



PINELLAS SUNCOAST TRANSIT AUTHORITY
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**FINANCE & PERFORMANCE MANAGEMENT
COMMITTEE MEETING MINUTES
SEPTEMBER 20, 2017**

Committee Chair Barkley called the September 20, 2017 Finance & Performance Management Committee meeting to order at 9:00 AM. Members present: Joe Barkley, Brian Scott, Bill Jonson, Dave Eggers, Josh Shulman, and Richard Bennett. Also present were: Brad Miller, CEO; PSTA staff members, and members of the public.

PUBLIC COMMENT

There were no public comments.

ACTION ITEMS

August 16, 2017 Meeting Minutes – Mr. Scott made a motion, seconded by Mr. Jonson, to approve the minutes. Motion passed unanimously.

Insurance Renewal – Diane Randall, Risk Manager, introduced Michelle Martin with Public Risk Insurance Agency (PRIA). Ms. Randall outlined the insurance renewals, which is reviewed annually. She indicated that the costs are in the FY 2018 budget; however, there may be an increase in the future due to the recent hurricane. Ms. Randall stated that coverages for some of the policies increased, but noted that PSTA is receiving additional coverage in some areas at no additional premiums. Ms. Randall also reported that the Preferred Governmental Insurance Trust (PGIT) is offering a two-year fixed rate so premiums will not increase in FY 2019.

There were a few questions about the premium costs for individual policies, i.e., flood and liability, which Ms. Randall answered. In response to a Mr. Jonson's question about Inland Marine coverage, it was explained that it covers items such as fine art in the lobby, computers, radio equipment, etc. Mr. Shulman and Committee Chair Barkley inquired about uninsured motorist coverage. Ms. Randall replied that transit agencies are not required to carry that type of coverage and if a Bus Operator were injured, that would be covered under Worker's Compensation.

Mr. Eggers made a motion, seconded by Mr. Scott, to recommend approval of PSTA's multi-line premiums for FY 2018 and FY 2019 at a total cost not to exceed \$1,400,000 from the PGIT and National Flood Insurance Program (NFIP). There were no public comments. Motion passed unanimously.

INFORMATION ITEMS

Benchmarking Update – Mr. Miller delivered a robust presentation on the 2016 Benchmarking data. He said there are 20 transit agencies who are members of the American Bus Benchmarking Group (ABBG) and there is an annual meeting to review the results of the analysis. Mr. Miller explained that this data helps agencies define areas that may need to be improved. It is also a tool that agencies can use to find ways to help operate their system more efficiently.

Mr. Miller reviewed many areas that ABBG uses in their benchmarking analysis and explained PSTA's position in each as compared to its peers around the country. In response to questions about on-time performance and bus stops, Mr. Miller said that the only stops that are included in this analysis are the ones that are "time points;" approximately 600 out of the 5,000 bus stops in Pinellas County. Mr. Miller pointed out that PSTA does really well in cost effectiveness and efficiency and reviewed various graphs to indicate this. Mr. Jonson asked if fuel and maintenance costs are included in the total operating cost per total vehicle mile graph and Mr. Miller responded yes, as well as capital costs. Mr. Miller explained PSTA's Performance Dashboard chart and indicated that this chart will be utilized in the Agency's new Performance Scorecard.

REPORTS

Monthly Financial Statement – The financial statements were included in the packet. Debbie Leous, Chief Financial Officer, gave a brief summary of the reports for the month ending July 31, 2017.

Ridership/Performance – Mr. Miller reported that overall, August ridership was slightly down. He mentioned that there were improvements in total accidents and miles between road calls. The Committee discussed preventable accidents, low performing routes, and the half price promotion in June.

FUTURE MEETING SUBJECTS

The Committee was provided with a list of upcoming meeting subjects.

OTHER BUSINESS

Mr. Miller announced the good news that PSTA is the recipient of a \$1 million Low-No grant for electric buses.

ADJOURNMENT

The meeting was adjourned at 10:40 AM. The next Finance & Performance Management Committee meeting will be held on October 18th at 9:00 AM.