

DATE: January 31, 2013  
TO: Board Members unable to attend January 30 Regular MVTA Board meeting/TWGs  
FROM: MVTA  
RE: Meeting Summary

Here is a meeting summary of the MVTA January 30, 2013 regular meeting of the MVTA Board of Directors. Supplemental materials and meeting hand-outs are posted at [http://www.mvta.com/MVTA\\_Board.html](http://www.mvta.com/MVTA_Board.html).

1. The meeting was called to order at 4:34 p.m. by Chair Gary Hansen. A quorum was present.
2. Chair Hansen noted that Liz Workman was ill and unable to attend the MVTA Board meeting to take her oath of office.
3. Jane Victorey presented the Nominating Committee report, indicating there was consensus on Gary Hansen as Chair (eligible to serve a second term), Clint Hooppaw as Vice Chair and Jane as Secretary/Treasurer (position created with the new Joint Powers Agreement). Gary Hansen asked if there were any other nominations. There being no other nominations, there was a motion by Jane Victorey and seconded by Steve Albrecht to close the nominations and approve the election of Gary Hansen as Chair; Clint Hooppaw as Vice Chair; and Jane Victorey as Secretary/Treasurer. Motion carried.
4. Prior to the distribution of the sign-up sheet for committee assignments, Gary Hansen introduced Josh Feldman, the Assistant Finance Director in Eagan. He will be serving as the Technical Work Group (TWG) and finance consultant to the Board in the same capacity that Tom Pepper has served since 1998. The Committee Assignment sheet was then passed around the room. It was noted that the Board will focus on two committees in 2013 – Finance and STA (legislative). It is important to have at least three Board members on each committee. The Committee assignments will be ratified at the February Board meeting.
5. Clint Hooppaw thanked Lois Spear and MVTA legal counsel for their attendance at a long meeting of the Apple Valley City Council. Other issues were of concern to the Council, so there were few questions regarding the bonding authority.
6. The Agenda and the Consent Agenda were approved.
7. Mike Abegg gave an abbreviated RouteMatch presentation, noting that Tim Quinn of RouteMatch was unable to attend as he was ill. He will be rescheduled at a future meeting. Abegg talked about information included on the RouteMatch dispatch screen regarding bus operations (5 buses of 99 were behind schedule by 1-5 minutes. No buses were operating more than five minutes late.) AT the end of the Board meeting, he distributed a screen print of the view that dispatchers use.
8. He also presented a demonstration of the Fixed Route Web Portal, showing how we can track buses in a mapped environment and that the project has some final bug-fixes to be implemented before it can go live. Board members were excited about this option and would like MVTA to promote it when it launches. METRO Red Line buses will be added to this system (and displayed in red.)
9. Abegg gave an overview of the status of the RouteMatch project, indicating that things are behind schedule but he would not change the decision that was made to implement RouteMatch. There have been delays by RouteMatch, by MVTA and by circumstances relating to implementation with Metro Transit as well as the Transit Signal Priority (TSP) system. All MVTA buses are installed, all drivers are logging into the system and it is in use for dispatchers.

10. The Board adopted its 2013 calendar, noting that Metropolitan Council members should be invited to the July 31 meeting. A copy of the calendar will be sent to the Met Council representatives. The 2013 Driver of the Year dinner will be following the Feb. 27 Board meeting at Rascal's in Apple Valley.
11. The list of purchases by the Executive Director was included in the packet.
12. Representatives from the Met Council were not present, so there was no discussion. Steven Chavez expressed his regrets, indicating he had another meeting to lead.
13. Jen Lehmann provided a Title VI update, advising the Board of the changes the Federal Transit Administration (FTA) enacted regarding Title VI of the Civil Rights Act of 1964. A new guidance was issued in October regarding Board-adopted policies covering the definition of a major service change and establishing threshold to ensure there is no disparate impact or disproportionate burden to protected populations. There will be a public hearing in Burnsville on Feb. 7 and the Board is expected to adopt the policies at the March 27 meeting.
14. Michael Abegg presented a revised memo regarding an agreement with SRF for project management services related to RouteMatch and TransitMaster AVL integration. The quote came in at \$65,869 with hours being as expected and rates being quite reasonable. Funding would be from the MVTA Operating Budget (consultant line item) unless there is an opportunity to determine another way to pay for the project or obtain reimbursement. Motion by Clint Hooppaw and seconded by Steve Albrecht to authorize the chair and executive director to execute a contract with SRF Consulting Group, Inc. for AVL Integration Project Management at a cost of \$65,869. Motion carried on a unanimous roll-call vote.
15. Beverley Miller and Gary Hansen discussed the STA Legislative Breakfast, indicating there was good attendance (including the chairs of the House and Senate Transportation Committees). Some 15 legislators were in attendance. Gary Hansen also mentioned that he was quickly pulled into testifying at a House committee meeting and later at a Senate committee meeting. Hansen thanked Robin Selvig for her work in preparing the STA brochure, which included the Legislative Agenda. It was also noted that STA is scheduling meetings with local legislators for Feb. 7 and when the schedule is completed, it will be distributed and other MVTA Board members are encouraged to participate.
16. Clint Hooppaw mentioned that members of the local Apple Valley delegation were in attendance at a recent Apple Valley City Council meeting and transit was part of the discussion. Gary Hansen indicated the City of Eagan held a similar session with the Eagan delegation.
17. Beverley Miller reminded Board members that an STA full Board meeting is scheduled for Monday, Feb. 4 at the Messerli & Kramer new offices.
18. Motion by Steve Albrecht and seconded by Clint Hooppaw to adjourn the meeting at 5:34 p.m.

Next Meeting: Next Regular Meeting: Wednesday, February 27 at 4:30 p.m. at the Rascal's in Apple Valley, prior to the Driver of the Year Dinner.