

CRIS Rural Mass Transit District
CRMTD
February 13, 2014
3:00 pm
At CRIS Healthy Aging Center

Bold items require action

- 1) **Roll Call:** Present: Steve Gulick, Chalmers Flint, Mike Reed Jayne Darby
Attorney Art Kapella
Absent: Ruby Bushue

2) **Approval of Minutes of November 14th minutes**

Chalmers Flint moved a motion that the minutes of November 14, 2013, be approved.
Mike Reed seconded the motion. All voted in favor and motion carried.

3) **Communications: Public Comment**

- A. Board Member Comments – No report
- B. CEO Report
 - a. Vermilion Quarterly Service Report – Board Members received a hand out at the meeting detailing rides provided for the 4th quarter.
 - b. Champaign Quarterly Service Report– Board Members received a hand out at the meeting detailing rides provided for the 4th quarter.
- C. Correspondence
 - a. IDOT Site Visit – Jeff Waxman, Project Manager from IDOT will be here on February 18th and 19th for site visit.
 - b. RLS Audit – IDOT RLS Audit will be April 15, 16, 17 and 18th.

4) **Reports**

- A. **Financial Reports as of 12/31/13**
 - a. Champaign
 - b. Vermilion

Mike Reed moved a motion approving the financial reports as of 12/31/13. Chalmers Flint seconded the motion. All voted in favor and motion carried.

5) **Unfinished Business**

- A. Ecolane – Go live date in March
- B. Grant Updates – No Report

6) **New Business – Bold items require action**

- A. **Approve 2013 Audit** - Hope Wheeler, CliftonLarson Allen, attended the Board meeting to go over audit. Mike Reed moved a motion approving the FY 13 audit. Jayne Darby seconded the motion. All voted in favor and motion carried.
- B. **Approve 2014 Holiday Calendar** – Chalmers Flint moved a motion approving the FY14 Holiday Calendar. Mike Reed seconded the motion. All voted in favor and motion carried.
- C. **Champaign County Lead Dispatcher pay** – Chalmers Flint moved a motion approving hourly pay rate of \$14 for Lead Dispatcher in Champaign County. Mike Reed seconded the motion. All voted in favor and motion carried.
- D. **Driver Pay** – Mike Reed moved a motion approving Driver starting pay go to \$11.00 an hour, an increase of \$.25. Chalmers Flint seconded the motion. All voted in favor and motion carried.
- E. **Update the following policies to meet IDOT requirements** – Chalmers Flint moved a motion tabling approving update of the policies till next meeting. Mike Reed seconded the motion. All voted in favor and motion carried.

- a. **Marketing Plan**
 - b. **Title VI Plan**
 - c. **DBE Program Plan**
 - d. **Financial Management Plan**
 - e. **Safety Security Plan**
 - f. **Procurement Policy**
 - g. **ADA Policy**
 - h. **Petty Cash Policy**
 - i. **Preventive Maintenance Policy**
- F. **Corn Cruiser Route** - Chalmers Flint moved a motion approving expanding the Corn Cruiser Route to 3x day M-F and 2 xs on Saturday. Mike Reed seconded the motion. All voted in favor and motion carried.
- G. **Board members authorized to sign checks** – Chalmers Flint moved a motion approving Steve Gulick, Jayne Darby and Amy Marchant as signors on checking account. Mike Reed seconded the motion. All voted in favor and motion carried.
- H. **The Pass Contract – No Report**
- I. **Champaign County Nursing Home Contract** – Mike Reed moved a motion approving renewing contract with Champaign County Nursing Home. Chalmers Flint seconded the motion. All voted in favor and motion carried.
- J. **Board Designated Unrestricted Funds** – Board will review the Rules of Committed Funds and will report at a later meeting.
- K. **Acceptance of Vehicle Titles County Board** - Jayne Darby moved a motion approving accepting the titles of the vehicles for Vermilion County. Mike Reed seconded the motion. All voted in favor and motion carried.
- L. Update Champaign County – Amy showed the PowerPoint that RPC presented to the Champaign County Committee of the Whole. The Committee of the Whole approved developing an intergovernmental agreement with CUMTD to provide rural transportation in Champaign County.
- M. Next Meeting 2/27/14 at 3:00

7) Adjournment

Jayne Darby moved a motion to adjourn meeting. Chalmers Flint seconded the motion. All voted in favor and motion carried.

David M. (Mike) Reed
Mike Reed, Secretary

FEB 27 2014
Date