



Birmingham-Jefferson County Transit Authority
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BOARD MEETING MINUTES

Wednesday, June 22, 2011

Opening: The meeting was called to order by Chairman Brian Hamilton, at 12:05 p.m. in the Public Meeting Room, located at Central Station, 1735 Morris Avenue, Birmingham, Alabama 35203.

Members Present: Joyce Brooks, Jack Darnall, Brian Hamilton, Johnnye P. Lassiter, Ronald Lyas

Members Absent: Guin Robinson and Rev. Patrick Sellers

Others Present: Debra Anderson-Burse, Peter Behrman, Christopher Bolling, Anna Brown, Ernestine Cobb, Marva Douglas, Cynthia Dowdell, Bing Edwards, Butch Ferrell, Frank Galloway, Jacquese Gary, Judy Gordon, Howard M. Harris, Jr., J. O. Hill, Lee Jackson, Barbara Lawson, Chris Leffert, Frank Long, Julie McMillan, Joshua Meeks, Alexia Patterson, Kevin Owens, Lala Randle, Makeda Smith, Jonice Vanterpool, and Solomon Wilson.

A moment of silence was observed.

Mrs. Brooks led the assembly in the recitation of the **Pledge of Allegiance**.

Adoption of the Agenda: The agenda was adopted by general consent.

Adoption of the Minutes: The minutes were adopted by general consent.

Chairman's Report:

Chairman Brian Hamilton welcomed Judge Nyya Parson-Hudson and new board member Jack Darnall to the meeting. Judge Hudson performed the swearing-in ceremony for Mr. Darnall. He said that it was an honor to be serving on the board, representing the City of Mountain Brook.

Mr. Hamilton asked for a report from the ad hoc committee that was charged to recommend a permanent way to honor the late Doris Powell. Ms. Lassiter responded that she had met with committee members Guin Robinson and Ronald Lyas. The committee agreed that it would be most appropriate to have Ms. Powell's name out in the public. The committee suggested naming a bus stop or route in memory of Ms. Powell. Mr. Hamilton charged the Program Development Committee to take the necessary steps in making it happen.

Committee Reports –

- A. **Finance Committee:** Ms. Lassiter reported that the Committee met and worked from a revised agenda. Items discussed were the FY2012 budget, a travel request, bus washer, and five resolutions. Resolution No. 2011-29 was tabled; Nos. 2011-40, 2011-41, 2011-42, 2011-43, and 2011-44 were forwarded to the full board with favorable recommendations.
- B. **Human Relations Committee:** Mr. Lyas reported that the Committee met and handled the evaluation of the executive director. The Committee forwarded Resolution No. 2011-40 to the full board for its consideration.
- C. **Program Development Committee:** The report was accepted as read.

Executive Director's Report -

Executive Director Peter Behrman reported that the City of Birmingham has passed their budget and staff is preparing the BJCTA budget to be consistent with approved revenue projections.

Staff is working on the labor agreement, using “interest-based bargaining” tools. The board will receive updates as the process goes forward.

Candidates were interviewed for the Director of Transportation position and also that of the Chief Financial Officer. Announcements of the selections will be made soon.

Mr. Behrman thanked the efforts of Rev. Sellers who represented the board and officiated at the ribbon cutting ceremony at the Eastern Health Center. Mr. Hamilton also thanked Ms. Lassiter and Ms. Brooks for joining Rev. Sellers.

Approval from the city and county were received toward eliminating Sunday dart service.

The Pension Allowance Committee met to discuss the under-funded plan. The Committee is investigating ways to increase the plan's stability.

A number of staff attended a training session offered by FEMA and the local Emergency agencies. Valuable information was provided on how to handle the transportation of persons with special requirements before, during, and after emergencies.

