

START Board Proceedings

February 11, 2021

Jackson, WY

I: The START Board held a virtual meeting via Zoom. Upon roll call the following were found in attendance of the virtual meeting:

II. START Board: Cathy Kehr, Anna Kerr, Cate Watsabaugh, Jared Smith, Ty Hoath, Wes Gardner and Brett Simic

Staff: Larry Pardee, Lea Colasuonno, Sandy Birdyshaw, Darren Brugmann, Jeff Deal and Courtney Schwartz.

Liaisons: Arne Jorgensen – Town of Jackson

Susan Mick and Luther Propst were not present for this virtual meeting.

Swearing in new START Board Members. Sandy Birdyshaw swore in new START Board member Benjamin Goldberg.

Treasurer appointment. Motion made by Ty Hoath, seconded by Benjamin Goldberg, to appoint Cathy Kehr as Treasurer for the calendar year of 2021. START Board agrees unanimously.

III: **Public Comment.** None.

IV: **Meeting Minutes.** Motion made by Ty Hoath to adopt the January 14th meeting minutes as written, 2nded by Wes Gardner. START Board agrees unanimously.

V. **Board Committee Reports.** START Board Committees were formalized. Committees are encouraged to meet each month if necessary. No reports given at this START Board meeting.

- A. Executive/Finance (Jared Smith, Ty Hoath, Susan Mick, Cathy Kehr)
- B. Operations (Wes Gardner, Jared Smith, Ty Hoath, Brett Simic)
- C. Advocacy/Outreach (Cate Watsabaugh, Anna Kerr, Susan Mick, Wes Gardner)
- D. Marketing/Education (Anna Kerr, Ty Hoath, Brett Simic, Benjamin Goldberg)

VI. DISCUSSION/ACTION ITEMS

- A. **START Board Working Agreement.** Edits are to be made including responding to media inquiries, or speaking in person or on social media, with an emphasis on supporting what the START Board voted on together and not speaking as a citizen or individual board member. The Chair is the only person to speak on behalf of the START Board. This working agreement is a guideline and not enforceable rules or procedures. If a board member is to step outside this agreement the Chair is to contact that board member to have a discussion. Motion made by Cathy Kehr, 2nded by Ty Hoath, for the START Board Working Agreement to be redrafted by the Town Attorney and Staff with the edits discussed. START Board agrees unanimously.
- B. **Governance Documents.** Rules and Procedures of the START Board were reviewed by the START Board. Wes Gardner requested Board Committee Reports on the agenda to present at START Board meetings. Passenger Rules of Conduct were reviewed by the START Board. Adding a bullet point of complying with federal, state, and local laws of applicability to ensure mask compliance or COVID related subjects was suggested. Motion made by Jared Smith, to direct Staff to begin the public process to enact the Passenger Rules of Conduct and the Rules and Procedures of the START Board. Seconded by Cathy Kehr with the amendment to include the changes as discussed in the meeting. START Board agrees unanimously.

FY22 Operation and Work Plan. An action plan and timeline were requested by the START Board for the assigned priority items. The following START Board members volunteered to lead their respective committees until a Chair

for each committee can be nominated and voted on. Cate Watsabaugh – Advocacy/Outreach, Ty Hoath – Marketing/Education, Wes Gardner – Operations, Jared Smith – Executive/Finance.

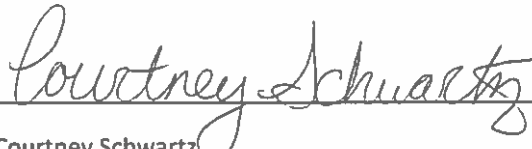
VIII. Matters from Board, Liaisons and Staff

- A. **Board:** The START Board communicated interest in the February 22nd JIM Retreat, and revisiting service to the airport. The START Board requested the 2010 study done by Nelson Engineers to be circulated to them from the Director.
- B. **Town Liaison:** Arne Jorgensen communicated each Joint Board has very different requirements and organizational structure. The different Joint Boards could be mentioned from a 30,000-foot level at the JIM Retreat on February 22nd, but it is not expected to delve far into the nuances of each joint department. It has not been decided if Arne Jorgensen is to county as the Town Liaison.
- C. **County Liaison:** Luther Probst – not present.
- D. **Teton Valley Liaison:** Doug Self, City of Driggs – nothing to report.
- E. **Director/Staff Report**
 - 1. **FTA – Funding Update for FY22.** CARES Act funding was received for FY21. As a small rural transit system START did not receive additional COVID relief (CRRSAA) funding. The allocations for next fiscal year through FTA funding are set without any considerable increases.
 - 2. **Mid-Season Adjustment: Teton Village Local Route.** This adjustment was decided by Staff after reviewing ridership numbers and to provide more reliable and timely service throughout the system.
 - 3. **Mid-Season Consideration: Circulator Route.** Ridership levels are being reviewed on the Circulator Route after receiving comments from the public about too many buses on Rancher Street, and requests for service at Homestead. The Operations Committee will consider options presented by Staff.
 - 4. **Ridership Report – Including Salt Lake Express.** For calendar year 2020 START finished 46% below previous ridership levels.
 - 5. **COVID Update – Federal Security Directive:** Federally required mask mandate for all transit systems. START is continuing to work with Jackson Police Department for random mask checks on START Buses. START Staff is also participating in random mask checks on START Buses.
 - 6. **Fare Media Sale Location – Town Hall.** All START Bus passes and tickets will now be sold at Town Hall.

VIII. Executive Session. Not needed.

IX. Adjourn. Motion made by Ty Hoath to adjourn, 2nded by Cathy Kehr. Meeting adjourned.

The seconded START Board meeting will be held on virtually on Thursday, March 11th from 11:30 am – 1:30 pm.

 4/9/2021

Courtney Schwartz

Date

Administrative Assistant (Minutes Editor)

The undersigned duly qualified and acting chairman of the Southern Teton Area Rapid Transit Board certifies that the foregoing is a true and correct copy of the minutes approved at a legally convened meeting of the Southern Teton Area Rapid Transit Board.

 4/9/21

Jared Smith, Chair

Date