

# ALTRAN MINUTES

Corrected

June 18, 2024

Altran Office  
Munising, MI

## Call to Order

The meeting was called to order by Dan Malone at approximately 11:02am

## Roll Call

Members Present:

Dan Malone

Jerry Doucette

Cathy Pullen

Marianne Laskay

Members Absent:

Victoria Petruske

Staff:

Paige Eaton-on phone

Valerie Goings

## Approval of Agenda

**MOTION-** Pullen made a motion to approve the agenda, Doucette supported approval of agenda.

Ayes- Malone, Doucette, Pullen, and Laskay. Nays- None. Absent- Petruske.

## Public Comments

None.

## Approval of Minutes- May

**MOTION-** Doucette made the motion to approve the minutes, supported by Laskay.

Ayes- Malone, Doucette, Pullen, and Laskay. Nays- None. Absent- Petruske.

## Approval of Expenditures- May

**MOTION-** Laskay made the motion to approve the expenditures as presented, supported by Pullen.

Ayes- Malone, Doucette, Pullen, and Laskay. Nays-None. Absent-Petruske.

## Approval of Financial Report- May

**MOTION-** Laskay made the motion to approve the financial report as presented, supported by Doucette.

Ayes- Malone, Doucette, Pullen, and Laskay. Nays-None. Absent-Petruske.

## Director's Report

- a. Employee issues
  - i. Samantha T - terminated due to not being a good fit
  - ii. Corey O'Neill Resignation
    - 1. Annual Leave vs Contract w/Altran for CDL Training\*\*

Pullen made a motion to approve action taken by Executive Director, supported by Laskay.

Roll Call vote: Laskay- Aye, Doucette- Aye, Pullen- Aye, Malone- Aye, Nays- None. Absent Petruske.

- b. Driver Shortage
  - i. We recently lost two drivers to the paper mill
  - ii. Lost one new hire to injury and another to family issues
  - iii. Erich has reworked the schedule for sustainability
  - iv. Available times slots are crunchy for ride availability during peak hours
  - v. Annual Leave Request potential issues if we are unable to hire a couple of part-time drivers
  - vi. Other drivers are rising to help with these shortages

- c. Dispatch w/the firing of Samantha in dispatch this will be also be a problem for the two remaining dispatchers to use remaining annual leave
  - i. We will be having discussions with dispatch to try to make due and allow them to utilize their AL
- d. SOAR Bills
  - i. You should have received emails from me notifying you and keeping you updated on MPTA's thoughts on this as well as support
  - ii. Due to my absence, I have missed most all zoom meetings regarding discussions
  - iii. I will work on obtaining updates from Brian, Project Manager when I return
- e. 800mhz Radios Procurement update- Table till next meeting.
  - i. Chuck Lindstrom hired consultant is working with MDOT on this process and moving forward
  - ii. I will obtain an update as soon as possible

Doucette made a motion to accept the decision to table this procurement until next meeting to collect further information, supported by Pullen.

Roll Call vote: Laskay- Aye, Doucette- Aye, Pullen- Aye, Malone- Aye, Nays- None. Absent Petruske.

- f. Readdressing the draft RFQ to submit to MDOT for approval to go out to bid on computer equipment for replacement
- g. New dispatching software
  - i. Not much to discuss; vendor is still working on bugs and issues
  - ii. Obtaining critical reports is difficult and will be at the top of the list after my return
  - iii. I have tasked Valerie to work with the vendor to roll out the ride notifications to riders
- h. Erich & Thomas will be at the Transit Vehicle Maintenance Seminar 6/17/2024-06/20/2024

#### Correspondence

- a. Letter to Corey O'Neill
- b. Email communication in response to letter to Corey O'Neill

#### Committee Report

None.

#### Old Business

None.

#### New Business

None.

#### Public Comments

None.

#### Board Comments

Laskay " Tests will be done Friday after that my availability may be limited"

#### Next Meeting Date- July 16, 2024 - 11:00am

#### Adjournment

**MOTION-** 11:25a meeting adjourned- Pullen made motion to adjourn, supported by Laskay.

Ayes- Malone, Doucette, Pullen, and Laskay. Nays- None. Absent Petruske.

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Signature- Chairperson

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Date