

# Board of Trustees

Annual Meeting  
April 25, 2023



# Agenda

- Call to Order
- Roll Call
  - Attendance by Other Means/Virtual – Roll Call Vote
- Receive nominations for the following officers:
  - Chair
  - Vice-Chair
  - Secretary
- Close Nominations
- Election of Officers – Roll Call Vote
- Adjournment – Roll Call Vote

# Board of Trustees

Regular Session  
April 25, 2023



# Mission Statement

- Connect Transit provides safe, reliable transportation and access to opportunity to strengthen and enrich individual lives, our community, the economy, and the environment.

# Agenda

- Call to Order
- Roll Call
  - Attendance by Other Means/Virtual – Roll Call Vote
- Pledge of Allegiance and Mission Statement
- Public Comments

# Consent Agenda

- Approval of March 28, 2023, Strategic Plan Informational Session Minutes
- Approval of March 28, 2023, Regular Session Minutes
- Approval of Financial Information for March 2023
- Monthly Statistical Reports for March 2023
- Cardinal Infrastructure Federal Report
- Cornerstone – Illinois Weekly Update
- Roll Call Vote

# New Business

- Recommendation for Financial Auditing Services – Roll Call Vote
- Recommendation for Federal Lobbying Services – Roll Call Vote
- Recommendation for Sapphire Route Realignment – Roll Call Vote
- Recommendation for FY24 Budget – Roll Call Vote
- Return to Weekend Service – Informational
- Managers on Board – Informational
- **Chairman's Report**

# General Manager's Report Community

○ It's official!



- 10 Bus Bays
- Climate Controlled Waiting Area
- Benches
- Trash Receptacles
- Bike Storage & Amenities
- Customer Service & Reception Area
- Public Restrooms
- Vending Machines
- Secured Employee Breakroom
- Remote Server Room
- Security Office
- Conference Room
- 5,700 SF Available Lease Space
- Minimum 350 Parking Spaces
- Elevator & ADA Access to Parking Structure
- Public EV Charging
- Rideshare Drop Off Location
- ADA Drop Off Location

# General Manager's Report Community

## Outreach

- IPTA/TFIC Legislative Day in Springfield
- HCC Electric Vehicle Spotlight
- Marketing Intern Senior Expo
- Interview w/ISU TV10
- CT Job Fair
- HCC Transition Fair
- Sapphire Realignment Input Sessions
  - Two in Normal
  - Two in Bloomington
  - One on Sapphire Route – All Trips
- Messaging Consultant Input Sessions
  - Non-profits
  - College students
  - Limited mobility



# General Manager's Report

## Employee Development

- Maintenance Foreman – Chris Sharkey, and Mechanics – Brett Kinsley, Zeke Marquez, John Crago, Billy Basham, and Dustin Nalley completed a two-day Thermo King A/C training.
  - Chris Sharkey will also be certified as our in-house trainer, which will allow him to give the training to other employees that were not present for the training, as well as any new employees.
- Justin Allen, Safety and Training Coordinator, has completed FEMA EMI Course IS-1300: Introduction to Continuity of Operations. This course was conducted online and aids students in understanding the definition of Continuity, the importance of Continuity Planning, and understanding the key elements of a continuity program.

# General Manager's Report

## Employee Development

### ○ Bus Operator Training

- Class 2302 started with seven trainees. We have four who are now solo Bus Operators.
- Class 2303 started with four trainees. We have three that have completed their CDL testing and started Route Familiarization Training on April 20, 2023. RFT should be completed by May 5, 2023.

- Maintenance personnel are receiving training for Forklift Certification. Training is conducted on-site through online and hands-on instruction and evaluation. This training is required for new Mechanics and Service Technicians.

# General Manager's Report Recruiting

## ○ Positions Filled

- HR/Payroll Administrator (1)

## ○ Positions Open

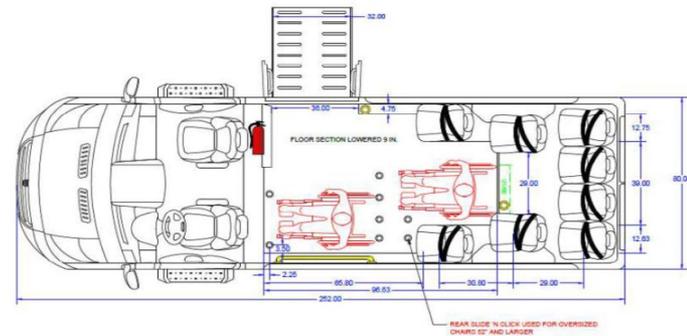
- Bus Operator (10)
- Customer Service Rep. (1)
- Purchasing Agent (1)
- Service Technician (2)
- Scheduler (1)



# General Manager's Report Upcoming

## Vehicle Procurement Special Meeting Request

- Microtransit – Five (5) New



- Connect Mobility – Three (3) Used



# Agenda

- Executive Session – N/A
- Trustee Comments
- Adjournment
  - Roll Call Vote
- Next Meeting: May 23, 2023

