



## SAGINAW TRANSIT AUTHORITY REGIONAL SERVICES BOARD OF DIRECTORS REGULAR MEETING MINUTES

**Monday – November 27, 2023**  
**STARS Board Room (615 Johnson St.)**

**12:00 PM**

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### CALL TO ORDER

Ms. Kathy Miller called the meeting to order at 12:23 PM.

### ROLL CALL

*Members Present: Ms. Kathy Miller, Ms. Evelyn McGovern, Ms. Diana Gutierrez, Ms. Vickie Dillon, Mr. Floyd Kloc, Mr. Carl Ruth, Mr. Michael Hanley*

*Members Absent: Dr. Michael Gavin*

### EXCUSE ABSENT MEMBERS

*Mr. Ruth motioned to excuse Dr. Gavins absence. Mr. Hanley seconded the motion. Motion carried.*

### PUBLIC COMMENTS

*Ms. Shelly Williams, who is one of our riders, asked the members of the Board to consider consistency for the community when making decisions, like the recent consolidation of the routes during non-peak hours. She mentioned this directly affecting someone in our community who is a wheelchair user. Ms. Williams said that the route changes affect peoples daily lives, and emphasized how much the community relies on STARS. She stated that using STARS transportation is not a want, it is a large need for many people in Saginaw.*

### APPROVAL OF AGENDA

*Mr. Kloc moved to approve the agenda as is, which was supported by Mr. Ruth. Motion carried.*

### APPROVAL OF MINUTES

*Mr. Ruth moved to approve the meeting minutes for the October 23, 2023 Board of Directors meeting. Mr. Hanley and Mr. Kloc both supported this. Movement carried.*

### PERSONNEL COMMITTEE MEETING UPDATE

*Before updating members on Personnel, Mr. Steffens quickly introduced Mr. Adam Aldrige, the new RTW Project manager, and Ms. Candance Stuart, the new RTW Mobility coordinator, to the board. He stated that this is their first day at STARS, and we are expecting positive changes at RTW as they settle into their new positions.*

#### *Strategic Planning Work Plan*

*Mr. Ruth motioned to receive and file, which was seconded by Mr. Hanley. Ms. Miller mentioned that this is a living document, so there is no need for a motion. Mr. Steffens and staff put this document together, and this work plan will change as needed while we work to achieve the goals laid out by the strategic plan.*

#### *Recommendation on New Committee Members and Makeup*

*The Personnel Committee recommends we disband the Personnel Committee, and the Planning and Governmental Affairs Committee. Ms. Miller motioned to disband these committees, which was supported by Mr. Ruth. Motion carried.*

*Ms. Miller and Mr. Steffens recommend we replace the disbanded committees with three new committees: the Awareness & Engagement Committee, the Resources & Operations Committee, and the Innovative Service Offerings Committee.*

*Mr. Steffens explained per the poll Board Members participated in, the new committee makeup would be:*

*Finance Committee – Mr. Kloc – Chair, Mr. Ruth, Ms. Gutierrez*

*Awareness & Engagement Committee – Ms. McGovern – Chair, Dr. Gavin, Empty Board Member Spot*

*Resources & Operations Committee – Mr. Hanley – Chair, Ms. Dillon, Mr. Ruth*

*Innovative Service Offerings Committee – Ms. Miller – Chair, Mr. Hanley, Mr. Kloc*

*Nominations Committee - Ms. Dillon – Chair, Ms. Gutierrez*

*Ms. McGovern motioned to create those three new committees, with the member makeup listed above. Mr. Ruth seconded the motion. Motion carried.*

#### *Reconsider Committee Schedule*

*Mr. Steffens recommended the three new committees meet 2 weeks prior to the Board of Directors meeting but continue to keep the Finance Committee meeting on the same day as the Board of Directors meeting. He suggested that these would continue to take place on a Monday, with the Awareness & Engagement Committee at 11 AM, the Resources and Operations Committee at 12 PM, and the Innovative Service Offerings Committee at 1 PM. He also suggested these committee meetings start in January, and only have the Finance and Board of Directors meetings in December. Ms. Miller motioned to change the committee schedule per Mr. Steffens suggestions, which was supported by Mr. Ruth. Motion carried.*

