



**SAGINAW TRANSIT AUTHORITY REGIONAL SERVICES
BOARD MEETING AGENDA**

Monday, June 25th, 2018

12:00 P.M.

Call to Order

Chairman Carl Ruth called the meeting to order at 12:00 P.M.

Roll Call

Zachery Lach conducted roll call

Present: Chairman Carl Ruth, Ms. Karen Courneya (Late), Ms. Dorothy Allen, Ms. Blanche Clark, Mr. Dean Emerson, Ms. Diana Gutierrez (Late), Mr. Neil Phelps

Absent: Mr. Dennis Browning, Mrs. Nita Williams

Staff: Mr. Glenn Steffens, Ms. Lauren Pavlowski, Mr. Bryan Trapp, Zachery Lach, Vince DeLosSantos, Joann Johnson-West, Jamie Forbes

Comments from the Public

None

Part I: Board Action Items:

A. Approval of Agenda, June 25th, 2018

Mr. Dean Emerson moved, supported by Ms. Dorothy Allen, to approve the June 25th, 2018 agenda; motion approved unanimously.

B. Approval of the May Board and Committee Meeting Minutes

- *Planning Committee Minutes- 05/14/18 - No Quorum*
- *Personnel & Policy Committee Minutes- 05/14/18 - No Quorum*
- *Finance Committee Minutes- 05/21/18*
- *Regular Board Minutes- 05/21/18*

Ms. Blanche Clark move, supported by Ms. Dorothy Allen, to approve May Board and Committee Meeting Minutes; motion approved unanimously.

C. Committee Reports

- *Planning and Governmental Affairs Committee*
(1) **Update from Committee Chair-** No update due to not having a quorum.

- *Personnel/Policy Committee*
(2) **Update from Committee Chair-** Ms. Karen Courneya said the committee has been busy reviewing the Policy Handbook, and reminded all the board members that they will be reviewing the Board Members By-Laws in August,
- *Finance Committee*
(3) NO MEETING

D. Executive Director Report

- Mr. Glenn Steffens brought up that STARS will be having a public hearing on June 25th, 2018 to discuss the use of funds left from the 5339 Capital Grant. Mr. Steffens stated that STARS will be using the funds for construction projects, phone system and a floor sweeper for the maintenance department. Also, Mr. Steffens said that STARS will be holding a yearly service standard meeting for the public starting either July or August of 2018.
- 2018 FTA Triennial Draft Report

Mr. Glenn Steffens went into detail about the draft report issued to STARS regarding the recent FTA Triennial Review. STARS had 16 findings, in which Mr. Steffens said that STARS either took care of them when the reviewers were on site or have submitted paperwork taking care of many of the findings. Ms. Blanche Clark asked when the due dates for the submission of corrections, and Mr. Glenn Steffens said that most are due by August 16th, 2018. Then Ms. Blanche Clark asked what the takeaways from the reviewers were, and Mr. Steffens said they seemed upbeat from his observation.

Mr. Neil Phelps moved, supported by Ms. Blanche Clark, to receive and file the Executive Director's Report; motion was approved unanimously.

Comments from Board Members

- Ms. Karen Courneya said that she believes a lot of the findings comes from the climate of the transit industry. She then said good job and she is proud of the work STARS has done.
- Ms. Diana Gutierrez said STARS has done a wonderful job.
- Mr. Neil Phelps stated that he was happy with the results of the review.
- Ms. Blanche "Kudos to STARS"
- Ms. Dorothy Allen said keep up the good work.

Adjournment

A motion was made by Mr. Cornelius Phelps, supported by Ms. Blanche Clark, to adjourn the meeting. Chairman Ruth adjourned the meeting at 12:31 P.M.

Signed:

(Signature)

Dorothy Allen, STARS Board Secretary

(Date)