

Board of Trustees

Regular Session
March 28, 2023



Mission Statement

- Connect Transit provides safe, reliable transportation and access to opportunity to strengthen and enrich individual lives, our community, the economy, and the environment.

Agenda

- Call to Order
- Roll Call
 - Attendance by Other Means/Virtual – Roll Call Vote
- Pledge of Allegiance and Mission Statement
- Public Comments

Consent Agenda

- Approval of February 22, 2023, Regular Session Minutes
- Approval of Financial Information for February 2023
- Monthly Statistical Reports for February 2023
- Cardinal Infrastructure Federal Report
- Cornerstone – Illinois Weekly Update
 - Roll Call Vote

New Business

- Recommendation for Cash Farm Lease – Roll Call Vote
- Recommendation for Zero-Fare Days – Roll Call Vote
- Route Efficiency Update– Informational
- Sapphire Route Realignment – Informational
- FY24 Earmark Requests – Informational
- Draft FY24 Budget - Informational

- **Chairman's Report**

General Manager's Report

Community

Outreach

- Life Multiplied Podcast
- Content Days with Miller Park Zoo, ISU, HCC
- ISU EDI Employer Expo
- Best Buddies Lunch Party for Friendship Walk
- BACC Mock Interviews
- Hosted U of I Senior Planning Students
- Trucking & Transportation Fair at HCC
- The Chicago Transit Authority and Pace Suburban Bus visited Connect to view our charging infrastructure.

Employee Welfare Events

- Transit Employee Appreciation Week
- Employee Fun Lunch
- HR Manager Farewell Lunch



General Manager's Report

Employee Development

- Operations Supervisors - Jared Simons, Brandon Miles, Jeff Mancil, Carrie Bailey, Dora Kohtz, and Chris Fuller
 - How to Give Feedback to Poor Performing or Difficult People
 - Active Listening: You Can Be A Great Listener
 - Difficult Conversations: The Complete Guide
- Maintenance Foreman – Chris Sharkey, and Mechanics – Brett Kinsley, Zeke Marquez, John Crago, Billy Basham, Ulyseus Compton, Joe Eich, Aric Tackett, and Dustin Nalley completed 32 hours of Proterra Maintenance Training.
 - This training included lockout-tagout, basic high voltage principles, familiarization with electrical schematics, multiplexing diagnostics, component locations, etc.

General Manager's Report

Employee Development

○ Dave White, Safety and Training Director

- Transit Rail Incident Investigation; Virtual Training, U.S. Department of Transportation, Transportation Safety Institute
- The course provides participants with the knowledge and skills to successfully investigate various types of transit incidents. Dave has previously completed Fundamentals of Bus Collision Investigation and Advanced Problems in Bus Collision Investigation. The additional class counts towards a Public Transportation Safety Certification Training Program (PTSCTP) certification from the U.S. Department of Transportation.

○ Justin Allen, Safety and Training Coordinator

- Tabletop Exercise for Emergency Evacuation; Heartland Community College
- This training exercise hosted by Heartland Community College allowed participants to see firsthand how the simulation cell of a disaster exercise functions. Justin learned how to write injects for an exercise, and he was able to be a resource for exercise participants who had questions regarding Connect Transit's role in responding to local disasters.

General Manager's Report

Promotions



Stephanie Butler

- Stephanie Butler, HR Manager – Stephanie started at Connect in 2016 as a Dispatcher, was promoted to Payroll Administrator, and is now our new HR Manager. Stephanie is familiar with our systems, our staff, was once a Union member and in Union leadership, so is very familiar with our labor agreement. Stephanie will lead the department to a new level of support and we are excited to have her in this new position.



Aric Tackett

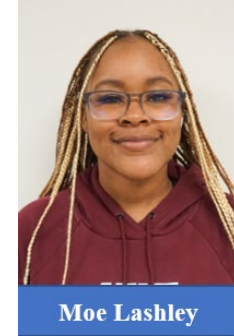
- Aric Tackett, Mechanic – Aric started in May of 2022 as a Service Technician and is now our newest Class C mechanic. Aric showed knowledge and initiative that led to his promotion.

General Manager's Report

Recruiting

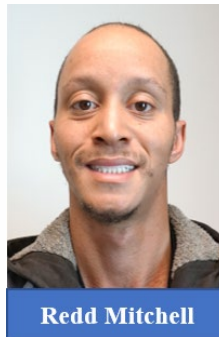
○ Positions Filled

- Bus Operator (4)
- Custodian (1)
- HR Manager (1)
- Mechanic (2)
- Service Technician (2)



○ Positions Open

- Bus Operator (10)
- Purchasing Agent (1)
- Service Technician (1)



Agenda

- Executive Session – N/A
- Trustee Comments
- Adjournment
 - Roll Call Vote
- Next Meeting: April 25, 2023