

# TTA November Board of Directors Meeting Minutes

Thursday, November 14, 2019



*TTA's mission is to support the needs of Texas public transportation systems through statewide advocacy and education.*

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These are the minutes of the TTA September Board of Directors Meeting held on November 14, 2019, at Centro Plaza, 909 West Houston Street, San Antonio, TX 78207. The meeting was called to order at 2:00 pm by President Mario Delgado with the following board members present:

## **BOARD MEMBERS PRESENT:**

Mario Delgado, President  
Sarah Hidalgo-Cook, VP Rural (call-in)  
Norma Zamora, Secretary/Treasurer  
Allen E. Hunter, TTA Executive Director  
Tom Logan, VP Small Urban  
Rita Patrick for Jorge Cruz-Aedo  
Eron Linn for Gary Thomas (call-in)  
Robert Gil (call-in)  
Lylene Springer  
Jeff Johnson  
Jeff Arndt  
Huelon Harrison  
Jessie Arriaga (call-in)  
Tom Jasien (call-in)  
Irene Villa for Jay Banasiak (call-in)  
Baylea Evans for Vince Huerta (call-in)  
J.R. Salazar  
Chris Mandrell (call-in)

## **Not in Attendance**

## **Guest**

Sean Powers, Transdev  
John Hendrickson, HTG  
Kelly Coughlin, Ecolan (call-in)  
Ben Herr, First Transit

### **1. Welcome & Roll Call**

Mario Delgado, President, welcomed everyone and began the meeting at 2:00 p.m. Allen Hunter, Executive Director, called role, and a quorum was present. Jeff Arndt welcomed everyone to San Antonio and gave a brief history of VIA. Mario Delgado thanked Jeff for hosting the meeting.

### **2. Approval of Meeting Minutes for the September Board Meeting**

Mario Delgado asked if there were any changes or discussion about the September 26, 2019 meeting minutes.

After a brief discussion, Sara Hidalgo-Cook made a motion to approve the minutes, seconded by Tom Logan, all were in favor, and the motion passed unanimously.

### **3. President Update (Wade Long, Lobbyist)**

Mario Delgado discussed a meeting he and Allen Hunter had with Lobbyist, Wade Long. Wade gave a proposal that was a little beyond what was budgeted but they were able to negotiate the price down to \$30,000 a year, which is what was budgeted. He added this would kick off January 1 and go through the end session. During the interim, it is \$2,500 a month, and during the session, it is \$5,000 a month, which averages out to \$30,000 for the year. Eron Linn added he is glad they were able to work out a deal because Wade does great things for TTA. Mario agreed and stated it is a win-win for both Wade and TTA.

Mario asked for a motion to approve the contract with Wade Long, Jeff Arndt made a motion, Jeff Johnson seconded, all were in favor, and the motion passed unanimously.

Mario stated he would get started in January and that a legislative workshop will coincide with the January 21<sup>st</sup> all-member meeting.

#### **4. Executive Director Update**

Allen Hunter stated it has been very busy the last couple of weeks and had discovered that the 2018 taxes were not filed. An extension was filed instead of completing the actual tax return. However, the 2018 tax return would now be completed and filed this week.

Allen continued with the APTA conference and stated there were several board members in attendance that helped pass out save the date cards for the upcoming conference. He was able to meet with several vendors and hopes to get a good turnout for this year's conference. Allen also attended the Oklahoma State Conference and Rodeo. Again, he was able to meet with several vendors and pass out, save the date cards for this year's conference.

The East Texas Council of Governments hosted the CTAA Supervisor Training Class, which had some open availability. ETCOG reached out to TTA to fill the vacant slots. TxDOT also offered scholarships for travel.

Allen stated he is working with the conference planner for the upcoming conference/roadeo and expo. He has added a call for abstracts and presenters to the TTA website and has received a lot of good feedback. Mario added that TTA depends on the vendors to provide revenues to be able to put on the conference and encouraged decision-makers to have a presence at the expo. Allen continued by stating they are still looking for conference speakers. A list of speakers and topics were passed out to the board for feedback.

Allen stated he is working on the January and July semiannual meetings, and since Wade is locked in, they will move forward. He is working with the Driskel Hotel for both events. In January, they are looking to have the board meeting, workshop, and after-hours reception at the Driskel. He added the Driskel was not able to offer discounts on the hotel rooms for January but would provide a discounted rate of \$140 per night for July.

Also, Allen shared that Eric Baackis was still listed as the registered agent for TTA and that he would like to change that to himself if someone would like to make a motion. Jeff Johnson made a motion to list Allen as the new registered agent for TTA, Hugh Harrison seconded, all were in favor, and the motion passed unanimously.

Allen continued with a brief website update, stating the traffic has gone up significantly. He stated that 79% of the traffic is new and 21% are returning visitors. The jobs page is the third-highest visited page on the site, and events is second. He encouraged everyone to continue sending in information.

Allen stated there are three new members to TTA: Aspermont Small Business Development Center, Fort Bend County, and John Hendrickson from HTG. Allen asked if a motion was needed to approve these agencies. Hugh Harrison made a motion, Lylene Springer seconded, all were in favor, and the motion passed unanimously.

#### **5. PTAC Update**

JR stated this last year they have been focused on the Intercity Bus Program. He continued this program isn't for Greyhound; this is a program subsidized by TxDOT. He stated some have very high ridership while some have very low ridership, so PTAC is working to put some regulations in to get the ridership up. They are looking to add target levels by service because currently, there isn't a level of service for that program. PTAC is also working on the census projections for the upcoming census. Texas is growing drastically, which is going to affect some systems. We are working on how to handle what happens when systems get added and dilute the urban pie.

