



Bis-Man Transit Board Meeting

April 28, 2022, 11:30AM

<https://us02web.zoom.us/j/89919730454>

Call in: +1 312 626 6799; Meeting ID: 899 1973 0454

Welcome & Introductions

Approval of Agenda

Consent Agenda

1. Previous Month's Minutes
 - a. Attachment A – 2022/3/24 Regular Meeting
 - b. Attachment B – 2022/4/4 Finance Committee Meeting
 - c. Attachment C – 2022/4/4 Executive Committee Meeting
2. Financial Report
 - a. Attachment D
3. Ride Stats
 - a. Attachment E
4. Decommission Bus 401
 - a. Attachment F

Public Comment

Unfinished Business

1. Mandan Bench Follow-up
2. Transit Development Plan Update

Executive Director Report

1. Otto Bremer Grant Update
2. Community Outreach

Operations Report

Other Business

Adjourn

Annual Meeting

1. 2021 Transit Board Annual Meeting Minutes
 - a. Attachment G
2. Explanation of Virtual Voting Process by Anonymous Ballot
3. Introduction of Applicants for Board Positions
 - a. Attachment H
4. Vote for Board Members
5. Vote for Board Officer Positions

Adjourn

- **The next Board Meeting will be held May 26, 2022 at 11:30am.**



3750 E Rosser Avenue,
Bismarck, ND 58501



info@bisantransit.com



701.258.6817



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A

Bis-Man Transit delivers valued public transportation, linking people, jobs and communities.

Bis-Man Transit Regular Board Meeting Minutes

March 24, 2022, 11:30 A.M.

Via Zoom

Attending:	Shauna Laber, President	Lynn Wolf, Vice President
	DeNae Kautzmann, Secretary	Helen Baumgartner
	Glenn Lauinger	Lacey Long
	Steve Heydt	Commissioner Guy
	Commissioner Rohr	

Not Attending:	Royce Schultze	Karel Sovak
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Staff:	Deidre Hughes	Taylor Kitzan
	Mike Mundahl	Tom Reisenauer
	Danae Thiery	

Guests	Trevor Vannett	Susan Dingle
	Rachel Drewlow	Janelle Combs



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Meeting was called to order at 11:30 A.M.

Approval of Agenda: Shauna presented an amendment to the agenda moving the Vehicle Insurance discussion from Unfinished Business to after the approval of agenda. DeNae moved to approve the agenda with the presented amendment. Lynn seconded the motion. Motion carried unanimously.

Vehicle Insurance Discussion: Deidre explained that NDIRF no longer would provide a \$5 million-dollar policy and is now a \$1 million-dollar policy. Deidre recapped that at the February Board Meeting umbrella quotes were to be received and a complaint filed with the North Dakota Insurance Department. There is no recourse from the ND Insurance Department as only a 10-day notice is required per ND state statute. One umbrella coverage quote was received from Hudson, \$135,604 to get us to where we were previously with NDIRF. This coverage amount is the requirement in the COB contract, but is less than the previous coverage amount. A six-month option is not available, but with a twelve-month policy, it gives Transit enough time to do a full RFP for a new policy next year. Janelle Combs recommended COB be added as a liability on National Express policy as a short-term solution until more quotes come in for umbrella policy. Deidre commented that the insurance premium amount would be approximately \$66k over budget. DeNae asked if there was a cost to put COB on National Express policy. Janelle answered that she did not think so, but it would be only 60 days. Deidre explained that Paratransit operations is approximately \$77k under budget, so the budget could be amended to transfer money to cover the insurance deficit. DeNae moved to purchase the \$3-million-dollar excess liability coverage and to start RFP for next year's policy. Glenn seconded the motion. Motion carried unanimously. Glenn asked if both the umbrella policy and NDIRF policy were for a year and would cover through March 2023. Deidre answered yes. Lynn asked if budget amendment needed to be added to the motion, DeNae answered it can be a separate motion. Deidre explained that there was a \$77k surplus from Paratransit Operations and \$70k would cover the deficit in the Insurance line item. Lynn moved to approve the budget amendment to move \$70K from Paratransit Operations to Insurance. Glenn seconded the motion. Motion carried unanimously.

