

**CRIS Rural Mass Transit District
CRMTD
November 10, 2011
3:30 pm
At CRIS Healthy Aging Center**

- 1) Roll Call: Present: Rachel Heron, Wayne, Johnson, Mary Thompson,
August Hoeflinger, Joyce Schmitt
Absent: All members present**

2) Approval of Minutes of August 11, 2011

August Hoeflinger moved a motion that the minutes of August 11, 2011, be approved. Wayne Johnson seconded the motion. All voted in favor and motion carried.

3) Communications: Public Comment – No Public Comments

- **Board Member Comments** – No Board Member Comments
- **CEO Report** – Verbal

1. November 17, 2011 we will pick up (2) new 14-passenger vehicles for Champaign County
2. **HSTP** quarterly regional meeting was held at CRIS on 10/27/11.
3. **Employee Issue Champaign** – One of our drivers in Champaign is also a part time security guard. While she was on duty in uniform she was at a bar packing a weapon. Preliminary charges are a felony. Employee off work until this is resolved. She received a certified letter.
4. Preliminary Discussions are occurring regarding the transfer of vehicles from local Nursing Homes to CRIS Rural Mass Transit district

- **Correspondence**

1. Taxi Operator License Rantoul – Rantoul has a city ordinance and how the ordinance reads our vehicles need a Taxi Operator License. The fee is \$10 for agency and \$10 per driver. Amy will contact MR. Graham and agree to pay fees however she will discuss them changing city code requiring inspection of vehicles as our vehicles are already inspected by IDOT as well as have a safety inspection at Stallings Ford.

4) Reports

- **Financial Reports** –
 - Champaign
 - Vermilion

Joyce Schmitt moved a motion approving the financial reports for 1st quarter FY 12 (7/1-9/30/11). Mary Thompson seconded the motion. All voted in favor and motion carried.

5) Unfinished Business – No unfinished business

6) New Business

- **Recommended Policy for notifying RTPC of incidents that may cause liability**
Currently CRIS Rural Mass Transit District has an internal policy for incident reports in our policy manual. RPC has asked for a policy for when they would be notified when County could be sued. Les will develop a formal policy on incident reports.
- **By- Law Amendments** – No changes were made to the By-Laws
- **Authorization to replace existing carpet with Koenecto**
Mary Thompson moved a motion approving installing Koenecto flooring in the transportation entrance and offices. Wayne Johnson seconded the motion. All voted in favor and motion carried.
- **Authorization to enter into contract with Champaign County Nursing Home**
Amy will move forward with the discussion of acquiring vehicles from the Champaign County Nursing Home.
- **Authorization to Purchase Transportation Dispatch Software from Ecolane**
August Hoeflinger moved a motion approving Amy to engage in a contract with Ecolane for Transportation Dispatch Software. Joyce Schmitt seconded the motion. All voted in favor and motion carried.
- **Mass Transit District Board Member Terms**
Rachel Heron and Mary Thompson received letters from the County stating their Board member term was good through October 2014.
- **Special Board meeting on 11/28 to review and approve Audit.**
August Hoeflinger moved a motion for meeting on 11/28/11 at 3:30 p.m. to review and approve FY 11 Audit. Mary Thompson seconded the motion. All voted in favor and motion carried.

7) Adjournment

Joyce Schmitt moved a motion that we adjourn. Mary Thompson seconded the motion. All voted in favor and motion carried.

Mary Thompson
Mary Thompson, Secretary

11/28/11
Date