

**GREAT FALLS TRANSIT DISTRICT  
BOARD MEETING MINUTES  
April 22, 2015**

**1. CALL TO ORDER**

The Great Falls Transit District Board meeting was called to order at 7:00p.m., April 22, 2015, in the Conference Room at the Transit Facility at 3905 North Star Boulevard, Great Falls, Montana.

**2. ROLL CALL AND ATTENDANCE**

**Members Present:**

Carl Donovan, Chairman  
Ann Marie Meade, Vice Chair  
Laurel Gebo  
Ken Johnson  
Tim Braulick

**Others Present:**

Jim Helgeson, General Manager  
Nadine Hanning, Finance Manager  
Cathy Bresson, Administrative Asst.

**3. ADDITIONS TO AGENDA**

- 9 a. – Procurement of non-revenue service vehicles
- 9 b. – Approval of the Union Collective Bargaining Agreement

**4. MINUTES FOR BOARD MEETING, March 25, 2015 MEETING**

- Carl Donovan, Chair, asked for any corrections to the minutes of the March 25, 2015 Board meeting. Minutes stand as approved.

**5. MANAGER’S REPORTS**

a. Summary of System Status:

- MTA conference was held in Great Falls. At the conference, Great Falls Transit was awarded the Montana Transit Association “Transit System of the Year” award.
- Jim was elected President of the MTA for another year.
- The new Paratransit software was started Monday. Tablets will be installed in the vans by July 1<sup>st</sup>. This is funded through the Veterans’ Grant.
- The three day can food drive began today. Ride free for a can of food. All food donated will go to the Great Falls Food Bank.

b. Performance Indicators

c. Ridership Reports

d. Financial Reports

- Nadine Hanning, Finance manager, presented her reports to the Board.

**6. CHECK REGISTER**

The March 20, 2015 through April 16, 2015 check register was presented for approval.

Carl Donovan, Chair, called for a motion to approve. Ann Marie Meade moved/ Laurel Gebo seconded. Motion passed.

## **7. COMMITTEE REPORTS**

### **a. Technical Advisory Committee of the MPO (TAC)**

- Did not meet.

### **b. Policy Coordinating Committee (PCC) of the Great Falls Metropolitan Planning Organization. (MPO)**

- Did meet and approved the amendments to the TIP.

### **c. Great Falls TAC**

- The committee did meet. Minutes are in the Board packets

### **d. ADA Advisory Committee**

- did not meet.

## **8. UNFINISHED BUSINESS**

### **a. None**

## **9. NEW BUSINESS**

### **a. Procurement of non-revenue service vehicles.**

- The GFTD is replacing two non-revenue service vehicles with one new minivan and one new SUV. The GFTD Procurement manual state that in purchases exceeding \$10,000 a “Request for Proposal” or “Invitation for Bid” process should be used to Assure competitive bidding. Since all local new vehicle dealerships have their Inventory listed on their websites, management is requesting the Board approve using The “competitive negotiation” process in place of the RFP or IFB processes in order to Speed up the process. There will be no Federal funding used for this purchase.

Carl Donovan, Chair, called for a motion to use the competitive negotiation process in Place of the RFP or IFB process to procure two new non-revenue service vehicles. Laurel Gebe moved/Ann Marie seconded. Motion passed.

### **b. Approval of the Union Collective Bargaining Agreement.**

- The last CBA expired on July 1, 2014 and we have been in negotiations since May of 2014 to agree on a new one. GFT has presented the Union with our best and final offer and they will be voting on the proposal April 28, 2015. Due to the fact health insurance coverage is included in the proposal and a timely transition between policies is necessary to keep the employees coverage, management is requesting the Board to approve the negotiated CBA before the members vote. This will give management the ability to transition the health insurance coverage in a timely manner. Should the union members vote the contract down; the Board will have the opportunity to vote on any future agreement.

Carl Donovan, Chair, called for a motion to approve the negotiated Collective Bargaining Agreement between GFT and Teamster’s Local #2 and allow management to sign the agreement should the union members approve the contract.

Ann Marie moved/Laurel Gebo seconded. The motion was passed.

## **10. PUBLIC COMMENTS**

Linda Huddleston read a letter with questions she wished the Board to answer.

After Ms. Huddleston read her letter, Carl Donovan, Board Chair, informed Ms. Huddleston there would be no answers to her questions because she is in the middle of arbitration and the letter and questions would not be entered into the minutes.

**11. DATE OF NEXT BOARD MEETING**

Work Session – Tuesday, May 26, 2015 at 7:00 p.m.

Board Meeting – Wednesday, May 27, 2015 at 7:00 p.m.

**12. ADJOURNMENT**

Adjourned at 7:16p.m.

**ATTEST:**

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Carl J. Donovan, Chairman