Central Indiana Regional Transportation Authority (CIRTA)

August 13, 2024, 9:00am

Community Health Pavilion Washington

7910 E. Washington Street, Suite 310

Indianapolis, IN 46219

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| --- | --- | --- | --- |
| **Board Members Present:** | | **Board Members Not Present** | **CIRTA Staff Present** |
| Destiny Wells (v) | Jerry Bridges | Linda Sanders | Amanda Meyer |
| Larry Hesson | Andrew Klineman | Cam Starnes | Sebastian Caicedo |
| Greg Henneke  Ron Deer | Ann Sheidler  Don Adams (v) | Christine Altman | Sarah Troutman |
| Mike Goralski |  |  |  |
| Robert Waggoner  Kyleen Swackhamer |  |  |  |
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The board meeting was called to order at 9:01 am by J. Bridges.

A Meyer took roll call and ensured a quorum was present.

**Resolution #2024-08-13-01– Adoption of Consent Agenda**

*G. Henneke made a motion to accept the consent agenda items. L. Hesson seconded. Roll call was taken.*

*Ron Deer- yea*

*Greg Henneke-yea*

*Robert Waggoner-yea*

*Jerry Bridges-yea*

*Andrew Klineman -yea*

*Ann Sheidler-yea*

*Kyleen Swackhamer-yea*

*Destiny Wells-yea*

*Mike Goralski-yea*

*Larry Hesson-yea*

*Don Adams-yea*

*No opposition, the motion was carried.*

**Resolution #2024-08-13-02 – Resolution to Approve American Structurepoint Invoice**

*A Klineman made a motion to approve resolution to approve the American Structurepoint invoice, R. Deer seconded. Roll call was taken.*

*Ron Deer- yea*

*Greg Henneke-abstain*

*Robert Waggoner-yea*

*Jerry Bridges-yea*

*Andrew Klineman -yea*

*Ann Sheidler-yea*

*Kyleen Swackhamer-yea*

*Destiny Wells-yea*

*Mike Goralski-yea*

*Larry Hesson-yea*

*Don Adams-yea*

*No opposition, the motion was carried.*

**Resolution #2024-08-13-03 – Resolution to Approve Contract for Ridesharing Software and Service**

* CIRTA recommends TripSpark.
* Current provider.
* Dedicated CRM and School Pool at no additional cost.
* The contract will be for one year at $39,245.00.

*R. Deer made a motion to approve resolution to approve the contract for ridesharing software and service, A. Sheidler seconded. Roll call was taken.*

*Ron Deer- yea*

*Greg Henneke-yea*

*Robert Waggoner-yea*

*Jerry Bridges-yea*

*Andrew Klineman -yea*

*Ann Sheidler-yea*

*Kyleen Swackhamer-yea*

*Destiny Wells-yea*

*Mike Goralski-yea*

*Larry Hesson-yea*

*Don Adams-yea*

*No opposition, the motion was carried.*

**Resolution #2024-08-13-04 – Resolution to Approve Updates to Employee/Associate Handbook**

* Changes for nonexempt employees.
* Must take comp time in the week of the event. The week runs Saturday – Friday.
* Old rules stated time must be taken in the same pay period.
* If unable to comp in the same week, the employee would get paid overtime. Schedules are planned to account for comp time.

*L. Hesson made a motion to approve resolution to approve the updates to the employee/associate handbook, R. Waggoner seconded. Roll call was taken.*

*Ron Deer- yea*

*Greg Henneke-yea*

*Robert Waggoner-yea*

*Jerry Bridges-yea*

*Andrew Klineman -yea*

*Ann Sheidler-yea*

*Kyleen Swackhamer-yea*

*Destiny Wells-yea*

*Mike Goralski-yea*

*Larry Hesson-yea*

*Don Adams-yea*

*No opposition, the motion was carried.*

**Resolution #2024-08-13-05 – Resolution to Approve Contract Extension for Vanpool Services**

* Enterprise is the only vanpool provider in our area.
* The contract will allow CIRTA to partner with Commute with Enterprise for vanpool services.

*G. Henneke made a motion to approve resolution to approve the updates to the employee/associate handbook, M. Goralski seconded. Roll call was taken.*

*Ron Deer- yea*

*Greg Henneke-yea*

*Robert Waggoner-yea*

*Jerry Bridges-yea*

*Andrew Klineman -yea*

*Ann Sheidler-yea*

*Kyleen Swackhamer-yea*

*Destiny Wells-yea*

*Mike Goralski-yea*

*Larry Hesson-yea*

*Don Adams-yea*

*No opposition, the motion was carried.*

**Resolution #2024-08-13-06 – Resolution to Approve Contract Extension for Workforce Connectors**

* New service will begin January 2, 2025.
* This contract will extend Royal Transportation services from December 6th (when the current contract ends) to the end of December 2024.
* RFP for Connector service will go live August 16th through the Indy Star and on the CIRTA website.
* There will be a preproposal meeting held virtually on August 22nd for interested parties.
* Bids will be due virtually on September 13, 2024.
* Bids will be reviewed by a recommendation committee that will include J. Gebhard, A. Meyer, L. Hesson, a representative from the Plainfield EID Board, and a representative from the Whitestown EID Board between September 13th – 26th.
* Recommendations will be brought to the CIRTA Board at the October Board Meeting.
* There are no equipment requirements.
* This RFP will be a qualification-based proposal not cost based.

