



Birmingham-Jefferson County Transit Authority
1735 Morris Avenue · Post Office Box 10212 · Birmingham, Alabama 35202-0212
Phone (205) 521-0161 · Fax (205) 252-7633 · www.bjcta.org

CORRECTED – DESTROY ALL VERSIONS PRIOR TO 3/24/2010
BOARD MEETING MINUTES
Wednesday, February 24, 2010

Opening: The meeting was called to order by the Chairman, Guin Robinson, at 12:02 p.m. in the Council Chambers, City of Tarrant, located at 1604 Pinson Valley Parkway, Tarrant, Alabama.

Members Present: Joyce Brooks, Frank C. Galloway, Brian Hamilton, Walter Jones, Johnnye P. Lassiter, Doris Powell, Guin Robinson, and Rev. Patrick Sellers

Members Absent: Ronald Lyas

Others Present: Debra Anderson-Burse, Anna Brown, James Burrow, Deirdre Byrd, Christopher Bolling, Raymond Chambliss, Ernestine Cobb, William Copling, Butch Ferrell, Jacquese Gary, Judy Gordon, John C. Harris, William C. Hewitt, Willie Jenkins, Barbara Lawson, Chris Leffert, Dr. Jesse Lewis, Tracy Lewis, Carol Lyles, L.A. Moss, Kevin Owens, Jon Paepcke, Kevin Palmer, Nicholas Porterfield, Charles Ridley, Joi Scott, Ken Simon, Rhonda Siserir, Loxcil Tuck, Jerry Wade, Solomon Wilson, Deborah Witt, James Wormely, Jr., and Alberto Zaragoza

A moment of silence was observed.

Guin Robinson recognized Mayor Loxcil Tuck, City of Tarrant, and thanked her for hosting the BJCTA board meeting in their city. He also recognized Alberto Zaragoza, Mayor of Vestavia Hills, and Judge Agnes Chappell and thanked them for their presence.

Mayor Tuck led the assembly in the recitation of the **Pledge of Allegiance**.

Judge Raymond Chambliss administered the oath of office to new Board Director Joyce E. Brooks. Mrs. Brooks commented that she was happy to be a part of the Board and was looking forward to contributing to the progress and improvements being provided for the citizens of Birmingham and Jefferson County.

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

Adoption of the Minutes: The minutes were adopted by general consent, with the following correction on the Program Development Committee Report, paragraph 2, sentence 2, should read “William Copling, Interim Executive Director, replied they were not.”

Chairman's Report –

Peer Review by the American Public Transportation Association (APTA)

Mr. Robinson referred to a letter addressed to the president of APTA on behalf of the Board that requested a peer review of the BJCTA by industry professionals. There were no objections or changes recommended for the letter; therefore, a copy of the letter will be faxed and the original will be mailed.

Legal Services

The current contract for legal services expired on February 21, 2010. Proposals to the RFP for Legal Services have been received and are under review. This item will be on the agenda for approval at next month's board meeting.

Rev. Patrick Sellers moved that the current contract with Christian and Small for legal services be extended; seconded by Doris Powell and approved by general consent. Frank Galloway moved that the period of extension be until March 31, 2010; seconded by Rev. Sellers and approved by general consent.

Announcements:

Mr. Robinson reminded members of two upcoming events:

- The workshop entitled: "Overview of Transit Procurement for Senior Leadership" will be held March 18, 2010, at the Birmingham-Jefferson County Transit Authority. This workshop is sponsored by the Federal Transit Association and will be presented by the National Transit Institute.
- The joint meeting between the Transit Advisory Committee members and the Board of Directors will be held March 24, 2010, immediately following the regularly scheduled board meeting.

City of Birmingham:

A contract in the amount of \$3 million for extended BJCTA services was approved at this week's city council meeting. The mayor and all council members gave comments and some members voiced any concerns. Mr. Robinson was encouraged by their comments and their recognition that to provide a world class transit system, a dedicated funding source must be found. Ms. Powell commented that she was also encouraged by the meeting and looks forward to working with Mayor William Bell and the Blue Ribbon Panel in moving forward.

Interim Executive Director's Report –

William Copling, Interim Executive Director, reported the following:

- The City of Brighton will be meeting to discuss the outstanding balance owed to the Authority and an amount that can be submitted for payment.
- A meeting is scheduled with the City of Lipscomb on February 26, 2010.
- The contract with the City of Birmingham is in hand and ready to be signed.

Richard Nardecchia, Chief Financial Officer, reported that as of January 31, 2010, assets were \$31,129,254.49 while total liabilities were \$11,237,913.91. The Income Statement details year to date revenues of \$10,287,441.31 and expenses of \$9,662,173.95 resulting in a difference of \$625,267.36. The total cash and cash equivalents were \$6,288,339.78 of which \$6,261,705.17 was the balance in the operating and money market accounts. The debt owed to Compass Bank was \$260,574.60, which will be retired in June 2010. Total overall variance with the budget is a positive \$1,355,129.30.

