

The Yuma County Intergovernmental Public Transportation Authority (YCIPTA) met in Regular Board Meeting on Monday, October 28, 2019 at Yuma County Department of Development Services, Aldrich Hall; 2351 West 26th Street, Yuma, AZ 85364. The Chairman, Larry Killman called the meeting to order at 1:30 P.M.

Members Present:

Larry Killman/Town of Wellton/Chairman
Susanna Zambrano/Arizona Western College/Vice Chairman
Michael Sabath/Northern Arizona University/Secretary/Treasurer
Ralph Velez/City of San Luis
Ian McGaughey/City of Somerton
Brian Golding, Sr./Quechan Indian Tribe
Jay Simonton/City of Yuma

Members Excused:

Paul Soto/Cocopah Indian Tribe
Susan Thorpe/Yuma County

Others Present:

Shelly Kreger/YCIPTA/Transit Director
Bobby Kuhn/Solutions for Transit
Kari Wilson/Solutions for Transit
Jeffery Stewart/RATP Dev/General Manager
Steve Bethel/RATP Dev/Vice President - Rail

The Pledge of Allegiance was led by Dr. Sabath.

CALL TO PUBLIC: There were no public comments made but Call to Public was left open by the Chairman.

CONSENT CALENDAR:

No. 1: Adopt the August 26, 2019 regular meeting minutes. Action required.

Motion: (Golding/Zambrano): Item approved as presented.

Voice Vote: Motion carries, (7-0) with Ms. Thorpe and Mr. Soto being excused.

DISCUSSION & ACTION ITEMS:

No. 1: Discussion and or action regarding the Maintenance Audit Report 2019. Solutions for Transit will present. No action required.

Mr. Bobby Kuhn of Solutions for Transit provided a summary of the audit contained in the member packet.

In reviewing the maintenance files, Mr. Kuhn stated that there were several instances of drivers noting the same defects on the Driver Vehicle Inspection Reports (DVIRs) and no repairs were being made.

Mr. Kuhn provided the Board with pictures of some of the defects that were found. One of the pictures provided showed discoloring of wires which is caused by excessive heat. Another picture showing missing insulation exposed wiring on what could cause a small fire. Mr. Kuhn also stated that many of the emergency window were not being cleaned and lubed; which is a safety concern. At this point, YCAT has no preventive maintenance, no regular maintenance and there is a lack of response to DVIR defects.

Mr. Kuhn stated that delays in correcting issues written up by the drivers can have a negative impact on the attitudes of the drivers, the passengers and, ultimately, the community YCIPTA is serving.

Mr. Kuhn further stated that after the defects are found, Solutions for Transit also comes up with recommendations on how to resolve the issues with the maintenance program.

What usually happens next, is that contractors do one of two things; either spend time discrediting the findings in the audit or addresses the issues, Mr. Kuhn stated.

Mr. Kuhn read a statement from Mr. Stewart which stated "I just wanted to get the correct information for an action plan going forward". Mr. Kuhn indicated that this was a positive response. Mr. Kuhn stated that it is ideal to have a contractor more interested in resolving the issues rather than discrediting the audit.

Mr. Kuhn recommends that the mechanic receive additional training in electrical and how to perform a proper Preventative Maintenance Inspection (PMI). Mechanics should be looking for things that have failed and will fail before the next inspection.

Lack of management in the maintenance department is also an issue, stated Mr. Kuhn. While Mr. Kuhn was in the shop during a four-hour period, he saw a mechanic one time. The mechanic entered the shop and walked right back out and no repairs were made during that four-hour period. The mechanics are not being assigned work.

Mr. Golding inquired regarding the last time Solutions for Transit had performed a maintenance audit for YCIPTA. Mr. Kuhn replied that the last inspection was likely in 2016.

Mr. Golding noted that Mr. Kuhn in the past has mentioned the same issues in regards to DVIR defects not being repaired. Mr. Kuhn confirmed and stated that this is not an uncommon issue with contracted maintenance. Mr. Kuhn stated that at the time of the previous audit the fleet was in worse shape.

Mr. McGaughey stated that in Appendix A there was a picture of what appeared to be a blank assignment board. Mr. Kuhn confirmed and stated that in this shop if no work is assigned, no work is done by the mechanics.

Mr. Velez inquired if the issues were being caused by the lack of skilled mechanics or were the repairs just not being completed. Mr. Kuhn replied that it is a combination of both issues.

Mr. Kuhn provided an example of air conditioning system where the wrong gauge of wire was used. In this case, the manufacture should have addressed the issue but at this point it is too late. The mechanics are just "band-aiding" as opposed to doing a proper repair which should be remove and replace the wiring.

Ms. Zambrano was concerned with this finding especially since that one of the biggest complaints she receives regarding YCAT, is that the air conditioning doesn't work. Ms. Zambrano further expressed her frustration in hearing that even the newer buses are not being maintained properly.

Mr. Kuhn stated that the air conditioning systems should be maintained all year long and not seasonally due to the extreme temperatures.

