

MEETING MINUTES
CARTS Board of Directors
Thursday, July 31, 2014
9:30 am

Board Members Present		Staff Present	
X	Present	X	Present
X	Commissioner Bubba Snowden, Bastrop County	X	David Marsh
	Commissioner Paul Granberg, Blanco County		Pearl Jackson
X	Commissioner Ronny Hibler, Burnet County	X	Lyle Nelson
X	Commissioner Neto Madrigal, Caldwell County	X	Kristi Urkuski
X	Commissioner Linda Kovar, Lee County	X	Edna Johnson
X	Commissioner James Kubecka, Fayette County		
	Commissioner Debbie Ingalsbe, Hays County		
X	Commissioner Ron Morrison, Williamson County		
	Commissioner Margaret Gomez, Travis County		
X	Edith Moreida, Travis County (Proxy)	GUESTS	
X	City of San Marcos Representative, Kim Porterfield	Oscar Hairell, City of San Marcos Vanessa Owens, TxDOT	

Call to Order

Commissioner Hibler affirmed a quorum and called the Thursday, July 31, 2014 meeting of the CARTS Board of Directors to order at 9:30 am. Recorded absent were Commissioner Granberg and Commissioner Ingalsbe.

Financial Reports

Commissioner Hibler requested any comments or corrections to the CARTS financial reports.

After discussion, the following motion was made:

To approve and adopt the financial reports as presented by CARTS' staff
 (Moved by Moreida, second by Porterfield; unanimously approved)

Consideration/Approval of Minutes from Board Meetings held Thursday, June 4, 2014.

Commissioner Hibler requested any comments, additions or corrections to the minutes of the last meeting.

After discussion, the following motion was made:

To approve and adopt the minutes of the Board Meeting held Thursday, June 4, 2014.
(Moved by Moreida, second by Morrison; the motion was approved with (2) abstaining, Porterfield and Madrigal)

Election of Officers

Mr. Marsh stated it was time for the annual election of officers, terms will expire July 2015.

After discussion, the following motion was made:

To elect the current slate of officers to another term.
(Moved by Kovar, second by Morrison; unanimously approved)

Consideration/Action regarding Title VI for San Marcos Urban Operations

Mr. Marsh revisited the San Marcos Transit Title VI Program, which was previously approved in April 2013. He noted FTA had reviewed the program and found deficiencies. Mr. Marsh presented a revised version of the Title VI Program for review noting all of the additions and changes were made.

After discussion, the following motion was made:

To approve and adopt the Title VI Program Policy in compliance with FTA and US DOT regulations and requirements and to incorporate the policy in CARTS operations, activities and personnel policies as applicable.
(Moved by Kovar, second by Madrigal; unanimously approved)

Consideration/Action regarding entering into a provider contract with Logisticare Solutions, LLC for providing transportation services for assigned medical transportation trips in the CARTS District and selected jurisdictions.

Mr. Marsh discussed meetings held with Logisticare and emphasized the preference to operate within the boundaries of CARTS District, considering those customers are our responsibility. Mr. Marsh presented a letter which was sent to Logisticare in reference to negotiations, our guide and the parameters under which discussions continued. He also enclosed a manual which will be required to be followed for service provided under this contract.

After discussion, the following motion was made:

To provide authorization to the General Manager to negotiate and execute a contract with Logisticare Solutions, LLC for providing transportation services for assigned medical transportation services in the CARTS District and selected jurisdictions.

(Moved by Kovar, second by Madrigal; unanimously approved)

Reports/Actions as required on TxDOT Contracts, Projects or Grant Agreements

Ms. Urkuski reviewed the July 31, 2014, Contracts and Funding Summary Addendum. She provided an updated chart and discussed all open contracts.

Update on CARTS and its Region 7 consortium proposing to provide services pursuant to issuance of HHSC RFP No. 529-15-0002 for Non-Emergency Medical Transportation Services

Mr. Marsh informed there were several meetings conducted with HHSC representatives for the Region 7 consortium. He noted the final response from HHSC determined Logisticare Solutions, LLC was the winning proposer and the procurement was done properly.