Consent Agenda: DeNae moved to approve the consent agenda. Lynn seconded the motion. Motion carried unanimously.

Public Comment: N/A





Unfinished Business:

1. **No Show Policy Clarification:** Deidre discussed that at last month's meeting an amendment was presented to the Board and it addressed changes that needed to be made to the policy. Deidre read the changes to the No Show Policy and explained the changes to the Board. DeNae moved to approve the amendment to the No Show Policy. Steve seconded the motion. Motion carried unanimously.

New Business:

1. **Quarterly Goal Check-in:** Deidre discussed the following goals: Goal #1- Transit is at \$48k of their \$80k annual advertising goal. Goal #2 - AARP grant was applied for and we are waiting to hear back if awarded grant. Goal #3 - Deidre presented at Sertoma Club and Partners in Policy. Goal #4 & #5 - TDP is currently up for bid and closes April 7th. Goal #6 - Quarterly updates have been presented to the Board. Steve complimented Deidre on all of her work and commented that she is doing a remarkable job.

Executive Director Report: Deidre discussed the following - Transit was awarded \$1,057,000 in ARP additional funding, AARP grant was applied for and submitted for training videos, the 5339 grant is being applied toward the shop lift and for upgraded fareboxes. Deidre thanked Rachel Drewlow for the great job putting together TDP RFP and mentioned that RFP closes on April 7th. Next month is the Annual Meeting and anticipate it may take longer with elections. NTD reporting is submitted. Audit is going well and anticipate final review be presented at April meeting. Service truck was purchased in March 2021 from last year's 5339 reallocation grant has been delivered. Third fixed route bus from FY21 5339 grant will not be put on same build as other two fixed route buses and will now be built March 2023. Urban grant for benches and bus shelter solar lighting has had hang ups from City of Mandan Beautification Committee for not wanting benches around Mandan. Deidre requested ideas from the Board to resolve and overcome those obstacles. Mike has been working on updating the Board Binder and once all policies are updated, it will be downloaded to Google Drive for access to all Board members.

Steve asked if the City of Mandan is concerned with the look of benches. Deidre answered that from her understanding that there was a bad experience with a previous private company and those benches are still located around Mandan; as well as concern with maintenance around the benches and advertising on the benches. Steve asked if logistics of concerns are looked at, would it sway Mandan's opinion or if City is just not interested. Deidre answered if we are able to work with the City of Mandan on their concerns, we may be able to receive approval and that there are currently no benches in Mandan. After discussion, the conclusion of the Board was to have more communication with the City of Mandan Beautification Committee to come to a mutual agreement on benches and if that's not successful, to appear at a City Commission meeting regarding our request.





Operations Report: Danae discussed that her and Craig Thomas will be attending the Job Service Multi-Industry Job Fair at the Ramkota Hotel from 3:30pm to 6:00pm. National Express recently approved a new starting hourly rate for fixed route drivers to \$20. This rate is now at a competitive level with open CDL positions around the area. National Express staff is collecting funds until March 31st for a local non-profit organization called Rebuilding Together that repairs homes for people in the community that financially or physically can't make repairs themselves. If any board members or members of the community would like to donate, please contact either Danae or Deidre.

Other Business: N/A

Steve moved to adjourn the meeting. Lacey seconded the motion. Motion carried unanimously.

Meeting adjourned at 12:12 P.M.



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B

Bis-Man Transit delivers valued public transportation, linking people, jobs and communities.

Bis-Man Transit Finance Committee Meeting Minutes

April 4, 2022, 1:30 P.M.

Via Zoom

Attending:

Glenn Lauinger

Chair DeNae Kautzmann

Shauna Laber

Lynn Wolf

Staff:

Deidre Hughes

Taylor Kitzan



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The meeting was called to order at 1:30 PM.

Deidre discussed the 5339-grant application for a new farebox system for fixed route buses & bus hoist that is outside of useful life for maintenance on all buses. Federal funding is at 80% which equals \$156,000 and local match is 20% equaling \$39,000. Glenn asked if this project was budgeted for. Deidre answered no, but it would not to be on the 2022 budget, but on the 2023 budget. Finance Committee recommends to the Executive Committee for approval the 5339-grant application and submission to the Bismarck City Commission for consideration and approval.