Mario Delgado asked if most of the providers are promoting the census in order to get as many counts as possible. Brownsville has discussed putting ads in the buses and maybe wrapping a couple. They also created a committee to make sure people are aware of the census and even created hubs for people to get help filling out the forms.

## **6. Education and Events Committee Update**

Jeff Johnson began his update by stating Allen mentioned the events happening at the Driskel in January and July. He added he has a block of twelve rooms booked at the Hilton Garden Inn for the January meeting. He was able to get a rate of \$149 a night, and everything else was closer to \$300.

Jeff continued that he went down to McAllen and met with Mario to look at the convention hall and a couple of options for the reception. They have a nice facility there with a lake and across the street for a reception.

They had a discussion with Eric Gleason about training, and one of the questions that was asked is could TxDOT provide some of the assistance with the maintenance modules. The challenge is when the engines and transmissions change, so does the module, and they are expensive (\$100,000 plus).

Jeff continued that he and Allen met with Shawn Scott, who will hopefully provide some training. He talked to Kelly Coughlin to get her expertise in marketing, and she has agreed to help the committee with marketing efforts.

Jeff went over a handout that detailed the costs of the conference rates and sponsorships compared to previous years, and if they went up or down. Allen added it is important to get this finalized so people can begin with conference registrations. The vendors need this information to get their budgets locked in for next year. It is important to get this done now so we can move forward. He hopes to establish some consistency from one year to the next. He envisions everyone coming in on Friday and going through registration and briefings. Saturday will be the rodeo and that evening the award ceremony. Sunday morning is the fishing tournament, Sunday evening will be the registration and welcome reception. Monday morning will start the conference with a general session, breakfast and breakout sessions. Monday evening will be a reception with the vendors at the expo hall. Tuesday will continue with more conference sessions and the expo. Allen asked if they want to have something Tuesday night? Jeff stated the vendors would like to have a free night to meet with people, so maybe we will leave Tuesday night open. He suggested Tuesday afternoon to have a board meeting. Allen continued that Wednesday will be the half-day and wrap up. There will be transportation Sunday morning for the hour and fifteen-minute ride to the fishing tournament site to be on the water around 7:00 a.m. Norma Zamora made a motion to move forward, Hugh Harrison seconded, all were in favor, and the motion passed unanimously.

## **7. Finance Committee Update**

Norma stated she had not had time to do a full reconciliation of the account. The checking account had a beginning balance of \$132,433.04; \$2,099 was deposited from sponsorships; \$25,627.21 was deducted mostly for payroll, and that left a balance of \$108,904.83. The savings account had a beginning balance of \$187,401.68, with \$4.78 of earned interest, which left a balance of \$187,406.46. She asked if they should put some of the savings in a short-term CD. Allen stated he reached out to Edward Jones and hopefully, by the next meeting will have some proposals to bring to the group. He added that membership dues are starting to come in.

## **8. Bylaws Committee Update**

Jeff Arndt began by stating the drive behind doing this was to incorporate a president-elect and modify the secretary and treasurer. In doing that, we found some other items that needed to be modified as well. On page three, section 3.03, they incorporated associate members into voting privilege. In section 5.01, they changed the number of associate members from two to three, they are still elected by the board of directors. They have a two-year term, but we are allowing four consecutive terms rather than two. There was language added that after a two-year break, if no one else steps up, then they can step up again. In section 5.02, rather than saying members who miss two consecutive meetings will automatically be removed from the board, we changed it to say, "they may be removed by two-thirds vote." The next section talks about the president-elect, we talk about the executive committee makeup, and it does allow for board members who have termed to stay on as officers for up to two-year terms.

There was also the addition of the Executive Director being responsible for the minutes. Jeff Arndt stated that is the end of the significant changes.

Hugh Harrison made a motion to approve the changes to the bylaws, JR Salazar seconded, all were in favor, and the motion passed unanimously.

Mario thanked everyone that participated in working on the update to the bylaws.

**9. Presentation/Interview of Potential Associate Members**

Six interested candidates provided brief presentations expressing their desire, experience, and qualifications for the open positions of associate members. Each candidate was allowed approximately 10 minutes to address board members and answer any questions from the board.

The six candidates were: John Hendrickson from HTG, Ben Herr from First Transit, Sean Powers from Transdev, Jeff Johnson from Creative Bus Sales, Huelon Harrison from Legacy Group, and Kelly Coughlin from Ecolane.

**10. Discussion and Vote on Associate Members**

After each candidate had their opportunity to present, Mario asked that the board cast their ballot secretly by making three selections. Board members on the phone texted in their selections.

After each of the ballots were counted the three Associate Members were Jeff Johnson, Hugh Harrison, and John Hendrickson. Sarah made a motion to accept the three for the Associate Member positions, Lylene seconded, all were in favor, and the motion passed unanimously.

Mario brought the candidates back to the room and thanked everyone for their interest and participation. He read the results of the ballot stating the names of the new associate members and encouraged the candidates that were not selected at this time that there was still the opportunity for involvement through different committees or events.

**11. New Business**

Sarah brought up concerns about Non-Emergency Medical Transportation and the new house bill.

**12. Adjourn**

Tom Logan made a motion to adjourn, Hugh Harrison seconded, all were in favor, and the motion to adjourn was approved unanimously.

Mario Delgado adjourned the meeting at 4:15 pm

Eron Linn made a motion to approve the meeting minutes from the November 14, 2019 Board of Directors Meeting, which was seconded by Tom Logan, and was approved unanimously. The minutes were approved by the Board of Directors on January 21, 2020.

I hereby certify that the above and foregoing pages constituent the full, true, and correct record of all proceedings and official records of the Texas Transit Association at its Board of Directors Meeting.

Approved:  \_\_\_\_\_

Mario Delgado, President, TTA

\_\_\_\_\_ 1/21/20

Date Signed