base rate of pay multiplied by 8 hours

Total COVID Leave Operator Cost	\$52,157.20
Total Vaccination Hours Cost	\$10,431.44
Total Estimated Cost	\$62,588.64

Vaccinated / Unvaccinated (Operators)	
Fully Vaccinated	38
Unvaccinated	16
Partially Vaccinated	3

Total Cost for FY2022 & FY2023 Year

FY2022 Budget Per Quarter (3 quarters)	\$20,862.88
FY2023 Budget (1 Quarter)	\$15,647.16

Hourly Employees:

COVID Leave is calculated at the base rate of pay multiplied by 40 hours

Vaccination Pay is calculated at the base rate of pay multiplied by 8 hours

Total COVID Leave Hourly EE Cost	\$26,644.86
Total Vaccination Hours Cost	\$5,328.97
Total Estimated Cost	\$31,973.84

Vaccinated / Unvaccinated (Hourly)	
Fully Vaccinated	21
Unvaccinated	12
Partially Vaccinated	0

Total Cost for FY2022 & FY2023 Year

FY2022 Budget Per Quarter (3 quarters)	\$10,657.95
FY2023 Budget (1 Quarter)	\$7,993.46

Recommendation:

NTMC Staff recommends approval of COVID-19 leave pay and vaccination shot pay, pending DCTA Board approval and transfer of funds to NTMC budget.

If you have any questions, don't hesitate to contact me.

Department	Number of FT EE's	in Pay Rate	April (CBA) Pay Rate	COVID Leave Hours	Estimated COVID Leave Cost	Vaccination Hours	Total Vaccination Hours Cost
Bus Operations	5		\$16.07	40	\$3,214.00	8	\$642.80
Bus Operations	2		\$17.26	40	\$1,380.80	8	\$276.16
Bus Operations	10		\$17.68	40	\$7,072.00	8	\$1,414.40
Bus Operations	1		\$18.22	40	\$728.80	8	\$145.76
Bus Operations	1		\$18.33	40	\$733.20	8	\$146.64
Bus Operations	4		\$18.86	40	\$3,017.60	8	\$603.52
Bus Operations	3		\$19.94	40	\$2,392.80	8	\$478.56
Bus Operations	39		\$21.55	40	\$33,618.00	8	\$6,723.60
					\$52,157.20		\$10,431.44

Total COVID Leave Operator Cost	\$52,157.20
Total Vaccination Hours Cost	\$10,431.44
Total Estimated Cost	\$62,588.64

FY2022 Budget Per Quarter (3 quarters) \$20,862.88 *NTMC is currently 33 days into Q2 and estimated cost is factored into calculations as 3 quarters*
FY2023 Budget (first quarter only) \$15,647.16

COVID Leave & Vaccination Pay is only tentatively negotiated for 2022 Calendar Year

Vaccinated / Unvaccinated (Operators)	
Fully Vaccinated	38
Unvaccinated	16
Partially Vaccinated	3

**totals are subject to change due to EE's turning in vaccination documentation & totals are only counted for*

Department	Number of FT EE's in Department	Number of FT EE's w/ 3% Increase Pay Rate	COVID Leave Hours	Estimated COVID Leave Pay	Vaccination Hours	Estimated Vaccination Cost		
Administration		1		\$18.54	40	\$741.60	8	\$148.32
Customer Service		7		\$114.31	40	\$4,572.38	8	\$914.48
Maintenance		17		\$336.41	40	\$13,456.33	8	\$2,691.27
Supervisor/Dispatch		11		\$196.86	40	\$7,874.56	8	\$1,574.91
						\$26,644.86		\$5,328.97

Total COVID Leave Hourly EE Cost	\$26,644.86
Total Vaccination Hours Cost	\$5,328.97
Total Estimated Cost	\$31,973.84

FY2022 Budget Per Quarter (3 quarters) \$10,657.95 *NTMC is currently 33 days into Q2 and estimated cost is factored into calculations as 3 quarters*
FY2023 Budget Per Quarter (first quarter only) \$7,993.46

* Staff COVID Leave & Vaccination Pay would only be active for 2022 Calendar Year*

Vaccinated / Unvaccinated (Hourly)	
Fully Vaccinated	21
Unvaccinated	12
Partially Vaccinated	0

**totals are subject to change due to EE's turning in vaccination documentation & totals are only counted for FT Hourly EE's only*

Thank
You



Dan Skinner
Access Driver

Dan has been employed with the company since July 2008. In this time, Dan has become a valuable member of our team. He is very dedicated, works very hard, has a positive attitude and compassion to serve others. Dan has been working on Access (ADA) routes for several years, and our passengers are delighted to see him.