Mr. McGaughey inquired as to how this could affect public perception and ridership considering that the audit showed a high percentage of interior defects and some possibly could be considered "cosmetic" defects. Mr. Kuhn stated that it has a direct affect on ridership since these defects can lead to passengers feeling unsafe. In some instances, Mr. Kuhn has noticed that an improvement in the maintenance program and vehicle cleanliness has increase ridership at other transit agencies.

Dr. Sabath inquired regarding the condition of the shop and parts room. Mr. Kuhn replied that the parts room was in horrible condition and poorly stocked. Mr. Kuhn stated that because of this the mechanics do several "part- runs" a day to do regular preventive maintenance which result in a loss of productivity. Mr. Kuhn stated the shop was very disorganized and not very clean, which is a result of lack of management.

Ms. Zambrano inquired regarding what could be done in the future to prevent this from occurring. Mr. Kuhn recommended hiring a good Maintenance Manger quickly, holding the Maintenance Manager accountable to the requirements of the contract, and someone to perform quality control checks (which YCIPTA has already hired).

The Chairman inquired if anyone from RATP Dev wanted to comment regarding the audit.

Ms. Kreger introduced Mr. Steve Bethel, RATP Dev, Vice President of Rail to the Board.

Mr. Bethel stated that the auditor painted a very negative picture of the current state of the maintenance program but noted that the auditor indicated (in the report) that the fleet looks better now than in the previous years.

Mr. Bethel also stated that 61% of the defects found, were cosmetic and not safety issues. Mr. Bethel stated that RATP Dev is not making excuses and is dedicated to resolving the issues.

Mr. Stewart stated that RATP Dev is working on an action plan to address the defects found and reviewing the accuracy of those defects. Mr. Stewart indicated that some parts need to make repairs are no longer available due to the age of the fleet. Mr. Stewart stated that he has taken offence to some of the issues raised about the mechanics and assured the Board that they were dedicated to repairing the fleet they had inherited. Mr. Stewart stated that staff was actively working on the issues and that the issues inherited can not be resolved overnight. Mr. Stewart invited the Board to see the state of the shop for themselves.

Mr. Stewart indicated that he received the audit report five to six days prior to the board meeting and because of that, would not have a formal response until the next board meeting.

Mr. Bethel stated that a maintenance manager had already been hired.

Dr. Sabath stated that the audit was very helpful tool as guidance to identify areas that need of improvement.

Ms. Zambrano thanked Mr. Stewart for his hard work considering the condition of the fleet RATP Dev inherited. Ms. Zambrano further stated that although 61% of the defects were considered to be cosmetic that they were still important to address.

Mr. Bethel indicated that he brought up the issue regarding the 61% to show that they were not of a safety concern but agreed that these were important as well. Mr. Stewart stated that cosmetic issues are not the main focus but will be addressed. Mr. Stewart indicated that he would like to see the percentage between zero and five percent.

Ms. Kreger concluded with stating that the intent of the audit was get an objective state of the fleet and to address areas that need improvement. The audit was also performed to see how well the fleet had recovered from the issues that occurred when National Express was the contractor. *No action taken.*

No. 2: Discussion and or action regarding the FY2018-2019 Annual Performance Report. No action required.

Ms. Kreger presented the report as contained in the packet and went over some of the highlights of the report. *No action taken.*

PROGRESS REPORTS:

No. 1: Operations Manager/Maintenance Report – Jeffrey Stewart, General Manager – RATP Dev. *No action required.*

Mr. Stewart provided the following updates:

- Two new road supervisors have been hired and are currently in training
- Safety and Training Manager and one of the road supervisors was in a training provided by Transit Safety Institute (TSI).
- Shop evaluations will be performed to assess the mechanics, effectiveness of policies and procedures and determine what areas need improvement

No action taken.

No. 2: Transit Director Report – Shelly Kreger, YCIPTA Transit Director. *No action is required.*

Ms. Kreger presented the report as contained in the member packet. *No action taken.*

No. 3: Transit Ridership – Carol Perez, Transit Operations Manager. *No action is required.*

Ms. Kreger presented the report as contained in the member packet, on behalf of Ms. Perez. *No action taken.*

No. 4: Financial Report – Chona Medel, YCIPTA Financial Services Operations Manager. *No action is required.*

Ms. Kreger presented the report as contained in the member packet, on behalf of Mrs. Medel. *No action taken.*

SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS:

The next Board meeting TBD

- FY2018-2019 Audit
- Bus Shelter Replacement Plan

Mr. Golding requested to add "Transit Director Review" as an item on the next agenda.

Ms. Kreger inquired if the next meeting will be held as scheduled due to the holidays. The Board agreed that the next meeting would be held on December 9, 2019.

ADJOURNMENT

Motion: (Golding/Sabath): To adjourn the Board of Directors' meeting.

Voice Vote: Motion carries, (7-0) with Ms. Thorpe and Mr. Soto being excused.

There being no further business to come before the Authority, the meeting was adjourned at 2:29 PM.

YUMA COUNTY INTERGOVERNMENTAL TRANSPORTATION AUTHORITY

Adopted this December 9, 2019, Agenda Item CC1.



Carol Perez, Board Secretary