

**BI-STATE DEVELOPMENT
OPERATIONS COMMITTEE MEETING
OPEN SESSION MINUTES
(Virtual Meeting)
August 19, 2022 at 8:30 AM**

Operations Committee Members participating via Zoom

Rose Windmiller, Chair
Derrick Cox – joined the meeting at approximately 8:35 a.m.
Vernal Brown
Irma Golliday – Absent

Other Commissioners participating via Zoom

Terry Beach
Herbert Simmons – joined the meeting at approximately 8:56 a.m.
Sam Gladney
Debra Moore
Fred Pestello – Absent
Nate Johnson – Absent

Staff participating via Zoom

Taulby Roach, President and Chief Executive Officer
Brenda Deertz, Director of Executive Services
Lisa Stump, Lashly & Baer, Legal Counsel
Myra Bennett, Manager of Board Administration
Thomas Curran, Executive Vice President – Administration
Charles Stewart, Executive Director Metro Transit

Others participating via Zoom

Erin Stumpf, ASL Interpreter
Melony Self, ASL Interpreter

1. **Open Session Call to Order**
8:30 a.m. Chair Windmiller called the Open Session of the Operations Committee Meeting to order at 8:30 a.m.
2. **Roll Call**
8:30 a.m. Roll call was taken, as noted above.
3. **Public Comment**
8:32 a.m. Ms. Bennett noted that no public comment cards were received for today's meeting.

4. **Approval of the Minutes of the June 10, 2022 - Operations Committee, Open Meeting**
8:32 a.m. The minutes of the June 10, 2022, Operations Committee, Open Meeting were provided in the Committee packet. A motion to approve the minutes was made by Commissioner Brown and seconded by Commissioner Moore. **The motion passed unanimously.**

5. **Approval of the Minutes of the June 10, 2022 - Combined Audit, Finance & Administration and Operations Committee, Open Meeting**
8:33 a.m. The minutes of the June 10, 2022, Combined Audit, Finance & Administration and Operations Committee, Open Meeting were provided in the Committee packet. A motion to approve the minutes was made by Commissioner Beach and seconded by Commissioner Moore. **The motion passed unanimously.**

6. **Contract Modification: Elevator Escalator Full Maintenance and Repair**
8:33 a.m. A briefing paper was included in the meeting materials to approve Contract Modification #4, for the continued maintenance and repair of the elevators and escalators that service MetroLink, to ThyssenKrupp Elevator in an amount not to exceed \$600,000.00, and to extend the contract time period through November 30, 2022. Tom Curran, Vice President of Administration, gave an overview of this item noting that the current contract for elevator and escalator maintenance was approved by the Board of Commissioners on April 28, 2017, at a not to exceed amount of \$4,000,000. He stated that the current request is to include additional funds and a time extension, so that the Agency can keep the current contract in place, until a new contract is awarded. Mr. Curran reported some of the notable contributors to the overages during this last contract option year, as well as out of scope maintenance requests. He stated that assessments were scheduled and performed in April 2022 for each Metro facility and rail station elevator, and these assessments provided a forecast of future maintenance needs and helped the Agency understand the current operating conditions, remaining lifespans, and ultimately repair and/or replacement costs.

A motion to approve this agenda item for referral to the Board of Commissioners for approval, as presented, was made by Commissioner Brown and seconded by Commissioner Gladney. **The motion passed unanimously.**

(Commissioner Cox joined the meeting at approximately 8:35 a.m.)

7. **Unscheduled Business**
8:37 a.m. There was no unscheduled business.

8. **Operations Report**
8:37 a.m. An operations report for Metro Transit was included in the Committee packet. Charles Stewart, Executive Director Metro Transit, provided a summary of the report for the Committee, noting current ridership numbers have increased for MetroBus and MetroLink (1.6% and 18.4%, respectively); however, the numbers are still below those for 2019. He noted that actual expenses, year to date, as compared to the budget, are down \$28 million. Mr. Stewart reported that Call-A-Ride had a trip denial rate of 16.4% in June, due to the shortage of Operators, as well as other issues.

Mr. Stewart stated that Metro Transit has had 325 new hires since the start of the bonus program, and 105 sign on bonuses have been paid to date. He noted that the Agency is hiring; however, it

is not retaining employees. He noted that MetroBus missed nearly 2,500 trips, or 2.23% of its total trips, due to the workforce shortage. He reported that MetroLink has not missed any trips; however, this is due to the fact that TSM's have supplemented this service. Mr. Stewart stated that, as previously noted with Call-A-Ride, the missed trips have been due to the workforce shortage, and a recruiting and retaining item will be going before the Audit, Finance & Administration Committee today, to address these issues. He stated that 106 applications were received in June, with 24 candidates in process and 11 trainees in process. He added that not only is the Agency having issues in recruiting new employees, it is also having issues retaining employees through the entire process of training. Mr. Stewart reported that Metro Transit is down 157 MetroBus Operators, 13 MetroLink Operators, and 55 Call-A-Ride Operators. He stated that with regard to Mechanic and Maintenance positions, they are down 64.