Meeting adjourned at 1:35 PM.



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C

Bis-Man Transit delivers valued public transportation, linking people, jobs and communities.

Bis-Man Transit Executive Committee Meeting Minutes

April 4, 2022, 1:35 P.M.

Via Zoom

Attending: Shauna Laber, President Lynn Wolf, Vice President

DeNae Kautzmann, Secretary/Treasurer

Glenn Lauinger

Staff: Deidre Hughes Taylor Kitzan



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The meeting was called to order at 1:35 PM.

Shauna presented the Finance Committee recommendation for approval of the 5339-grant application. This includes a new bus hoist and new farebox system for all fixed route buses for a total amount of \$195,000 at an 80/20 split. Lynn moved to approve the approval of the 5339-grant application. DeNae seconded the motion. Motion carried unanimously.

Meeting adjourned at 1:38 PM.



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E

March 2022

MONTHLY REPORT

	Month	YTD	PY Month	PY YTD	% INC/DEC OVR PYM	% INC/DEC OVR PYTD
RIDERSHIP						
FIXED ROUTE	5,802	16,142	4,488	12,431	29.28%	29.85%
PARATRANSIT	8,720	23,356	7,495	19,755	16.34%	18.23%
Total	14,522	39,498	11,983	32,186	21.19%	22.72%
FR AVG. DAILY BOARDINGS	214.89					
DR AVG. DAILY BOARDINGS	281.29					
			Pass./Hour	Pass./Hour	Pass./Hour	
REVENUE HOURS	Month	YTD	Month	YTD	PY YTD	PY YTD
FIXED ROUTE	1,906.58	5,384.08	3.04	3.00	2.32	5,366.5
PARATRANSIT	2,900.07	8,052.39	3.01	2.90	2.90	6,822.9
Total	4,806.65	13,436.47	3.02	2.94	2.6	12,189.4
			Pass./Mile	Pass./Mile		
REVENUE MILES	Month	YTD	Month	YTD	PY YTD	PY YTD
FIXED ROUTE	30,475	85,942	0.19	0.19	87,930	
PARATRANSIT	41,167.94	108,451.42	0.21	0.22	92,110	
Total	71,643.34	194,393.42	0.40	0.40	180,040	
ON TIME PERFORMANCE	Month	YTD	PY Month	PY YTD	% INC/DEC OVR PYM	% INC/DEC OVR PYTD
FIXED ROUTE	87.00%	88.33%				
PARATRANSIT	97.00%	95.67%	94.00%	94.00%	3.19%	1.77%
RIDERSHIP PER ROUTE						% INC/DEC
ROUTE	Month	YTD	PY Month			0.70799036
BLACK	1123	3225		947		18.6%
BLUE	731	2144		613		19.2%
GREEN	1255	3366		747		68.0%
RED	645	1900		433		49.0%
ORANGE	916	2573		578		58.5%
PURPLE	1132	2934		1170		-3.2%
U-Mary	189	455		106		78.3%
ACCIDENTS	Month	Month at Fault	YTD	YTD at Fault		
FIXED ROUTE	1	1	4	3		
PARATRANSIT	2	0	5	1		
SERVICE VEHICLE	0	0	0	0		
COMPLAINTS	Month	YTD				
FIXED ROUTE	1	3				
PARATRANSIT	1	3				
Office Staff	0	0				
COMPLIMENTS	Month	YTD				
FIXED ROUTE	1	1				
PARATRANSIT	0	2				
Office Staff	0	0				



F

Bis-Man Transit delivers valued public transportation, linking people, jobs and communities.

April 28, 2022

TO: Bis-Man Transit Board of Directors

FROM: Deidre Hughes, Executive Director

SUBJECT: Decommission Bus 401

BACKGROUND: The 2004 Gillig fixed-route bus was recently totaled due to an accident. The bus is scheduled to be handed over to the insurance company in exchange for the "Total Loss" value of \$12,000.

