



MINUTES OF THE TRANSIT COMMISSION

WEDNESDAY, FEBRUARY 17, 2021, 8:15 AM

TRANSIT

901 University Ave

A. ROLL CALL.

I. Roger Kolb, Chair; Emily Ysebaert, Vice-Chair; Kevin Kuehn, Secretary; Alderman Randy Scannell, Rashad Cobb, Michael Conley-Kuhagen and Jessica Franco-Morales

Present: Emily Ysebaert, Randy Scannell, Roger Kolb, Michael Conley-Kuhagen, Jessica Franco-Morales, Excused: Kevin Kuehn, Rashad Cobb

Chair Roger Kolb called the meeting to order at 8:16 a.m.

B. APPROVAL OF THE AGENDA.

I. Approval of February 17, 2021 Transit Commission Agenda

Moved by Ald. Randy Scannell, seconded by Commissioner Emily Ysebaert to approve the February 17, 2021 agenda. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Michael Conley-Kuhagen, Jessica Franco-Morales,
No- None, Abstain- None

C. APPROVAL OF MINUTES.

I. Approval of December 9, 2020 Transit Commission Minutes

Moved by Ald. Randy Scannell, seconded by Commissioner Emily Ysebaert to approve the minutes from the December 9, 2020 meeting. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Michael Conley-Kuhagen, Jessica Franco-Morales,
No- None, Abstain- None

2. Approval of January 20, 2021 Transit Commission Minutes

Moved by Ald. Randy Scannell, seconded by Commissioner Emily Ysebaert to approve the minutes from the January 20, 2021 meeting. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Michael Conley-Kuhagen, Jessica Franco-Morales,
No- None, Abstain- None

D. REGULAR BUSINESS.

I. Discussion/Action: UWGB Agreement

Director Kiewiz stated Green Bay Metro and UWGB have been partnering since 2008. This partnership allows UWGB students to board the bus fare free. UWGB reimburses Green Bay Metro based on the agreement. This agreement would auto renew, unless notified within 90 days by either party.

Green Bay Metro issues six months passes and the college disperses them out to the students. This process assists in minimizing fraudulent use of the program. Green Bay Metro will invoice UWGB \$1.00 per ride on a quarterly basis.

Moved by Ald. Randy Scannell, seconded by Commissioner Emily Ysebaert to approve the extension of the UWGB Agreement based on the agreement. Green Bay Metro will invoice UWGB \$1.00 per ride on a quarterly basis. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Michael Conley-Kuhagen, Jessica Franco-Morales,
No- None, Abstain- None

2. Discussion/Action: Green Bay Area Public Schools Bus Shelter Art Installation Project

Director Kiewiz stated we started this project pre-COVID and was then delayed. Green Bay Metro staff worked with staff at Preble High School. They had students create artwork for bus shelters. The city did something similar with the Art Commission. The two locations that were selected for this project are located near Salvation Army and Paul's Pantry. The cost is approximately \$1,000. Metro will cover this cost. This will be a great way to liven up our bus shelters in our community while portraying work done by area students.

In your packets, there are five (5) artwork entries, we would like the Commission to select the two (2) artworks to allow staff to proceed with the placement on the two area bus shelters.

Moved by Commissioner Emily Ysebaert, seconded by Ald. Randy Scannell to approve the Leo Frigo Memorial Bridge artwork to be placed at Paul's Pantry and the Diversity artwork to be placed at Salvation Army. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Michael Conley-Kuhagen, Jessica Franco-Morales,
No- None, Abstain- None

E. INFORMATIONAL.

I. Service Update

Director Kiewiz provided a service update, relating to the pandemic.

Regarding the federal mask mandate that has taken effect: It does not affect Metro a whole lot as the Commission had passed the policy last spring requiring masks while on the bus. There have been some changes: riders can no longer use bandanas or clothing (i.e turtlenecks) to cover their nose and mouth. We have been sending those messages out on the buses and social media. We have not had any concerns with our riders wearing masks. Metro does provide a mask if someone does not have one. The message has been clear, "No mask, No ride!"

Green Bay Area Public Schools will be going back in session March 1, 2021.

Staff recommends eliminating the capacity limits on buses. This will provide security for riders, knowing they can get on the bus. Drivers and staff feel comfortable with all the precautions that have been put into place, such as; air purification system, mask requirements and driver barriers. Supervisors will continue to monitor if concerns arise. This is staff's intentions moving forward as long as the Commissioners have no objections.

