



## Community Transportation Input Committee Meeting Minutes December 15, 2025, 2:00 PM

Attending:	Helen Baumgartner	Julie Horntvedt
	Glenn Lauinger	Susan Dingle
	Lane Hoffer	Nathan Mickelson
	Alissa Patterson	Jeannie Pedersen
	Randee Sailer	Trevor Vannett
Staff:	Deidre Hughes	Mike Mundahl
	Craig Thomas	Amanda O'Brien

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

### Regular Agenda

1. **Welcome and Introductions:**

2. **Policy and Procedures Update – Rider Suspension:**

Deidre said she is proposing a change to the Policies and Procedures handbook. The handbook was last updated in July 2025. Deidre noted that a passenger recently assaulted a fixed-route driver. Law enforcement was contacted, the passenger was removed from the bus, and the rider was suspended. Under the current policy, this type of behavior only constitutes a 7-day suspension. Due to the severity of that type of situation, Deidre is proposing a change to the Rider Courtesy and Conduct section of the Policies and Procedures handbook.

The proposal Deidre presented was to increase the service suspension duration for violent, seriously disruptive, and/or illegal conduct to a minimum of 30 days, with the



suspension duration increasing with each additional offense. Deidre asked the committee for feedback. Consensus was that assaults were a serious issue. Trevor made a motion to recommend amending the current Policies and Procedures handbook Section 2.7-Rider Courtesy and Conduct, to say there would be a minimum of a 30-day suspension for violence, seriously disruptive, and/or illegal conduct, with administration having the ability to increase the minimum suspension based on the severity of the situation, and whether law enforcement was involved.

After additional discussion, Trevor amended his motion to recommend to the Board that the first offense result in a minimum of 30 days' suspension, with staff having the option to increase it based on severity. Subsequent offenses are subject to increased suspensions of up to one year. Second by Lane.

A vote was taken on the motion, with all in favor and none opposed. Lane also recommended talking to the police department. Deidre said she would reach out to the police department to ensure these types of incidents are being handled correctly.

### **3. Public Comment Meetings for Service Changes:**

Deidre said public comment meetings for proposed service changes will be held on Tuesday, January 13, 2025, from 10:00 AM to 11:30 AM at the Mandan City building and from 3:30 PM to 5:00 PM at the Bismarck Veterans Memorial Public Library. Comments will also be accepted online, via email, mail, dropped off in person, or via phone. The public hearing will be held January 22, 2025, at 10:00 AM, prior to the regular Board meeting. If the Board chooses to recommend the service changes to the Bismarck City Commission, it would likely be placed on the February 10<sup>th</sup> City Commission agenda to get final approval. The target date for the service changes is April 1<sup>st</sup>, 2026.

### **4. Other Business:**

Trevor said he hasn't heard any negative comments about the proposed service changes. Lane commented that it is important to handle the assault policy correctly to ensure employees want to drive for Bis-Man Transit.

Meeting adjourned at 2:41 P.M.



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