

The Yuma County Intergovernmental Transportation Authority (YCIPTA) met in Regular Session on Monday, January 23, 2017 at Yuma County Department of Development Services, Aldrich Hall; 2351 West 26th Street, Yuma, AZ, 85364. The Chairman called the meeting to order at 1:30 p.m.

Members present:

Bill Lee/City of Somerton/Chairman
Susan Thorpe/Yuma County/Vice Chair
Larry Killman/ Town of Wellton/Secretary/Treasurer
Greg Wilkinson/City of Yuma
Ralph Velez/City of San Luis
Paul Soto/Cocopah Indian Tribe

Members Excused:

Michael Sabath/Northern Arizona University
Daniel Corr/Arizona Western College
Brian Golding, Sr./Quechan Indian Tribe

Other Present:

Shelly Kreger/YCIPTA/Transit Director
Chona Medel/YCIPTA/Financial Services Operations Manager
Maritza Hernandez/YCIPTA/Office Specialist
George Rodriguez/National Express/Operations Manager
Jesus Aguilar/National Express/Safety and Training Manager
Daniel Schueller/National Express/Safety and Training Manager

The Pledge of Allegiance was led by Mr. Velez.

CALL TO PUBLIC: There were no public comments made but Call to the public was left open by the Chairman.

CONSENT CALENDAR:

No.1: Adopt the October 24, 2016 regular minutes.

MOTION (Velez/Wilkinson): Approve items as presented.

VOICE VOTE: Motion Carries, 5-0 with Dr. Sabath, Mr. Golding Ms. Thorpe and Dr. Corr excused.

DISCUSSION & ACTION ITEMS:

No. 1: Discussion and or action regarding Election of Sec/Treas, Vice Chairman and Chairman for 2017. Action Required.

Chairman stated that the Vice Chair and Secretary/Treasurer positions automatically rotated up to the Chairman and Vice Chair respectively. Mr. Lee further stated that Ms. Thorpe would be the Vice Chair.

Chairman called for nominations for Secretary/Treasurer.

MOTION (Wilkinson/Velez): Nomination of Mr. Killman for Secretary and Treasurer.

VOICE VOTE: Motion Carries, 5-0 with Dr. Sabath, Mr. Golding Ms. Thorpe and Dr. Corr excused.

No. 2: Discussion and or action regarding Term Appointments for Brian Golding, Sr. and Dr. Daniel Corr. Action Required.

Ms. Kreger stated that the appointment for Mr. Golding Sr. and Dr. Corr had expired and needed they needed their terms updated.

MOTION (Velez/Wilkinson): Approve items as presented.

VOICE VOTE: Motion Carries, 5-0 with Dr. Sabath, Mr. Golding Ms. Thorpe and Dr. Corr excused.

No. 3: Discussion and or action regarding FY2017 Transit Transportation Improvement Program Amendment. No Action Required.

Ms. Thorpe arrived.

Ms. Kreger stated that every year YCIPTA has to update and submit a Transit Transportation Improvement Program (TTIP) to the Yuma Metropolitan Planning Organization (YMPO).

Mr. Wilkinson inquired as to the action plan was considering that Saguaro would be going out of business; not just in transportation but all services in February.

Ms. Kreger stated that she would inquire about the status of Saguaro but had heard that Arizona Health Care Cost Containment System (AHCCCS) would be assisting Saguaro.

Mr. Velez inquired if this was an action item.

Ms. Kreger stated it was an error on the agenda and action was required.

MOTION (Velez/Wilkinson): Approve items as presented.

VOICE VOTE: Motion Carries, 6-0 with Dr. Sabath, Mr. Golding and Dr. Corr excused.

No. 4: Discussion and or action regarding the Revised YCIPTA 10-year Capital Plan. Action Required.

Ms. Kreger stated that the previous plan from 2013 needed to be updated and is necessary to request funds. The revised plan is from fiscal year 2016 to 2025. The plan has been updated to show replacing vehicles every two to three years.

Mr. Wilkinson inquired if the future vehicles would be diesel.

Ms. Kreger stated that they would be.

MOTION (Killman/Thorpe): Approve items as presented.

VOICE VOTE: Motion Carries, 6-0 with Dr. Sabath, Mr. Golding and Dr. Corr excused.

No. 5: Discussion and or action regarding FY2016 Performance Report.

Item will be tabled for a future meeting. No action was taken.