Report/Update on the transition plan for August 31, 2014, termination of CARTS Transportation Service Area 12 Medical Transportation Services contract, discussion of close-out and reductions in staffing assigned to contract.

Mr. Marsh presented the contract termination notice and list of positions being reduced. He anticipated issuing the reduction in force letters August 1, 2014. Mr. Marsh did state if negotiations were successful with the broker those employees necessary to fulfill that agreement would be re-hired, or retained, based on seniority, qualifications, assignment location and past performance.

Update regarding application to the Federal Transit Administration (FTA) for US DOT Tiger Grant VI Discretionary Grant Program to complete all phases of the Tucker Hill Lane Project.

Mr. Marsh stated this was a very competitive program, with less than 5% of proposals submitted being funded. He indicated that we expect that awards will be announced in September.

Report on applications to CAMPO and/or local governments for available STP-MM funds for CARTS capital projects

Mr. Marsh discussed the six proposals presented to CAMPO call for projects under the STP-MM program for FY15-19. He noted the six as being for San Marcos FR Buses, Interurban Express Buses, expand the Bastrop Park-N-Ride, Country Buses, Interurban regional buses and to construct a bus plaza on Fifth St.

Report on CARTS Interurban Express routes to Texas State University and CARTS request for capital funding transfer from Texas State to CARTS for bus purchases, discussion and action as required

Mr. Marsh has requested funding of \$3.2M be re-assigned to CARTS so we can meet the demand on the IH35 corridor due to the Interurban service lacking sufficient capacity to handle peak hours. Mr. Marsh will continue to work towards a resolution.

Update on the CARTS San Marcos Urban Operations, Edna Johnson, Director Urban Operations

Ms. Johnson provided an update on urban operations in San Marcos enclosed reports for review.

Report/update on transit advisory committee for urban operations in San Marcos, Edna Johnson, Director of Urban Operations

Ms. Johnson discussed the first meeting of the TAC for Urban Operations covering introductions, an overview of CARTS and the San Marcos Transit Plan being presented to the San Marcos Council on August 19th. She noted the second meeting approved the by-laws and held a conversation for the positions of chair and vice-chair. She also noted there could not be a vote until all members were present. Ms. Johnson stated the officers would be elected at the next meeting, September 19, 2014.

Report/Update regarding the Regional Transportation Coordination Council (RTCC)

Mr. Lyle Nelson attended a workshop titled "Identifying Connections: Putting Solutions to Work". Mr. Nelson stated the panel focused on three distinct topics: social services, economic development of education and workforce and working examples. He provided an overview of the proceedings.

Other items as presented for discussion / information

Mr. Marsh welcomed any items for discussion from Board members to be slated for future agendas

Mr. Marsh discussed attending a Travis County Commissioners Court meeting as a resource on dealing with Capital Metro and the services provided to Travis County. He presented concern with the confusion by the Capital Metro Project Connect and the issue of the public impression of Capital Metro being the only service in town. Mr. Marsh did state he will be working with Metro and local officials to clarify the role of CARTS, its jurisdiction and responsibilities and to encourage Metro to take a more definitive approach to identifying its constraints and better identify the services intended for their service area. Mr. Marsh

presented a map outlining the transit providers in the urbanized area and those areas that include the CARTS District within Travis County.

Mr. Marsh stated next month's meeting will be for the consideration and adoption of the CARTS FY15 Budget.

Adjournment and set next meeting date and location

Commissioner Hibler indicated the next meeting will be scheduled for Thursday, August 21st, 2014 at 9:30 a.m.

The following motion was made:

To adjourn the July 31, 2014 meeting and to set the next meeting date to Thursday, August 21, 2014.

(Moved by Madrigal, second by Porterfield; unanimously approved)

Executive Session: The CARTS Board may adjourn into Executive Session to consider any item listed on this agenda if a matter is raised that is appropriate for Executive Session discussion. An announcement will be made of the basis for the Executive Session discussion. The CARTS Board may also publicly discuss any item listed on the agenda for Executive Session.