#### FINANCE COMMITTEE UPDATE

*Finance 101 Presentation*

*Mr. Kloc said Ms. Pavlowski created a great presentation that was very informative.*

#### EXECUTIVE DIRECTOR REPORT

*Mr. Steffens explained that the consolidation of the routes during non-peak hours is set to save us upwards of 500k a year and has gone well so far. He had multiple STARS employees ride our buses to count passengers weeks prior to this decision. These hours had little to no passengers on the routes we consolidated. Considering the public comment during this meeting, Mr. Steffens will continue to look into the consolidation, making sure riders concerns are heard. He plans to reach out to Ms. Williams, and that wheelchair user if possible. He states that there will always be a cost to any decisions we make at STARS. Mr. Kloc asked how we shared these changes with riders. Mr. Steffens said on our website, Facebook, fliers on buses, fliers for drivers to pass out, etc. He quickly added that Transtuitive, the app we have been working on, will help count ridership. Mr. Abnet, IT, found us a great deal on tablets to help move toward getting this up and running in the future. We are taking this one step at a time to get this right. Ms. McGovern hopes events like the memorial cup do not displace our regular ridership.*

*Mr. Steffens gave an update on the Memorial Cup. The Saginaw DDA estimated running a shuttle up and down Michigan. They estimated this would cost 27k, and they are paying the full cost for this service. Mr. Steffens hopes to have no fares during that period, so the citizens of Saginaw can attend this event with no transportation barrier. Mr. Steffens hopes to get sponsors from the community to cover this, but if not, the route consolidation will help cover these costs. He hopes to extend our weekly hours during this 10-day period by having buses run until 12am or 1 am, extend Saturday service to similar hours, and hopefully offer Sunday services as well. Mr. Ruth suggested hotels and local businesses should be able to profit from this event with us offering transit free to the public. Mr. Steffens and Ms. Jamie Forbes said they are trying to get appointments with Annette Romo as well as Jamie Bush.*

Mr. Steffens said he hopes to speak with Frankenmuth about running their shuttle a little earlier next year, in tandem with the Memorial cup. He also mentioned that Dan Kildee is retiring. He has been a big supporter of us getting new buses, and us possibly moving to the Potter Street Station.

Mr. Steffens spoke about the union contract, and loopholes found in the attendance policy. They hope to discuss this and clean up the loopholes in the policy before January. He then showed the Board members an artist rendering of what the Potter Street Station could look like if we move forward with it.

BOARD MEMBER COMMENTS

Ms. Dillon said the public comment was a good reminder to make sure we make well thought out decisions regarding our routes. She was also very pleased with the Finance presentation at the Finance Committee meeting prior to the Board meeting.

Mr. Ruth and Mr. Kloc both agreed that Ms. Pavlowski and Mr. Steffens had done great work on the two meetings held this day.

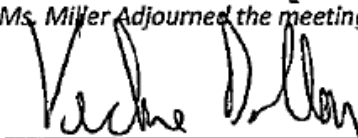
Mr. Hanley is happy to be appointed to this Board at such a monumental time for STARS and is impressed by the staff.

Ms. Miller thanked Ms. Pavlowski for all her work toward making sure STARS remains fiscally responsible. She has suggestions for sponsors regarding the memorial cup.

Ms. McGovern is excited about the memorial cup and hopes this opens us up to new ridership. She welcomed the new staff and mentioned that she hopes to find a resolution for Ms. Williams.

ADJOURNMENT

Ms. Miller Adjourned the meeting at 1:22 PM.



Date: 12/18/23

Vickie Dillon, Secretary