No. 6: Discussion and or action regarding the Memorandum of Understanding between Yuma County and YCIPTA for the Yuma Region – Imagery Acquisition Consortium

Project. Action Required.

Ms. Kreger stated that YCIPTA was approached by Yuma County to join the project and assist with the cost. Ms. Kreger stated that YCIPTA does not have Geographic Information System (GIS) in house and would benefit from this project.

Mr. Lee inquired as to what the YCIPTA's portion would be.

Ms. Kreger stated that it would be \$10,000.

Mr. Velez inquired as to how the breakdown of the cost was determined.

Ms. Kreger stated that YCIPTA had \$10,000 available and that is what was offered as a contribution to the project.

Mr. Velez stated that the breakdown seemed disproportionate.

Ms. Thorpe stated that she would inquire with staff regarding the rationalization for the breakdown.

MOTION (Killman/Wilkinson): Approve items as presented.

VOICE VOTE: Motion Carries, 6-0 with Dr. Sabath, Mr. Golding and Dr. Corr excused.

No. 7: Discussion and or action regarding YCAT OnCall. No Action Required.

Ms. Kreger stated that it was YCIPTA intent to transfer YCAT OnCall to National Express by April 1, 2017. Ms. Kreger stated that the decision to transfer services was due to contract compliance issues such as failure to report accidents, incorrect reporting and providing invoices late. Ms. Kreger stated that as part of this transition YCIPTA has acquired a new reporting system for the OnCall reservations since RouteMatch was found to be ineffective for YCIPTA. Ms. Kreger stated that there would be no additional cost due to the fact that the OnCall was part of National Express' bid. The transition would be pending the hiring of additional bus operators.

Mr. Wilkinson inquired if cost of the service was the reason Saguaro was the contractor for OnCall.

Ms. Kreger stated that he was correct but that YCIPTA would have sufficient funding for the increase. Ms. Kreger stated that due to the ongoing performance issues and the possibility of Saguaro going out of business transitioning is the best option.

No action required. No action taken.

No. 8: Discussion and or action regarding Ecolane Fixed Route and Paratransit Software Proposal. No Action Required.

Ms. Kreger provided some background information as contained in the member packet.

Mr. Velez inquired as to why Solutions for Transit did not want to renew the contract with YCIPTA.

Ms. Kreger stated that it was due to the National Express employee that was tasked with the data entry did not comprehend the information and Solution was spending too much time resolving issues for not enough money.

Mr. Velez stated that he hopes that the same issue does not carry over to the new reporting program.

Ms. Kreger stated that staff had changed since then.

Mr. Lee inquired as to the function of the tablets. Mr. Lee was concerned about drivers utilizing the tablet while driving.

Ms. Kreger stated that the drivers will use it to login in and will not need to be entering information while in motion. Ms. Kreger stated that there would be restrictive access on the tablets.

No action required. No action taken.

No. 9: Discussion regarding update on National Express's Action Plan. No Action Required.

Ms. Kreger stated that she had met with National Express to ensure that the action plan was being executed as stated and in a timely manner. Ms. Kreger provided National Express a deadline of January 31, 2017 to complete all outstanding items. Ms. Kreger stated that it is anticipated that they would meet that deadline.

No action required. No action taken.

PROGRESS REPORTS:

No. 1: Operations Manager Report – George Rodriguez, National Express Operations Manager. No action is required.

Mr. Rodriguez presented the report as contained in the member packet. *No action required. No action taken.*

No. 2: Transit Director Report – Shelly Kreger, YCIPTA Transit Director. No action is required.

Ms. Kreger presented the report as contained in the member packet. *No action required. No action taken*

No. 3: Transit Ridership & Customer Comment Report – Carol Perez, Management Analyst/Mobility Manager. No action is required.

Ms. Kreger presented the report as contained in the member packet on Ms. Perez's behalf. *No action required. No action taken*

No. 4: Financial Report – Chona Medel, YCIPTA Financial Services Operations Manager. No action is required.

Ms. Medel presented the report as contained in the member packet. *No action required. No action taken*

SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS:

The next Board meeting is scheduled for Monday, February 27, 2017

ADJOURNMENT

There being no further business to come before the Authority, the Chairman adjourned the meeting at 1:58 p.m.

YUMA COUNTY INTERGOVERNMENTAL TRANSPORTATION AUTHORITY

Adopted this 27th of February, 2017, Agenda Item CC1



CAROL PEREZ, Board Secretary