Chair Windmiller asked if exit interviews are being conducted. Mr. Stewart stated that, with many employees quitting during the training process, they just stop showing up, and therefore, no interviews can be conducted. He attributed this to individuals not understanding the job when first joining the team, and the fact that the initial assignments are not the most glamorous routes. Chair Windmiller noted that the budgeted revenue, versus the actual passenger revenue did not meet projections, and posed questions as to why. Mr. Stewart stated that this is due to reduced ridership.

This item was provided as information only.

9. President/CEO Report

8:44 a.m. Bi-State Development President/CEO Taulby Roach addressed the Committee noting that on Monday, August 22nd, MetroLink trains will be running all the way through the system. He noted that the system will be operating more slowly, as construction continues; however, he stated that it was important to get the trains running, as school is resuming, and many students use MetroLink as their primary source of transportation. Mr. Roach commended staff for their work with the flood recovery efforts, noting that Darren Curry and his team have been working overtime to develop the system change.

Mr. Roach noted that he continues to meet with City of St. Louis Aldermen regarding the Northside/Southside alignment, and will be holding an update meeting with East-West Gateway on August 31st.

Mr. Roach noted that FTA representatives were in town to discuss funding and flood recovery efforts. He noted that the Agency is working towards improvements to ensure this type of event causes less disruption in the future, such as plans to raise the MetroLink station houses. He noted that there are complicated layers regarding the construction process and with federal funding efforts.

Mr. Roach noted that the Agency continues to address issues with attracting and retaining employees, stating that it is his goal to get people to join the Agency and establish careers with Metro.

Commissioner Gladney commended staff for their efforts.

Commissioner Brown posed questions regarding eligibility for funding through the federal government regarding the flood event. Mr. Roach stated that the Agency is eligible for assistance from the Federal government; however, it is a multi-tiered application process. He also noted that the total estimated construction costs of \$40 million, will be offset through an insurance policy with Lloyd's of London.

This item was provided as information only.

10. Call of Dates for Future Board and Committee Meetings

8:52 a.m. Myra Bennett, Manager of Board Administration, advised the Committee of the upcoming meetings, as follows:

Tentative schedule:

Board of Commissioners Meeting:	Friday, September 23, 2022	8:30 AM
Safety & Security Committee Meeting:	Thursday, October 6, 2022	8:30 AM
Operations Committee Meeting:	Friday, October 14, 2022	8:30 AM
Audit/Finance/Administration Committee Meeting:	Friday, October 14, 2022	Following OPS

11. Adjournment to Executive Session

8:53 a.m. Chair Windmiller asked for a motion that the Committee go into Executive Session for the purpose of discussing legal, confidential, or privileged matters, as permitted under Bi-State Development Board Policy Chapter 10, Section 10.080, (D) (1) – Legal, (D) (3) – Personnel, and (D) (5) – Employee Negotiations. The motion was made by Commissioner Beach, and was seconded by Commissioner Brown.

A roll call vote was taken as follows:

Sam Gladney – Yea	Terry Beach – Yea
Vernal Brown – Yea	Derrick Cox – Yea
Rose Windmiller – Yea	Debra Moore – Yea

The motion passed unanimously, and the Committee moved into Executive Session at approximately 8:55 a.m.

(Commissioner Simmons joined the Executive Session meeting at approximately 8:56 a.m. Commissioner Cox left the meeting at approximately 9:20 a.m. Commissioner Simmons left the meeting at approximately 9:32 a.m.)

12. Reconvene to the Open Meeting

9:33 a.m. Chair Windmiller noted that the Committee has reconvened to the Open Meeting.

Commissioner Moore made a motion to approve the minutes of the June 10, 2022 - Combined Audit, Finance & Administration and Operations Committee, Executive Session, as presented, as a closed record. The motion was seconded by Commissioner Brown.

A roll call vote was taken as follows:

Sam Gladney – Yea
Vernal Brown – Yea
Rose Windmiller – Yea

Terry Beach – Yea
Debra Moore – Yea

The motion passed unanimously.

13. Adjournment

9:34 a.m. Chair Windmiller asked if there was any further business, being none, Commissioner Brown made a motion to adjourn the meeting. The motion was seconded by Commissioner Beach. Unanimous vote in favor was taken. The motion passed, and the meeting was adjourned at approximately 9:35 a.m.


Deputy Secretary to the Board of Commissioners
Bi-State Development