FR #401 2004 Gillig Low Floor 30'	VIN# 15GGE291941090845
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DISCUSSION: The bus has exceeded its useful life in years and mileage. A replacement vehicle is on order and is scheduled to be delivered in 2023.

FINANCIAL IMPACT: A portion of the funds received from the North Dakota Insurance Reserve fund for the total loss value of the vehicle will be retained by Bis-Man Transit. It is anticipated that \$5,600 will be returned to the Federal Transit Administration due to new disposition requirements

\$6,400 – Retained by Bis-Man Transit

\$5,600– 80% of \$7,000 to cover the Federal portion of the original bus purchase

The distribution of the local and federal shares starts with the sales proceeds of the item sold for fair market value. Of that amount, the recipient retains \$5,000. Of the remaining amount of the sales proceeds, the recipient retains the amount calculated by its percentage of participation in the cost of the original purchase.

RECOMMENDATION: Staff recommends approval of the request to decommission bus 401 and move forward with the disposal.



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G

Bis-Man Transit delivers valued public transportation, linking people, jobs and communities.

Bis-Man Transit Annual Board Meeting Minutes

April 22, 2021, 12:08 P.M.

Via Zoom

Annual Meeting was called to order at 12:08 P.M.

2020 Transit Board Annual Meeting Minutes: Previous Annual Meeting Minutes were approved as presented.

Explanation of Virtual Voting Process by Anonymous Ballot: Deidre explained the Voting Process to Board Members. Shauna will announce the elected or re-elected members.

Intro of Applicants for Board Positions: Karel, Royce, & Lynn for running for re-election. Trevor Vannett is a new applicant. Karel commented that he would be honored to continue to serve. Lynn commented that he is looking forward to serving longer and will be more involved after the legislative session. Royce commented that he is excited to continue serving on the Board and to see the future of Transit. Trevor commented that he is an advocate for individuals with disabilities and would be proud to serve on the Board of Directors.

Board Member Election: Shauna announced Karel, Royce, and Lynn as re-elected Board members.

Board Officer Election: DeNae nominated Shauna Laber as President of the Board. Royce seconded the nomination. No other nominations were made. Lynn moved to close nominations and cast a unanimous ballot for Shauna Laber. Royce seconded the motion. Motion carried unanimously.

Glenn nominated Lynn Wolf as Vice President of the Board. Karel seconded the nomination. No other nominations were made. Glenn moved to close nominations and to cast a unanimous ballot for Lynn Wolf. Karel seconded the motion. Motion carried unanimously.

Karel nominated DeNae Kautzmann as the Secretary/Treasurer of the Board. Glenn seconded the nomination. No other nominations were made. Lynn moved to cast a unanimous ballot for DeNae Kautzmann. Karel seconded the motion. Motion carried unanimously.

Karel moved to adjourn the Annual Meeting. DeNae seconded the motion. Motion carried unanimously.

Annual Meeting adjourned at 12:27 PM



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From: admin@townsquareinteractive.com
To: shandas.bisman@midconenetwork.com; transit.bisman@midconenetwork.com; cat.bisman@midconenetwork.com; [Info](#)
Subject: New submission from Application Form
Date: Thursday, March 3, 2022 6:04:55 PM

Name

Glenn Lauinger

Email

[REDACTED]

Phone

[REDACTED]

Address

[REDACTED]

United States

[Map It](#)

Employer

Retired

Please explain your interest for serving on the Transit Board:

I am a long-time board member. I believe I have experience and knowledge that is valuable to the organization.

How did you learn about the opening on the Transit Board?

Current board member.

Times you are and are not available for meetings, or to be contacted about Transit matters:

I am retired. I am readily available.

Please explain any previous experience with transportation services:

I have been a member of the Bis-Man Transit Board for about 25 years.

Please list other advisory or volunteer boards you've served on:

Dakota Center for Independent Living, Inc.

Please list the skills you feel you bring to the Transit Board:

I am a retired CPA. I believe I bring accounting and financial management skills. I have worked with a number of non-profit organizations that provide services to the elderly and disabled. Having worked for a brief period of time as the interim director, I believe I can help with Executive Director/Transit Board communications and coordination.

