



Community Transportation Input Committee Meeting Minutes

February 20, 2023, 2:00 P.M.

Via Zoom Conference Call & In person at
3750 E Rosser Avenue, Bismarck

Attending:	Glenn Lauinger	Helen Baumgartner
	Susan Dingle	Trevor Vannett
	Jeannie Pedersen	Randee Sailer
Staff:	Deidre Hughes	Taylor Kitzan
	Mike Mundahl	Craig Thomas

Meeting was called to order at 2:00 P.M.

2022 Ridership Wrap Up: Deidre provided an update on ridership numbers from 2022. Trevor asked if the ridership numbers would have an effect on federal grants. Deidre said the increase was not enough to qualify for STIC funding. The only other thing that could change funding is a population change. Helen asked about on-time performance. Deidre stated that the Red route is always pretty tight due to the area it covers. Craig said road conditions have improved, so there are no issues unless we receive more snow and ice.

January Improvements: Deidre provided an update on the improvement in paratransit on time performance from December to January and that paratransit is fully staffed. CAT is still down three drivers. Deidre provided an update on January ridership numbers. Craig provided an update on staffing, and said the focus is now on CAT drivers.

Quarter 1 Projects: Deidre talked about projects for Quarter 1:

- Continue to work on becoming fully staffed.
- Audit scheduled for March.
- NTD reporting is due at the end of February.
- Staff is working on major procurements. The insurance RFP just closed. The fuel contract and operations request for proposals are currently open.
- Travel training is scheduled with Dacotah Recover Center in March.
- We have begun distributing the CAT videos. The Dream Center requested a USB drive to play the videos on a loop, and Dakota Media Access has started running them.
- We will apply again for the AARP grant to replace the CAT bus route signs throughout Bismarck & Mandan. One hundred thirty signs will need to be replaced.

Other Business: Trevor asked how limited availability was being addressed. Deidre said trip capacity had improved significantly now that staffing has improved. Deidre said riders are still encouraged to schedule as far in advance as possible in the 2-week window but that there is no problem accepting trips scheduled the day prior. Deidre added that during peak times, there are situations where the number of vehicles available becomes the issue, and with not being able to purchase more cutaways, other possibilities are being looked at.

Meeting adjourned at 2:17 P.M.



3750 E Rosser Avenue,
Bismarck, ND 58501



info@bisantransit.com



701.258.6817



www.bisantransit.com