

# MINUTES

## LENAWEE PUBLIC TRANSPORTATION AUTHORITY WEDNESDAY

\*\*\*\*JANUARY 31, 2024 \*\*\*\*

Lenawee Room-Human Service Building  
1:30PM

*List  
Attendees*

- I. Call to Order: 1:32 PM
- II. Roll Call-Absent- C. Brugger. B. ~~Blint~~<sup>fenby</sup>(remote) *Attendance add Morgan Torres*
- III. Approval of the Agenda MOTION K. SZEWCZEK. SUPPORT A. YOUNG. MOTION CARRIED.
- IV. Approval of DECEMER Minutes MOTION R. AMO. SUPPORT N. OWEN. MOTION CARRIED
- V. **Public Comment- limited to 2 minutes.**
- VI. Approval of Financial Report DECEMBER MOTION A. YOUNG. SUPPORT K. SZEWCZUK. MOTION CARRIED. Daisher informed the board that she has enlisted the help of Donna Baker and Associates to work with her on the financials. Daisher was working with an individual from the firm, but the individual was based out of Florida. This proved problematic as the individual was supposed to help with the closing of the Lenawee Transportation Corporation and opening of the Lenawee Public Transportation Authority. A new individual has been assigned and Daisher is working with the individual to tie up the loose ends that were overlooked. The auditors are not able to help Daisher as if they were to help, they would not be considered "independent".
- VII. Approval of DECMBER bills MOTION K. SZEWCZUK. SUPPORT R. AMO. MOTION CARRIED. Questions on what National Interstate bill was. Daisher informed the board that it is for vehicle insurance.
- VIII. Operation Report -NO MOTION NEEDED Daisher reported on the number of rides, categories (Senior, Disabled, Senior Disabled and Regular passengers) miles and days of service. The numbers are slightly lower than November as December holidays and weather.

IX. Mobility Management Report

- a. 139 rides scheduled.
- b. Of the 139 rides, 112 were completed. The difference reflects passenger cancellations and trips rescheduled due to weather. The 112 rides produced \$5600 in revenue for the month.
- c. Torres explained how we have connected riders with resources such as insurance, Department of Aging, DHHS and Wellwise Services.
- d. Torres is still trying to work with DHHS to help riders make the connection between passengers and the agency.

X. Miscellaneous-

- a. A sub committee met and discussed goals for the Executive Director for the year.
  - i. Increase ridership in various categories – Senior, Disabled, Sr. Disabled, Regular. Collect first year collect baseline data.
  - ii. Strengthen Community Partnerships
  - iii. Identify specific staffing needs and prepare a plan to address those needs.
  - iv. Update/create policies pertaining to Operations and Personnel for Board review/approval.

MOTION TO APPROVE GOALS FOR EXECUTIVE DIRECTOR. MOTION R. AMO SUPPORT A. YOUNG. MOTION CARRIED.

b. Application

- i. Discuss the need to schedule a short meeting to sign a resolution of intent that is needed for the FY 2025 application. This meeting will provide numbers regarding Federal and State funding and the portion that is expected by Local funding.
- ii. Meeting scheduled for Friday, February 9, 2024, at 1:00 pm.

MOVE TO ADJOURN THE MEETING AT 1:59 PM. MOTION K. SZEWCZUK. SUPPORT N. OWEN.

NEXT MEETING IS SCHEDULED FOR:

**LENAWEE PUBLIC TRANSPORTATION AUTHORITY**  
**WEDNESDAY, MARCH 27, 2024**

1:30 PM