

**TEXOMA AREA PARATRANSIT SYSTEM  
MINUTES OF THE BOARD OF DIRECTORS  
REGULAR MEETING  
April 29, 2020**

**MEMBERS PRESENT:** Leon Klement, Bill Magers, Pamela Howeth, Obie Greenleaf, Kevin Hayes, JD Clark, Rick Lewis, and Mike Campbell

**MEMBERS MISSING:** Dean Lackey

**STAFF PRESENT:** Josh Walker, Shellie Cherry, and Shellie White (Zoom)

**GUESTS PRESENT:** none

The TAPS Board of Directors met through Zoom for a regular Board Meeting due to Covid-19 pandemic. Treasurer Pamela Howeth gave the invocation.

- I. **CALL TO ORDER:** Chairman Leon Klement declared a quorum, calling the meeting to order at 1:00 pm.
  
- II. **PUBLIC HEARINGS:** Citizens may speak on items listed on the agenda as Public Hearings. A “Request to Speak Card” should be completed and returned to the Board Secretary before the Board considers the item listed under Public Hearings. Citizen comments on public hearings are limited to three (3) minutes.

There were no speakers.

- III. **APPROVAL OF BOARD MINUTES:** Chairman Leon Klement presented the minutes from the January 29<sup>th</sup> Board meeting for approval. Treasurer Pamela Howeth made a motion to approve the board minutes as presented. Board member Obie Greenleaf seconded the motion. The motion was passed unanimously.
  
- IV. **MONTHLY FINANCIAL UPDATE:** Finance Manager Shellie White gave the board the financial update for budget variance and monthly bank detail to the board for the months of January, February, and March.
  
- V. **MONTHLY OPERATIONAL UPDATE:** Josh Walker discussed the Quarterly Management & Compliance Report which consists of monthly maintenance information (road calls, fleet miles, PM inspections, etc.) and the drug and alcohol information (pre-employments,

randoms, post accidents, etc.), safety information including accidents and injuries, and any Civil Rights complaints (Americans with Disabilities Act (ADA) and Title VI).

Josh Walker gave the ridership reports for January, February, and March. The ridership for February was down due to weather. The ridership in mid-March dropped due to the Covid-19 virus. We are doing meal delivery in response to the Covid-19 virus and we are not turning down riders.

- VI. **REVIEW/DISCUSSION REGARDING POSSIBLE AMENDMENT TO TRANSDEV CONTRACT:** Josh Walker discussed with the board how to maintain workforce readiness and we are working under the guidance of the newly released relief funding. Through the Cares Act, FTA has asked that agencies continue to pay employees who are on leave of absence or quarantine. What we did because we have had to furlough some individuals, we would like to bring those individuals back and pay them based on their historical pay. What we would do is add that on as inflator to the fixed fee for the next 90 days. Vice Chairman Magers made a motion to approve this amendment. Board member Obie Greenleaf seconded the motion. The motion was passed unanimously.
- VII. **EXECUTIVE SESSION:** Pursuant to Chapter 551 of the *Texas Government Code*, to discuss the following subjects and reconvene to take any action resulting from the Executive Session (the board reserves the right to convene into executive session throughout the meeting).  
Following the closed Executive Session, the Board of Directors will reconvene in open and public session and take any action as may be desirable or necessary as a result of the closed deliberations.
- There was no Executive Session
- VIII. **SCHEDULE NEXT BOARD MEETING:** The next board meeting will be Wednesday, June 24, 2020 at 2:00 pm.
- IX. **COMMENTS BY TAPS BOARD OF DIRECTORS:** No comments by the Board.
- X. **ADJOURNMENT:** Vice Chairman Magers moved for adjournment the meeting. It was seconded by Board member Rick Lewis and meeting adjourned at 1:23 p.m.

Passed, approved and adopted at Board meeting held on July 29, 2020.