Please list two references and those individuals' contact information:

Julie Wald, CEO Support Systems Inc.

[REDACTED]

Royce Schultze, Executive Director Dakota Center for Independent Living, Inc



Mike Mundahl

From: admin@townsquareinteractive.com
Sent: Thursday, March 3, 2022 4:18 PM
To: shandas.bisman@midconenetwork.com; transit.bisman@midconenetwork.com; cat.bisman@midconenetwork.com; Info
Subject: New submission from Application Form

Name

Helen Baumgartner

Email

[REDACTED]

Phone

[REDACTED]

Address

[REDACTED]

United States

[Map It](#)

Employer

Retired

Please explain your interest for serving on the Transit Board:

I have been a Transit rider since its inception and a CAT rider since its inception. I am very interested in helping provide the best services available to the community in both service areas. I am an advocate for people with disabilities and have worked in this field for over 25 years. My goal is to make life more livable for them and accessible, affordable transportation is one area of their lives that helps accomplish this goal.

How did you learn about the opening on the Transit Board?

I am currently a board member and the ED informed me that my term expires in April, 2022.

Times you are and are not available for meetings, or to be contacted about Transit matters:

I have several floating meetings I attend for other organizations/agencies/clubs, but will try my best to be available for Transit meetings when they are scheduled. If I have a conflict, I will inform the President and ED that I cannot attend a Transit meeting as soon as I'm aware of the conflict in the meeting times.

Please explain any previous experience with transportation services:

I used Transit when it was established to get to work, get groceries and run any other errands I needed to at the time. When the CAT was established, I began using it for all my transportation needs rather than Transit as I like to know when I am going to be where. With Transit, a person can be an hour late for an appointment and have to wait for an hour to get picked up from one. I prefer to use the fixed route system so I can be on time for things I need to attend.

Please list other advisory or volunteer boards you've served on:

Currently, I am serving on the following boards:
North Dakota Association of the Blind - Secretary
Lions Foundation Video Magnifier Program - Treasurer
Dakota Center for Independent Living - Vice President/Secretary
Church Parish Council

I have served on several boards in the past in various offices. If this information is needed, I can supply it.

Please list the skills you feel you bring to the Transit Board:

I am very passionate about helping to provide the best transportation services the Bismarck/Mandan/Lincoln area can provide to the community. I am a detailed person. I am a person who likes to have things organized and like to organize things. I like to read all information I can to educate myself on the topic being discussed. I like to take notes and record the business of committee or board meetings.

Please list two references and those individuals' contact information:

Missy Miller - [REDACTED]

Della Jensen - [REDACTED]

From: admin@townsquareinteractive.com
To: shandas.bisman@midconenetwork.com; transit.bisman@midconenetwork.com; cat.bisman@midconenetwork.com; [Info](#)
Subject: New submission from Application Form
Date: Saturday, February 26, 2022 9:29:21 PM

Name

Trevor Vannette

Email

[REDACTED]

Phone

[REDACTED]

Address

[REDACTED]

United States

[Map It](#)

Employer

N/A

Please explain your interest for serving on the Transit Board:

Want to make transit better for the riders and make transit better for the whole community.

How did you learn about the opening on the Transit Board?

I attend most all transit board meeting and I follow what going on with the transit agency.

Times you are and are not available for meetings, or to be contacted about Transit matters:

I'm available at any time morning or night, if not I can do be reached by phone or zoom.

Please explain any previous experience with transportation services:

I'm a rider of transit and I sat on the CTAG COMMITTEE that dissolved and now sit on the COMMUNITY INPUT TRANSPORTATION COMMITTEE.

Please list other advisory or volunteer boards you've served on:

I sit on the ND State Council on Developmental Disability and State Vocational Rehabilitation Council. All these agencies shaved to do with people with disabilities that many use the Bis-Man Transit System.

Please list the skills you feel you bring to the Transit Board:

I'm an understander of the riders and the community needs. I'd be a great advocate for people with disabilities and the elders.

