

Macatawa Area Express Transportation Authority
Meeting Minutes
Monday, February 24th, 2025
Approved Minutes

The Macatawa Area Express Transportation Authority Board met at 3:30 pm in the training room at the MAX Operations building – 11660 Greenway Dr., Holland, MI 49424

Members Present: Secretary Meika Weiss and Treasurer Jason Latham; Board Members Doug Becker, Margo Walters, Kristin Myers, Abbe Baas, Nathan Bocks

Staff Present: Beth Higgs, Lynn McCammon, Juana Lopez and Sandra Korhorn

2.24.1 Approval of the Minutes for January Board Meetings

Approved motion made by Becker, supported by Weiss

2.24.2 Public Comment

There was no public comment.

11.24.4a Marketing Committee

Higgs reported that there is nothing new to report on. As previously MAX is looking into marketing firms to assist in launching new Fixed Routes.

3.24.4 Executive Committee

3.24.4a *Public Transportation Agency Safety Plan (PTASP) Version 8 - Action*

On April 10, 2024, the FTA updated the National Safety Plan to meet the requirements of the Bipartisan Infrastructure Law. This update sets new safety performance measures for Agency Safety Plans (ASPs) to enhance the safety of public transportation systems receiving federal funds.

Each transit agency must revise its ASP to include these new safety measures during their next annual review. The MAX team, including Operations Manager Sue Gorby, Data Analyst Charlie Veldhoff, and Safety Coordinator Brent Etzel, have updated the PTASP according to the FTA's technical review checklist from December 2024.

MAX is presenting PTASP Policy Version 8 today, which meets all FTA recommendations. Motion to approve was made by Bocks, supported by Walters. Motion carried unanimously.

3.24.4b FY2026 – FY2029 TIP Call for Projects, Resolution - Action

Higgs recommends Board approval of resolution in support of project nominations for Congestion Mitigation and Air Quality (CMAQ) funding for inclusion in the FY 2026-2029 Transportation Improvement Program (TIP).

During the meeting of October 7, 2024 Staff reviewed the capital expenditures planned for the fiscal years 2026 – 2029 and discussed how CMAQ funds will be enable MAX to replace the 15 buses and 4 transit vans, eligible for replacement that are required to maintain a State of Good Repair (SGR) as required by FTA. Walters found a discrepancy to correct. After revision Bocks made the motion to approve, supported by Weiss. Motion carried unanimously.

3.24.4c

Executive Director Position - Action

Higgs was thrilled to report in November 2024, MAX engaged Yeo and Yeo HR Consultants, formerly Amy Cell Talent, to assist in the search for a new Executive Director. The position was advertised internally and externally, attracting 51 candidates, of which eight were shortlisted and four participated in virtual interviews. Following in-person interviews in February, the selection committee conducted thorough evaluations, including reference checks and assessments, and determined that Ryan Novotny is the ideal candidate. With over a decade of experience in the transit industry, including leadership roles at Charlevoix County Transit, Ryan has demonstrated strong leadership, communication, and team-building skills. His deep understanding of MAX's goals and objectives, coupled with his extensive experience working with MDOT, make him well-suited to lead the organization. The Recruitment Selection Committee recommends that the Board approve Ryan Novotny as the Executive Director, and upon approval, the team will proceed with finalizing his employment contract and ensuring a smooth transition. Walters raised questions on the interview and selection process. The offer was given to Novotney pending background screening and board approval, Walters stated she did not appreciate that the offer was given before coming to the board. She also pointed out she did not receive everything she expected during the selection process. Higgs went over the selection process involving the Selection Committee mentioned in December's board meeting, she understood the grievances and agreed to review our process in the future. Motion to approve was made by Becker, supported by Bocks. Motion was carried with Walters objecting.

3.24.4d

Ridership Reports

There was no discussion.

3.24.4e

Financial Reports

There was no discussion.

3.24.4f

Expenditure Reports

There was no discussion.

Interim Directors Report

There was no discussion.

3.24.5

Adjournment

A motion was made by Latham and supported by Becker to adjourn the meeting.
Motion passed unanimously.