Members present:  
Erik Gaikowski  
Cherie Gerry  
Brett Glirbas  
Philip Jacobson  
Greg Johnson  
Megan Myers (left at 5:08pm)  
Jerri Reed  

Staff present:  
Dennis Erckfritz, Operations Manager  
Amber Gibson, Planner II, SECOG  
Randy Hartman, Assistant GM  
Tierza Lanham, Paratransit Manager  
Eric Meyerson, General Manager  
Sam Trebilcock, Transportation Planner  
Ryan Weisenbach, Maintenance Manager  

Public in attendance:  
Kay Gollesch  
Mike Lynch  
Chad Powell  

Call to order  
With a quorum present, Erik Gaikowski, Chair, called the Public Transit Advisory Board (PTAB) meeting to order at 3:45 p.m. and made introductory comments.

1. Meeting Procedures  
Erik Gaikowski reviewed the meeting procedures.

2. Approval of Agenda  
Brett Glirbas made a motion to approve the September 26, 2016, PTAB agenda. Megan Myers seconded the motion. The motion passed unanimously.

3. Approval of August 22, 2016, PTAB Meeting Minutes  
Greg Johnson made a motion to approve the August 22, 2016, PTAB meeting minutes. Philip Jacobson seconded the motion. The motion passed unanimously.

4. Public input on non-agenda items:  
There was no public input.

5. New Business:  
a. Coordinated Plan Annual Progress Report  
Amber Gibson stated that the purpose of the Coordinated Plan Annual Progress Report is to provide a report on the coordination efforts of MPO staff, transportation providers and human services agencies to address the priorities identified in the Coordinated Plan. Amber reviewed some of the activities that addressed the Coordinated Plan priorities. This item was informational only.
6. **Old Business:**
   a. **Transit Development Plan**
      Sam Trebilcock reviewed the updated Transit Development Plan including public involvement efforts, challenges, proposed route changes, and the transit fund forecast. Brett Glirbas suggested that a penalty and reward system be considered for paratransit riders. Greg Johnson made a motion to approve the Transit Development Plan and Megan Myers seconded the motion. The motion passed unanimously. Megan Myers departed the meeting at this time.
   
   b. **CCTS Pilot Project Update**
      Sam Trebilcock stated that the CCTS pilot project has been operating for a couple of months and that things are going well and that CCTS is seeking out additional opportunities to provide transportation services in the community. This item was informational only.

7. **Reports:**
   a. **August Operations Report**
      Eric Meyerson reviewed the August Operations Reports. Eric stated that fixed-route ridership was up 11.46% and paratransit ridership was down 3.14%, compared to August 2015. This item was informational only.

8. **Other Business:**
   a. Sam Trebilcock stated that this was Greg Johnson’s last meeting and that Mike Lynch has been appointed to replace Greg on the Board. Sam thanked Greg for his service on PTAB and Erik Gaikowski echoed the sentiment.

9. **Adjournment:**
   Greg Johnson made a motion to adjourn the meeting and Jerri Reed seconded the motion. The meeting was adjourned at 5:15 p.m.