

**GREAT FALLS TRANSIT DISTRICT
BOARD MEETING MINUTES
March 27, 2024**

1. CALL TO ORDER

The Great Falls Transit District Board meeting was called to order at 7:00 p.m., March 27, 2024, 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, Chairperson
Donna Zook, Vice Chairperson
Ann Marie Meade
Ken Johnson

Others Present:

Nadine Hanning, General Manager
Josh Boone, Finance Manager
Brenda Long, Administrative Assistant

Absent

Shyla Patera

3. Pledge of Allegiance

4. Additions to Agenda

Chairperson Donovan wanted to acknowledge student employee Teagan Cardin- Frasure winning an award at Bosses' Night.

5. Minutes for Board Meeting January 24, 2024

A motion was made to approve the minutes by Board member Meade, seconded by Board member Johnson, motion passed.

6. MANAGER'S REPORTS

a. Summary of System Status

General Manager Hanning said we have a Paratransit driver and a maintenance person in training. We still need 1 Para driver to be fully staffed.

FTA grants have been submitted and are under review.

She called the Fairgrounds to book it for the Rodeo on June 16 but the coordinator was out of the office.

The MTA Spring conference is in May, the G.M. will not be going due to Board meetings and staff shortage.

b. Performance Indicators

c. Ridership Reports

d. Financial Reports

e. Check Register

The February 22, 2024 through March 20, 2024 check register was presented for approval, Board member Johnson called for a motion to approve, Vice Chair Zook seconded, motion passed.

7. COMMITTEE REPORTS

a. Technical Advisory Committee of the MPO (TAC)

- The committee met on March 14th and discussed MPO agreement updates and elected a new chair.

b. Policy Coordinating Committee (PCC) of the Great Falls Metropolitan Planning Organization. – The committee did not meet

c. Great Falls TAC

- The committee did not meet

d. ADA Advisory Committee

- The committee did not meet

8. UNFINISHED BUSINESS

a. Transit Development Plan Update

At this most recent meeting TMD discussed getting more input from the city. The City Planners have been invited to the next biweekly meeting. We turned in additional route information and TMD plans to start the next phase of the process by the end of April.

9. NEW BUSINESS

a. Review By-Laws for Updates

We contacted the Election office for input but haven't heard back yet.

b. Assessment of Fare Discounts for Service Organizations

GFTD has received multiple inquiries from agencies providing services to at risk populations for the possibility of receiving discounts on tickets. Upon review and discussion the Board has chosen to adopt a bulk purchase policy.

A motion was made to approve the Bulk Ticket Purchase Discount Policy by Vicechair Zook, seconded by Board member Meade, motion passed.

c. Approval of EEO Policy

A motion was made to approve the Great Falls Transit District Abbreviated EEO Policy by Board member Meade, seconded by Board member Johnson, motion passed.

10. PUBLIC COMMENTS

Shannon Wilson from the City Commission said she glad to be participating in the meetings.

11. DATE OF NEXT BOARD MEETING

Work Session – Monday, April 22, 2024 – 7:00 p.m.

Board Meeting – Wednesday, April 24, 2024 – 7:00 p.m.

12. ADJOURNMENT

Adjourned at 7:21

ATTEST:



Carl J. Donovan, Chairperson

Date: 4/24/24