Please list two references and those individuals' contact information:

Brock Krumm

[REDACTED]

Jaden Roll



Mike Mundahl

From: admin@townsquareinteractive.com
Sent: Tuesday, March 29, 2022 6:11 PM
To: shandas.bisman@midconetwork.com; transit.bisman@midconetwork.com;
cat.bisman@midconetwork.com; Info
Subject: New submission from Application Form

Name

Pat Brinnk

Email

[REDACTED]

Phone

[REDACTED]

Address

[REDACTED]

Bismarck, North Dakota 58501
United States
[Map It](#)

Employer

KX News

Please explain your interest for serving on the Transit Board:

For 18 years I worked with SouthWest Transit in the Minneapolis area. I was a public relations and marketing consultant for the agency. SouthWest Transit's CEO, Len Simich, was a true visionary in the transit industry and introduced many things that have been copied by other agencies in the Twin Cities and across the country. As the public relations and marketing consultant, I worked with the agency to introduce and explain the various changes and improvements to the riders and the general public. In addition to working with SWT, I was also hired, as a consultant, by other transit agencies to help them with specific projects. These agencies included Plymouth Metro Link, Maple Grove Transit, and Anoka County Transit.

For nearly a year I was a regular rider on Maple Gove Transit as I was working, again as a consultant, for an energy firm that was headquartered in downtown Minneapolis. This experience also bodes well for me as I have the first-hand experience of being a regular commuter.

How did you learn about the opening on the Transit Board?

From the news release that was issued on March 29., 2022.

Times you are and are not available for meetings, or to be contacted about Transit matters:

I can be contacted at any time. I have brought my interest in serving on the Bis-Man Transit Board to my boss. He has signed off on me attending the monthly 11:30 am board meeting. As a consultant for many years and being in the television news industry, I am very aware of being available whenever the need arises.

Please explain any previous experience with transportation services:

Consultant for SouthWest Transit 1998 - 2016
Worked on transit Projects for Maple Grove Transit, Plymouth Metro-Link, and Anoka County Transit.

Please list other advisory or volunteer boards you've served on:

Fundraising committee for St. Vincent DePaul Catholic Church Brooklyn Park, MN

Please list the skills you feel you bring to the Transit Board:

Public Relations and Communications
Business Owner - Brink PR
Video Production
Annual Reports
Public Speaking

Please list two references and those individuals' contact information:

Len Simich Former CEO of SouthWest Transit [REDACTED]
Helen LaFave Communications Manager City Of Plymouth, MN [REDACTED]

From: admin@townsquareinteractive.com
To: shandas.bisman@midconetwork.com; transit.bisman@midconetwork.com; cat.bisman@midconetwork.com; [Info](#)
Subject: New submission from Application Form
Date: Wednesday, April 6, 2022 9:30:44 AM

Name

Patrick Brooke

Email

[REDACTED]

Phone

[REDACTED]

Address

[REDACTED]

United States

[Map It](#)

Employer

Redmann Law, P.C.

Please explain your interest for serving on the Transit Board:

I believe that having a reliable public transportation system is an essential part of a prosperous community. Serving on the Board would be an exciting opportunity to use my skills and experience to further the Bis-Man Transit's mission and serve my community.

How did you learn about the opening on the Transit Board?

From current board member DeNae Kautzmann and Transit Board website

Times you are and are not available for meetings, or to be contacted about Transit matters:

I work as an attorney in private practice so my schedule is dictated by client consults and the courts calendar. My regular office hours are from 8 am to 5 pm Monday through Thursday and 8 am to noon on Fridays. I review my email frequently. If I know schedules in advance, I am able to reserve time on my calendar.

Please explain any previous experience with transportation services:

The experience I have with Bis-Man Transit is through my work as an attorney. I often provide clients with Bis-Man Transit information as an option. Outside of the Bismarck Mandan area, as a child, I recall frequently riding public transit with my grandfather who was legally blind. When I worked for the FDIC we would stay for months in either Arlington or Dallas. I always used public transit (metro in D.C. area and Bus system in Dallas).

Please list other advisory or volunteer boards you've served on:

I worked as an Assistant Attorney General in 2018 where I was counsel to the following Boards:
Department of Financial Institutions
State Banking Board
State Credit Union Board
ND Public Retirement System
State Investment Board
Teachers Fund For Retirement.

