

1 **Regular Board Meeting Minutes**
2 **Cache Valley Transit District**
3 **Wednesday, September 22, 2021**
4 **5:45 pm**
5 **Logan City Hall**
6 **290 North 100 West, Logan, Utah**
7 **City Hall Conference Room**

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10 *Present:* Holly Broome-Hyer, Craig Wright, Cecelia Benson, Lieren Hansen, Jeannie
11 Simmonds, Shaun Bushman, Patrick Jenkins, Terrie Wierenga, Mary Barrus, Jeff Turley,
12 Mike Arnold, Ron Bushman, Paul James, Glen Schmidt, and Abraham Verdoes

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14 *Excused:* Sue Sorenson, David Geary, Gregory Shannon, and Lyle Lundberg

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16 *Others:* Todd Beutler, Charise VanDyke, and Curtis Roberts

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18 **Regular Meeting Agenda**

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20 1. *Call to order:* Board Chair Craig Wright
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22 2. Pledge of Allegiance
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24 3. *Acceptance of Minutes:* Craig Wright asked for a motion to approve the August
25 minutes and agenda. Patrick Jenkins moved; Holly Broome-Hyer seconded. Vote was
26 unanimous.
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28 4. *Approval of Agenda:* Craig Wright moved the approval of the agenda with the
29 minutes. Vote was unanimous.
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31 5. Next Board Meeting: October 27, 2021
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33 6. Questions or comments from public: No questions or comments.

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35 **Board Business**

36 **7. Board Business:**

- 37 A. Consideration of District retirement plan amendment – Jeff Turley, Policy
38 Committee Chair: The District wants to amend the retirement plan. The
39 amendment would allow employees to shift their retirement accounts [457(b) and
40 401(a)] to self-directed brokerage accounts if they so choose. This would enable
41 them to personally direct investments or hire an outside financial professional to
42 do so for them. This gives employees more options and provides an incentive to

Approved 10/27/2021

put more money towards retirement. It's a growing nationwide trend for employers to offer this for retirement plans (between 25 to 40 percent of employers in different states in all sectors, both private and public). Even Utah retirement does this, as it makes good fiduciary sense. It also absolves the District of some liability because employees can sue if retirement plans are not being monitored well. Employees are advised that if they choose this route, they should get an investment advisor to assist them. Jeff Turley motioned to amend the retirement plan to include resolutions 21-01 and 21-02 in the packet (to include self-directed brokerage accounts). Craig Wright seconded. Vote unanimous.

- B. Update on Lifeline Voucher Program – Zac Covington & Jenny Rodriguez, BRAG: BRAG has been involved in medical vouchers since about 2014. In 2019, the District provided some funding for this lifeline voucher program. The program has been successful, but it has been a challenge to find the individuals who need it. BRAG administers the program because they already serve low-income clients. From November 2019 to August 2021, there have been 224 trips and 9,350 miles traveled. The client chooses their own driver; BRAG has been advised not to choose the driver for insurance and liability purposes. The driver documents the trip and sends the vouchers back. In similar programs around the state (in rural locations), they have found a higher need than they thought (some spent the money in under 6 months). Discussion about the voucher program. The voucher program qualifications are different from the paratransit service qualifications (usually used by those who don't have access to paratransit). The cap for those who use the program is 1,200 dollars a year (allocated according to need). Money for the program has come from the District, CARES funding, and private donors (when the money is gone it's gone). District money not used goes back into the fund balance (money has to be budgeted and approved yearly). Some of the money goes towards administration of the program, as some clients need a little help. The District partnered with BRAG because they already have the expertise to work with these clients. Utilization of the program varies depending on the client (could be once a month or multiple times a week). Currently, there are about eight clients with a few more potential clients. The cost may higher per individual (versus cost per trip in public transit), but it does a lot of good for the people who need it the most; some have to choose between going to the doctor and eating food.

8. General Manager/Staff Reports:

- A. Report on Federal Transit Administration's Triennial Review – Todd Beutler, CEO: To give context, the Federal Transit Administration (FTA) regularly sends a reviewer who spends two or three days onsite reviewing records. Because of COVID, the reviewers worked remotely, so instead of two or three days it took three weeks. The FTA reviewers looked at the District's compliance in 21 areas.

85 There were five total deficiencies in three review areas (3 in procurement, 1 in
86 Disadvantaged Business Enterprise, and 1 in program requirements). One finding
87 was resolved before the review was done; the other four will be resolved by
88 March. Across the region, the average is seven deficiencies.
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- 90 B. Second quarter service report – Todd Beutler, CEO: Looking at April through
91 June (first months of the pandemic in 2020), ridership has come back consistently
92 (comparing 2021 to 2020). In regards to ridership, we still don't know what the
93 new normal is. The new bus stop at USU (behind the business building) is
94 complete and already being utilized.
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96 9. **Board Chair Report:**

- 97 A. Nothing to report.
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99 10. **Adjourn:** Board Chair Craig Wright adjourned the meeting.