

The Yuma County Intergovernmental Transportation Authority (YCIPTA) met in Regular Session on Monday, July 25, 2016 at Yuma County Department of Development Services, Aldrich Hall; 2351 West 26th Street, Yuma, AZ, 85364. The Chairman called the meeting to order at 1:33 p.m.

Members present:

Brian Golding, Sr./Quechan Indian Tribe
Larry Killman/ Town of Wellton
Paul Soto/Cocopah Indian Tribe
Bill Lee/City of Somerton/Secretary
Ralph Velez/City of San Luis
Michael Sabath/Northern Arizona University
Daniel Corr/Arizona Western College

Members Excused:

Susan Thorpe/Yuma County
Greg Wilkinson/City of Yuma

Other Present:

Shelly Kreger/YCIPTA/Transit Director
Carol Perez/YCIPTA/Management Analyst
Chona Medel/YCIPTA/Financial Services Operations Manager
Tiffany Turner/National Express/Operations Manager
Sergio Ortiz/National Express/Maintenance Manager

The Pledge of Allegiance was led by Mr. Golding

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 June 27, 2016 regular minutes.

MOTION (Soto/Sabath): Approve with corrections for scrivener's error

VOICE VOTE: Motion Carries, 7-0 with Ms. Thorpe and Mr. Wilkinson excused.

DISCUSSION & ACTION ITEMS:

No. 1: Discussion and or action regarding the YCIPTA Disadvantaged Business Enterprise Program. Action required.

Document was made in conjunction with Yuma Metropolitan Planning Organization (YMPO), was submitted to Arizona Department of Transportation (ADOT) and Federal Transit Administration (FTA) for approval.

MOTION (Killman/Velez): Approved as presented.

VOICE VOTE: Motion Carries, 7-0 with Ms. Thorpe and Mr. Wilkinson excused.

No. 2: Discussion and or action regarding the updated Public Participation Plan. Action required.

Ms. Kreger stated that only minor changes were made to the existing document such as updating the contact information.

MOTION (Soto/Sabath): Approved as presented.

VOICE VOTE: Motion Carries, 7-0 with Ms. Thorpe and Mr. Wilkinson excused.

No. 3: Discussion and or action regarding the updated Title VI Plan. Action Required.

MOTION (Soto/Sabath): Table item, to be brought before the Board in a future meeting.

No. 4: Discussion and or action regarding the updated Equal Employment Opportunity Plan. Action required

Ms. Kreger stated that only minor changes were made to the existing document such as updating the contact information.

MOTION (Soto/Sabath): Approved as presented.

VOICE VOTE: Motion Carries, 7-0 with Ms. Thorpe and Mr. Wilkinson excused.

No. 5: Discussion and or action regarding the updated Drug and Alcohol Policy. Action required.

Ms. Kreger stated that only minor changes were made to the existing document such as updating the contact information.

Mr. Corr inquired if these documents needed to be updated annually.

Mrs. Kreger stated that these documents are required to be updated every year to every 3 years depending on the document.

MOTION (Soto/Sabath): Approved as presented.

VOICE VOTE: Motion Carries, 7-0 with Ms. Thorpe and Mr. Wilkinson excused.

PROGRESS REPORTS:

No. 1: Operations Manager Report – Tiffany Turner, National Express Operations Manager. *No action is required.*

Ms. Turner presented the report as contained in the member packet, stated that they were fully staffed with drivers but still recruiting for utility and drivers.

Mr. Golding inquired if there were any maintenance issues.

Mr. Ortiz stated that any issues were expected maintenance issues; nothing out of ordinary and nothing in comparison to the previous year.

No action was 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. Ms. Kreger stated that bus shelters were going to be installed the following week. Three of the shelters would be located at the stop located at Walmart on Avenue B.

Mr. Sabath inquired about the workshops that YCIPTA provides.

Ms. Perez stated that these workshops are intended for inexperienced riders to familiarize themselves with the system. Also, learning to utilize existing riders' tools to facilitate navigation of the system.

No action was taken.

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

Ms. Perez presented the report as contained in the member packet.

No action was taken.

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

Mrs. Medel presented the report as contained in the member packet.

Mrs. Kreger stated that YCIPTA had received the Certificate of achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report (CAFR) for the second year in a row.

Mr. Golding stated that this was a great accomplishment. Congrats to Shelly, Chona, and staff.

SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS:

The next Board meeting is scheduled for Monday, August 22, 2016. Staff is proposing cancelling this meeting as the Transit Director will be out of town.

Mr. Velez inquired regarding when the Title VI would be due.
Mrs. Kreger stated that it was not due until October.

There being no further business to come before the Authority, the Chairman adjourned the meeting at 2:11 p.m.

YUMA COUNTY INTERGOVERNMENTAL TRANSPORTATION AUTHORITY
Adopted this September 26th, 2016, Agenda Item CC-1



CAROL PEREZ, Board Secretary