Commissioner Emily Ysebaert commented staff are doing a fantastic job being proactive.

Chair Roger Kolb asked what the status of the drivers receiving the vaccine is. At this point, approximately 75% of the department has been vaccinated. Individuals that wanted to get the vaccine have been vaccinated; majority of the operators are completely vaccinated.

Green Bay Metro's Service Development Committee has started back up. Members include four operators, an Operation Supervisor, our Mobility Coordinator and Lisa Conard, Brown County MPO. We are looking at where we provide service similar to what we have done with Route 15 and 16 where we put them on Micro Transit because of service levels. The team is working on creating a more efficient, rider friendly system. With the low ridership on Routes 10 and 17 microtransit may be a more viable option. At our next Transit Commission meeting we will be discussing 2-hour night service and how we would like to proceed either putting back on fixed route or continuing with microtransit.

No other questions received.

2. Operational Reports

Reports included: Fixed Route, Paratransit, Micro Transit and 2020 Accident Analysis

Some area schools are back in session, Green Bay School District will be going back in session March 1, 2021. Staff is anticipating seeing some increase in ridership with students returning to in session classes.

Director Kiewiz provided an overview of the 2020 Accident Analysis. An accident is any time your bus comes in contact with anything, such as a pole in the garage. Even if there is no cost or liability or any pay out. In a normal year we would be about 1.2 million miles and for 2020 we only had 750,000 miles due to reducing service. Our preventable accidents frequency rate is higher than the previous year only because we drove less miles. Regarding employee injuries pre-COVID: we were short six operators, had forced overtime and had to limit the number of drivers on vacation. With so many vacancies pre-COVID, it resulted in a considerable amount of overtime. The reduction of employee injuries is important to look at and how it relates to amount of hours that staff worked. Workman's Comp expenses are charged back to our department because the city is self-insured. In 2019 we paid out about \$40,000 in workers' comp claims and in 2020 we paid out less than a \$1,000.

No additional questions received.

3. Director's Report

Director Kiewiz provided an overall update:

Staff is working with DPW on various potential locations for shelters or bench placements for this spring.

Staff is working with Military Ave. Business Association, Bellin Hospital and St. Vincent Hospital on placing some benches or shelters.

Director Kiewiz stated she would like to congratulate Lisa Conard on her promotion as Brown County Principal Planner. Lisa Conard stated that Karl Mueller will be sitting in on the Transit Commission meetings.

4. Closed Session/Labor Update – Local 420 Maintenance Unit

The Commission may convene in closed session pursuant to Section 19.85(1) (e), Wis. Stats, for the purpose of deliberating or negotiating public employee contracts for competitive or bargaining reasons. The Commission may, thereafter, reconvene in open session pursuant to Section 19.85(2), Wis. Stats. to report any actions taken during closed session and to consider all other matters on the agenda.

Moved by Ald. Randy Scannell, seconded by Commissioner Emily Ysebaert to go into closed session. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Michael Conley-Kuhagen, Jessica Franco-Morales,
No- None, Abstain- None

Ald. Randy Scannell read the following statement. The Commission may convene in closed session pursuant to Section 19.85(1) (e), Wis. Stats, for the purpose of deliberating or negotiating public employee contracts for competitive or bargaining reasons. The Commission may, thereafter, reconvene in open session pursuant to Section 19.85(2), Wis. Stats. to report any actions taken during closed session and to consider all other matters on the agenda.

Attendees for closed session were Roger Kolb, Chair; Emily Ysebaert, Vice Chair; Michael Conley-Kuhagen and Jessica Franco-Morales, Transit Commissioners, Patty Kiewiz, Transit Director; Melanie Falk, Human Resources.

Moved by Ald. Randy Scannell, seconded by Commissioner Emily Ysebaert to return to regular order of business. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Michael Conley-Kuhagen, Jessica Franco-Morales,
No- None, Abstain- None

No action was taken during closed session. The Commission received an update on labor.

5. Next Transit Commission Meeting: Wednesday, March 17, 2021

F. ADJOURNMENT.

Moved by Ald. Randy Scannell, seconded by Commissioner Emily Ysebaert to adjourn at 9:00 a.m. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Michael Conley-Kuhagen, Jessica Franco-Morales,
No- None, Abstain- None