

**MINUTES OF THE REGULAR MEETING  
OF THE  
BOARD OF TRUSTEES  
OF THE  
ROCK ISLAND COUNTY METROPOLITAN MASS TRANSIT DISTRICT**

**June 22, 2022**

The regular meeting of the Rock Island County Metropolitan Mass Transit District Board of Trustees was held on Wednesday, June 22, 2022 at MetroLINK's Administrative Office at 1515 River Drive in Moline, IL at 1:00 PM with Chairperson Tyler-Jamison presiding. Recording Secretary Tearani McDonald called the roll of the Board Members.

Trustees Present

Berlinda Tyler-Jamison – Rock Island  
Dave Krouth – Milan  
Melinda Thorngren – Silvis  
Theresa Appleman – East Moline

Others Present

Jennifer Hirsch – Manager of Administration  
Brad Begyn – Manager of Operations & Maintenance  
Ralph Beswick – Director of Operations  
Kelly Brinkman – Director of Human Resources  
Colleen Kasbohm – Director of Finance  
Devon White – Director of Innovation  
Don Krueger – Director of Risk Management & Security  
Heather Allen – Senior Accountant  
Greg Meldrum – IT Technician  
Melanie Durbin – Payroll & Benefits Coordinator  
Diana Armstrong – Accounts Receivable Clerk  
Josh Hatler – Project Planner  
Ben Castro – Transportation Planner  
Tearani McDonald – Recording Secretary  
Roger Strandlund – MetroLINK Legal Counsel

Trustees Absent/Excused

**Public with Business Before the Board**

None

**Approval of Minutes**

Trustee Krouth made a motion, with Trustee Ontiveros seconding, that the minutes of the June 8, 2022 Board of Trustees meeting be approved. There being no further discussion, the Chairperson called for a vote. A roll call vote was taken showing all Trustees voting "Aye", Chairperson Tyler-Jamison declared the motion carried.

**May 2022 Financial Statement**

Trustee Ontiveros made a motion, with Trustee Krouth seconding, that the May 2022 Financial Statement be approved. There being no further discussion, the Chairperson called for a vote. A roll call vote was taken showing all Trustees voting "Aye", Chairperson Tyler-Jamison declared the motion carried.

### **May 2022 Invoices**

#### Quad City Garage Policy Group

Trustee Appleman made a motion, with Trustee Thorngren seconding, that the May 2022 Quad City Garage Policy Group invoices be approved for payment. There being no further discussion, the Chairperson called for a vote. A roll call vote was taken showing all Trustees voting "Aye", Chairperson Tyler-Jamison declared the motion carried.

#### MetroLINK

Trustee Krouth made a motion, with Trustee Appleman seconding, that the May 2022 MetroLINK invoices be approved for payment. There being no further discussion, the Chairperson called for a vote. A roll call vote was taken showing all Trustees voting "Aye", Chairperson Tyler-Jamison declared the motion carried.

### **Communications**

Mrs. Hirsch shared an article of Passenger Transport which highlighted the APTA Rail Conference that CEO/Managing Director, Jeff Nelson spoke at.

### **Reports of Officers, Committees, and the CEO/Managing Director**

#### Ridership Report

Trustee Appleman made a motion, with Trustee Thorngren seconding, to approve the May 2022 Ridership Report. After discussion, the Chairperson called for a vote. A roll call vote was taken showing all Trustees voting "Aye", Chairperson Tyler-Jamison declared the motion carried.

#### Maintenance Report

Trustee Ontiveros made a motion, with Trustee Krouth seconding, to approve the May 2022 Maintenance Report. There being no further discussion, the Chairperson called for a vote. With all Trustees present voting "Aye", Chairperson Tyler-Jamison declared the motion carried.

#### CEO/Managing Director's Report

Mrs. Hirsch reported that employee training will be taking place over the next few days. This is the first in-person training to take place since the pandemic. The John Deere dock is scheduled to be completed just before the 4<sup>th</sup> of July holiday weekend. Mrs. Hirsch reported on Channel Cat ridership. Mrs. Hirsch announced the Deputy Sherriff and his K-9 companion are assisting the City of Davenport this morning. The Board was informed of upcoming APTA conferences.

### **Old Business**

#### Personnel

Mrs. Kasbohm introduced new Payroll & Benefits Coordinator, Melanie Durbin.

### **New Business**

#### **IT Consulting Contract Recommendation**

Trustee Krouth made a motion, with Trustee Thorngren seconding, to authorize Executive Director/CEO (or his designee) to execute a contract with Winsor Consulting, subject to approval of MetroLINK legal counsel and compliance with regulatory and other legal authorities. After discussion, the Chairperson called for a vote. A roll call vote was taken showing all Trustees voting “Aye”, Chairperson Tyler-Jamison declared the motion carried.

#### **Consideration of Annual Updates to MetroLINK’s Public Transportation Agency Safety Plan (PTASP)**

Trustee Appleman made a motion, with Trustee Krouth seconding, to table this item at this time. After discussion, the Chairperson called for a vote. A roll call vote was taken showing all Trustees voting “Aye”, Chairperson Tyler-Jamison declared the motion carried.

### **Other Business**

Trustee Krouth mentioned to staff in regards to a shelter placement at the Milan Hy-Vee. Chairperson Tyler-Jamison reminded the board of the Strategic Planning Meeting taking place on July 20, 2022.

### **Adjourn**

At 1:48 p.m Chairperson Tyler-Jamison entertained a motion to adjourn. Trustee Krouth made the motion to adjourn.

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Tearani McDonald, Recording Secretary

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Berlinda Tyler-Jamison, Chairperson

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Maria Ontiveros, Secretary-Treasurer