Financial Report

Mrs. McMillan reported that as of May 31, 2011, assets were \$41,424,671.44 while total liabilities were \$10,734,187.94. The Income Statement details year to date revenues of \$28,868,360.72 and expenses of \$20,567,137.29 resulting in a difference of \$8,301,223.43. The total cash and cash equivalents were \$9,476,054.48 of which \$7,416,777.98 was the balance in the operating and money market accounts. Total overall variance with the budget is a positive \$2,881,330.17. The major factor for the positive variance in revenues is approximately \$323k in ad valorem taxes and \$373k, in

FTA reimbursements for preventative maintenance. On the Expenses, the major factors for the positive variance are favorable health claims of \$274k, \$1,309k set aside for the bus rehab program and normal repairs. Other favorable factors include \$183k due to the lessening of our use of diesel and \$91k budgeted for the production of the new Transit Development Plan.

In regards to revenues from the City of Birmingham, the months of April and May have been approved for payment; the month of June has not been approved at this time. Jefferson County owes approximately \$48,000.

The deadline for storm victims applying for BJCTA assistance was extended. There are now seven applications under consideration for the hardship fund.

Mr. Hamilton requested that the board be provided a copy of the first quarter Pension's Performance Report.

Resolutions for Consideration and Approval:

- A. **Resolution No. 2011-40:** In Recognition and Appreciation to Frank C. Galloway, Jr., for His Service as a Member of the Board of Directors of the Birmingham-Jefferson County Transit Authority was moved by Mrs. Brooks, seconded by Ms. Lassiter and approved by general consent.
- B. **Resolution No. 2011-41:** Authorization for the Executive Director to Exercise the Final Renewal Option of the Contract with Dynamic Security Services to Provide Physical Security Services was moved by Ms. Lassiter, seconded by Mrs. Brooks and approved by general consent.
- C. **Resolution No. 2011-42:** Authorizing Adoption of an Amendment to BJCTA Purchasing Policies & Procurement Manual, Policy P-160 Bids – Evaluation and Award was moved by Ms. Lassiter, seconded by Mrs. Brooks and approved by general consent.
- D. **Resolution No. 2011-43:** Authorization for the Executive Director to Approve the Ordering of Two Cummins CNG Engines and Authorize Payment of Invoices to W.W. Williams was moved by Mrs. Brooks, seconded by Ms. Lassiter and approved by general consent.
- E. **Resolution No. 2011-44:** Authorization to Purchase Items For Wheel Assembly on Four (4) Orion Buses was moved by Mrs. Brooks, seconded by Ms. Lassiter and approved by general consent.

Old/New Business:

Evaluation of the Executive Director

In response to Ms. Lassiter, Mr. Hamilton replied that he had met with the executive director on this same day and presented the evaluation to Mr. Behrman, as recommended by the Human Relations Committee.

Appointment

Mr. Darnall was asked and agreed to serve as a member of the Finance Committee.

Safety

Ms. Brooks referred to the request of Director Robinson for staff to provide a safety report at this board meeting. The report could be found on page 56. Ms. Lassiter requested that future safety reports include numbers of training participants.

In response to Mrs. Brooks' questions regarding disruptive students, Transportation Manager Solomon Wilson reported that he had met with the principal, a police officer, and a member of the board of education. Whenever a problem arises, the supervisor will immediately call the police to have the student removed from the bus. There is a citizen on board the bus who does not get involved in the disruption but is present to identify the disruptive student. In order to refuse service to a student, the BJCTA must file a complaint and go to court for an order of refusal.

Mr. Behrman announced that he had met with Chief of Police A. C. Roper. More help was promised from the police department.

Public Comments:

Judy Gordon read the attached speech that she gave at the Kiwanis Club on June 9, 2011. She will also address the Vestavia Hills City Council on Monday, June 27, 2011.

The **Meeting Adjourned** at 12:53 p.m. The next **Regular Meeting of the Board of Directors** will be held **Wednesday, July 27, 2011 at 12:00 PM** Central Station, 1735 Morris Avenue, Birmingham, AL.

Minutes submitted by: Barbara Lawson, Administrative Assistant

Date: _____

Approved by: _____
Brian Hamilton, Chairman

Attest: _____
Johnnye P. Lassiter Secretary/Treasurer