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8. Swearing in of new Board Members: Curtis Roberts, Director of Administration, swore in the three new board members: Cecelia Benson, Lyle Lundberg, and Lloyd Berentzen.

9. Presentation on use of Survey Monkey - Ron Natali: As part of policy governance, the General Manager (GM) needs to present reasonable interpretations of the board policy to be approved by the Board. Board members will evaluate interpretations via a survey. Because the first survey was confusing, the PEP committee revised the survey to resend. Individuals on the board will determine if the interpretations are on the spectrum of reasonableness, not evaluate them according to the individual's own definition of reasonable. Ron Natali demonstrated how the revised survey will look to the board and basic instructions of how to take it. Ron asked that if board members have any questions or comments that they put them in the comment boxes on the survey. PEP committee members should be able to understand an individual's conclusion (accept, reject, needs further discussion) by the comments provided. Ron showed board members how survey data will look after it's compiled. Craig Wright commented that in the last PEP committee meeting, members talked about doing a brief quarterly training on policy governance when there are new board members. After the survey is closed, Ron will compile the results; responses will be kept anonymous in the compiled data for the board. Data will be tabulated according to voting blocs so that the PEP committee knows which items need further discussion. The board will then review the results and determine what action to take. After reasonable interpretations are established, there will be monthly monitoring reports. Although the PEP committee tabulates and compiles the results, they do not say what "passes" that is determined by the board as a whole. Craig Wright suggested that if only a couple of people want to discuss an item on the survey, they can take it to discuss in the PEP committee; if the motion to discuss in board meeting passes, then discussion moves on to the board meeting. If not, then they move on.

10. Discussion of District meals policy: The CVTD food policy was sent via email to all of the board members to review. Roger Jones said that he'd received many comments from other board members that it's simple and straightforward. Todd Beutler briefly described the separate food categories. Erik Ashcroft commented that he feels it is excessive; he wants to compare this policy with other entities and see if it is in line with what other government entities do. Roger Jones remarked that he sees a couple of options: either the board can tighten up the policy or limit the budget. Norman Larsen asked if staff could report quarterly on food spending throughout the year. Ron Natali commented that the staff could report quarterly until the board has had the opportunity to review the General Manager's interpretations on the financial policies (2.4 and 2.5) in a few months. Cecelia Benson asked that the quarterly reports provide

84 some detail and context. Jeannie Simmonds commented that with two quarters of
85 data, the board will understand the policy better when they review the interpretations.

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87 11. Report on expanding Call-A-Ride (CAR) boundaries - Todd Beutler: The board
88 posed a question to staff about what it would entail if the CAR service were extended
89 to city borders. Todd Beutler explained the current CAR service and ADA
90 requirements. The staff has examined what the potential demand could be according
91 to what the previous demands have been and by who has previously requested service
92 outside of the current service area. The difficulties in projecting the potential demand:
93 one individual can have a large impact on service if the trip lengths are long or they
94 request six trips a day for instance. Todd Beutler explained the possible pros and cons
95 to expanding the CAR service. The expansion of service would be going above ADA
96 requirements, it would create an administrative burden, and if the demand were to
97 suddenly bloom there would need to be more resources added (staff, vehicles,
98 computer software). Additionally, the CAR service is the most expensive service that
99 CVTD provides: fixed route service costs \$0.62 a mile, while CAR service costs
100 \$6.47 per mile (according to the most recent NTD data). Other aspects to consider:
101 there is community support to serve this population. Staff believes that the potential
102 demand can be met and there is the ability to add one additional vehicle. Todd Beutler
103 recommended that the board examine the overall Short Range Transit Plan (SRTP) to
104 meet the needs of the majority as best as they can. Changes to the whole would mean
105 that there would be updates to the CAR service as well. Todd asked that if the board
106 does decide to go forward with expanding the CAR service that they do so with some
107 basic assumptions: service is restricted to only people who qualify via ADA, riders
108 comply to ADA (in everything but the mileage aspect), the service stays zero fare, the
109 added service is not advertised, and the service is only offered from Richmond to
110 Hyrum. A couple of board members brought up concerns about the potential demand
111 going up beyond what is anticipated. Some discussion about potentially expanding
112 service on a trial basis. Rodger Pond pointed out that taking away the service, even if
113 it is offered on a trial basis, would be bad PR. Discussion around the next steps in the
114 SRTP and timetables. Roger Jones asked for a motion to either move forward on the
115 changes or to delay until the SRTP is examined. Norman Larsen motioned to wait and
116 see how the SRTP might change service; Sue Sorenson seconded. Craig Wright asked
117 that a time limit of three months be set for the staff to present on the SRTP. Vote was
118 unanimous.

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120 12. Board Chair report: Nothing to report.

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122 13. General Manager Report: Todd Beutler briefly went over the ridership report, which
123 covers the last three years. Ridership is still going down; however, CVTD still ranks
124 the highest among its peer systems (a lot because of zero fare). Society is changing:
125 car convenience prices are lowering, there are services such as Uber and Lyft, and

126 society is used to everything being at their fingertips. Todd cautioned the board
127 against solely chasing ridership, but there are things that can be implemented to
128 attract ridership. It needs to be determined what kind of riders CVTD is trying to
129 attract and then determine how to serve that population. Erik Ashcroft asked if STIC
130 funding has been affected. Todd answered that CVTD is currently at two and it could
131 possibly go down to one. Curtis Roberts explained some of the aspects of STIC
132 funding such as the six funding conditions, the amounts, and how some of the
133 conditions counteract each other; CVTD has consistently qualified for three of them
134 in the past and gotten as many as four. Norman Larsen asked if the next report could
135 indicate how many of the service miles were for the ADA services.

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137 14. **Adjourn:** Board Chair Roger Jones adjourned the meeting.