Additionally, I served s a board member on the Securities Litigation Subcommittee

I currently volunteer on the Finance Council at the Church of St. Joseph in Mandan where I am the Vice President.

I have previously served as the Secretary of the Board for the Dickinson City Band.

Please list the skills you feel you bring to the Transit Board:

As a Board member for the Transit Board, the greatest skills I would have to offer would be my attention to detail and ability to communicate ideas. Additionally, in serving on boards in the past, I understand how important it is that a board member be dedicated to carrying out the mission.

Please list two references and those individuals' contact information:

Mary Kae Kelsch
Assistant Attorney General

[REDACTED]

Chris Redmann
Redmann Law, P.C.

[REDACTED]

From: admin@townsquareinteractive.com
To: shandas.bisman@midconetwork.com; transit.bisman@midconetwork.com; cat.bisman@midconetwork.com; [Info](#)
Subject: New submission from Application Form
Date: Friday, April 15, 2022 12:12:40 AM

Name

Cheri Giesen

Email

[REDACTED]

Phone

[REDACTED]

Address

[REDACTED]
Bismarck, North Dakota 58503
United States
[Map It](#)

Employer

Basin Electric Power Cooperative

Please explain your interest for serving on the Transit Board:

I have a deep commitment to help others who are in need. I was fortunate to have parents who taught me the value of volunteering and how it can enrich other's lives and my own. BisMan Transit (Transit) offers a service that is absolutely crucial to allow citizens to live a self-sufficient lifestyle. When I worked at Job Service, I saw firsthand how critical transportation is to and from work in order for our client's employment success. Families in our community rely on the Transit service in order to have self-sustaining income.

The employers in our community are struggling to meet their workforce needs. The transit services are a key component for some employer's sustainability as well.

For these very important reasons, I am completely dedicated in keeping these essential transportation services available in our community at an afford price.

How did you learn about the opening on the Transit Board?

I am currently employed at Basin Electric Power Cooperative (BEPC). I had worked with Shauna Laber when I was employed at BEPC from 2005 - 2014. I learned that Shauna Laber had resigned and in talking with her she said she was moving out of the community. I expressed interest in the board and she indicated the seat is currently open on the website.

Times you are and are not available for meetings, or to be contacted about Transit matters:

I am available to meet at any time during the day except for Monday mornings. I am available during the evenings except for the 2nd Tuesday of each month for another committee commitment.

Please explain any previous experience with transportation services:

My experience with the transportation services is from my employment with Job Service and the City of Bismarck. Job Service workforce programs assist individuals to have a self-sustainable income and employers meet their employment needs. Individuals requires travel vouchers to transit services to get to

and from work. Job Service would pay for these vouchers and knows how critical these services are in order to have employment.

At the City of Bismarck, I was the grant coordinator who was heavily involved with the financial oversight of the federal grant funding. I have an in-depth knowledge on how these federal funds can be used. The mill levy is another funding mechanism. Both of these funding sources are essential to the operations of BisMan Transit. The yearly inventory provided insight to the state and ownership of the assets. I understand the business model relationship between the City of Bismarck and BisMan Transit.

Please list other advisory or volunteer boards you've served on:

Currently, I am on the Good Shepherd Community Engagement committee which works diligently to call people into personal growth to give, serve and care generously. The committee researches the community based organization needs in order to assist by engaging our members to volunteer.

Other boards I have served on in the past are the University Alumni Council, Lord of Life Church Council, North Dakota Career and Technology Board, and North Dakota Workforce Council.

Please list the skills you feel you bring to the Transit Board:

I have had the opportunity to lead a state agency that was also very reliant on federal funding. The strategic planning and leadership skills were vital to the operation of the agency and citizens/employers of North Dakota. Many successful projects have been implemented with my strong project management and team build skills. I am fortunate to see the big picture but also put into action detail tactical plans. My information technology and accounting background has provided insight and success to many operational efficiencies.

Please list two references and those individuals' contact information:

Bishop Craig A. Schweitzer

[REDACTED]

Ron Rauschenberger

[REDACTED]