Mr. Nardecchia further reported that the annual financial audit has been completed and there were no findings. There were no significant internal control issues of any concern and the financial statements fairly represent the situation of the Transit Authority. Rev. Sellers applauded the efforts of staff and the board for overseeing such great progress over the years. He made the motion to approve the audit; seconded by Walter Jones, and approved by general consent.

Resolutions for Consideration and Approval:

Resolution No. 2010-06 - Authorization to Exercise the One-Year Option in the Agreement between Bridgestone Firestone North American Tire, LLC and the Birmingham-Jefferson County Transit Authority Regarding Tire Leases and Service Agreement was tabled so that staff could investigate discrepancies noted by Frank Galloway.

Old Business –

Update on the Executive Director Position:

Brian Hamilton reported that the BJCTA had received a total of twenty-eight (28) applications toward the advertised position; questions had been sent to the applicants on January 21, 2010, and twelve candidates responded. The Board of Directors evaluated the responses and resumes to rank each candidate for determining who should be interviewed.

Mr. Hamilton recommended that the Board of Directors interview the top five candidates, based on the analysis and ranking of candidates by the Board. He commented that two of the candidates had requested their names not be disclosed. Mr. Jones moved that the BJCTA contact those two individual candidates and tell them that the Board considers it a condition for further consideration to make their name public; seconded by Rev. Sellers, and approved by the following roll call vote that resulted seven (7) ayes from Joyce Brooks, Brian Hamilton, Walter Jones, Johnnye P. Lassiter, Doris Powell, Rev. Patrick Sellers, and Guin Robinson; and one (1) no from Frank Galloway. Board support was instructed to contact the two additional candidates for their approval to disclose their names. An answer would be requested by close of business on this day. If the candidates should refuse to have their names disclosed, the Board will interview the three remaining top candidates. After the candidates have been interviewed, the process is still open to move down the line. [In the March 24, 2010 meeting, Mr. Hamilton clarified the intention of this sentence and said that after the Board interviews the candidates, if the Board is not satisfied, then the Board would move to the next candidate.] Mr. Hamilton moved to interview candidates Behrman,

Copling, Weaver and the two additional candidates if approval was given to disclose their names; seconded by Rev. Patrick Sellers and approved by general consent.

Mr. Galloway moved that the Board Chairman be in charge of the interview process and the input for questions by all members for a structured interview process; seconded by Mr. Hamilton and approved by general consent. Mr. Robinson requested that board support poll the members for dates available for interviewing the candidates. Mr. Robinson applauded the efforts of the Human Relations Committee and all others who participated thus far in the search for a permanent executive director.

Old Business –

Mr. Robinson recognized and thanked board support Barbara Lawson for her efforts on behalf of the Board and also thanked every BJCTA employee who works very hard every day on behalf of the Authority.

Mr. Jones applauded the efforts of Mr. Robinson and staff who had participated in various meetings with the mayors and other officials of participating municipalities in resolving transit issues.

Employee of the Month:

Mr. Copling recognized mechanic James Burrow as Employee of the Month. Mr. Burrow is a long term employee who has always done great things on behalf of the Authority. More specifically, on February 12, 2010, Mr. Burrow performed outstandingly in freezing weather conditions, exhibiting a great level of tolerance, patience and professionalism throughout the day.

Mr. Hamilton requested two items for the next committee meetings:

- A report from the customer service director
- That principals of our security providers be present

Public Comments –

Anna Brown referred to the response letter received from Mr. Copling in regards to her comments made in the January board meeting. She commented on items that have not been improved, especially the customer service items and vehicle cleaning, on bus numbers 40, 23, 45, 14, and a dart. Mr. Robinson suggested that staff address the issues again in more detail. Mr. Jones commented that some of the issues were works in progress and recommended that Mr. Copling arrange a meeting with Ms. Brown to further communicate with her regarding the items; Mr. Robinson concurred.

Deborah Witt commented that she would like to bring her cell phone to a Board meeting in order to verify comments regarding customer service.

The **Meeting Adjourned** at 1:00 p.m. The next **Regular Meeting of the Board of Directors** will be held **Wednesday, March 24, 2010 at 12:00 PM** at Central Station, 1735 Morris Avenue, Birmingham, AL.

Minutes submitted by: Barbara Lawson, Administrative Assistant

Date: _____

Approved by: _____
Guin Robinson, Chairman

Attest: _____
Frank C. Galloway, Jr., Secretary/Treasurer