*R. Waggoner made a motion to approve resolution to approve the contract extension for Workforce Connectors, M. Goralski seconded. Roll call was taken.*

*Ron Deer- yea*

*Greg Henneke-yea*

*Robert Waggoner-yea*

*Jerry Bridges-yea*

*Andrew Klineman -yea*

*Ann Sheidler-yea*

*Kyleen Swackhamer-yea*

*Destiny Wells-yea*

*Mike Goralski-yea*

*Larry Hesson-yea*

*Don Adams-yea*

*No opposition, the motion was carried.*

**Legislative Update**

* The legislative team met with the Committee of Board Members (decided at the June 11, 2024, Board Meeting) to start working on CIRTA items and came up with 4 points. The legislative team will work with legislators on these four points and will meet again after Labor Day.
  1. 5310 Funding
  2. Mobility Management Best Practices
  3. Dedicated Funding for CIRTA
  4. Changes to expand the EID language
* August 27th will be the first meeting for county highway funding – Funding Indiana for a Stronger, Safer Tomorrow.
* Road funding will be the big issue for the next session.
* The Committee is identifying CIRTA allies and champions. This could include the ARP, Indiana Realtors, Home Builders, and IndyGo to help them understand what transit means in the individual communities, and for livelihoods, workforce issues, and economic development issues.

The Board asked if our legislative team can or would work with IndyGo lobbyists and they can and do.

**Mobility Management/Executive Update**

* The Workforce Connector RFP is moving along as laid out above.
* A. Meyer attended both the Plainfield and Whitestown EID meetings last week. Plainfield has added a bike rack to their Workforce Connector and Whitestown will add it once the new contract goes into effect.
* J. Gebhard and A. Meyer attended this year’s ACT conference in Denver and CIRTA was recognized as the Midwest Chapter’s Organization of the Year and A. Meyer was recognized as the Midwest Chapter’s Rising Star.
* Surveys that are part of the Strategic Plan are being developed. These surveys will be for the Workforce Connector riders, Employers, and carpool riders.
* J. Gebhard is working on the 2025 budget. The draft will be presented at the October board meeting.
* J. Gebhard has dedicated time in September to meet with stakeholders and the legislative team.
* The Plainfield Workforce Connector had 1,065 riders in June and 1,001 in July, Whitestown had 559 riders in June and 597 in July.
* CIRTA has 16 cross-county trip requests in June and July.
* County Connect continues to work on regionalized options for easy of cross counties trips.
* County Connect is finalizing the pilot program between Hamilton County and Hancock County. The tentative start date will be January 2025. The TAC will meet today.
* My Freedom Program trips totaled 75 in June and 90 in July.

The Board wanted to congratulate CIRTA and A. Meyer on the ACT awards and suggested it get put on our website.

**Commuter Connect Update**

* 350 new commuters bringing the total to 12,220 commuters in the database.
* Hosted over 44 information tables at employers since the last meeting.
* Future tabling’s will include IU Methodist, Eskenazi Health, Citizen’s Energy, and Indiana Department of Corrections.
* Community Events attended included IndyGo Transit Center tabling’s, Indiana Statehouse Café, Indiana Black Expo Health Fair, Familia Fest, and Community Back to School Night at the Hancock County Fairgrounds.
* The Leadership Team has been involved with the Excel Center, TWI Taskforce Roundtable, Easter Seals Crossroads, the Indianapolis Mayor’s Council Resources, and Indiana Latino Roundtable.
* Upcoming events include Old Settler’s Fair, Wellness in Transit, Community Resource Fair through Big Brothers Big Sisters of Central Indiana, Community Night Out, Riley Festival, and Live at the Amphitheater.
* There are 10 vanpools.
* 12 Bike Buddy matches since the 2024 kickoff in May.
* CIRTA has 10 schools participating in School Pool for the 24/25 school year, up from 5.
* 7,974 new users to the website in June & July.
* 21,104 web views.
* 87% of commuters are active for matching (goal is 65%).
* CIRTA worked with their marketing agency to create a one pager for outreach to aid with outreach efforts.
* Car Free Day is September 19th at Spark Monument Circle from 7-9 am and 11-1 pm.

There was a short discussion on the correlation between the higher website views and the increased numbers in CIRTA’s carpool database and how this can be used as a datapoint for our legislative team.

**Adjournment**

*The motion was made to adjourn the meeting by G. Henneke and seconded by L. Hesson at 10:10 am.*

*All in attendance agreed.*