

MEETING: COTA BOARD OF TRUSTEES

DATE: THURSDAY, MAY 23, 2019

TIME: 8:15 AM (IMMEDIATELY FOLLOWING THE CONCLUSION OF THE ANNUAL MEETING)

LOCATION: W. G. PORTER BOARDROOM, 33 NORTH HIGH STREET

MEETING MINUTES

1. CALL TO ORDER

Chair Bartley called the Board of Trustees regular meeting to order at 8:08 AM.

2. ROLL CALL

Board Members Present

Trudy Bartley, Chair
Craig Treneff, Vice Chair
Jean Carter Ryan
Marlon Moore
Thomas Grote
Amy Landino
Gina Ormond
Timothy Skinner
Michael Stevens

Board Members Absent

Cathy DeRosa

3. APPROVAL OF THE APRIL 24, 2019 BOARD OF TRUSTEES MEETING MINUTES

Trustee Carter Ryan motioned to approve the April 24, 2019 Board of Trustees Meeting Minutes. Vice Chair Treneff seconded the motion. Motion carries.

4. COMMENTS OR STATEMENTS FROM THE AUDIENCE

No members of the public presented comments or statements.

5. PRESIDENT'S REMARKS

President/CEO Joanna M. Pinkerton highlighted some of the initiatives that are taking place at COTA and thanked the board for taking time to meet this week to focus on the "why" of COTA's existence.

APTA Rodeo Competition

Members of the COTA team just returned from Louisville, KY. The COTA Maintenance team of Joel Chesser, Jake Markelonis, and Eric Rager came in 2nd place overall at the APTA International Bus Rodeo Competition. The team also took home 1st place in the Multiplex Award category.

National Infrastructure Week

Last week, COTA hosted a roundtable conversation at Grove City. Participants include elected officials and the President of the new Mt. Carmel Hospital.

Mainstream On-Demand

We launched our new Mainstream On-Demand service with UZERV in the month of May where we provided 4x the amount of trips that UZERV has ever provided in any other city. We will see a 30% cost reduction overall in this service. Trustee Carter Ryan asked if there are certain parts of the service area that we are seeing an increase in trips. President Pinkerton said our team will follow-up on that information.

Smart Columbus Update

The COTA team has been part of Smart Columbus focus groups on launching the Multimodal Trip Planning Application.

6. GOVERNANCE COMMITTEE REPORT – TRUDY BARTLEY, CHAIR

Gave report in Annual Meeting.

7. STRATEGIC AND OPERATIONAL PLANNING COMMITTEE REPORT - CRAIG TRENEFF, CHAIR

Vice Chair Treneff reported that his committee received an update on the Strategic Plan. Elliott Doza gave an update on the Microtransit pilot project in Grove City. There was also a Tactical Urbanism presentation from Andrew Neutzling. Tactical Urbanism initiatives include pop up bus lanes, bus bulbs, bus stop parklets, and off-board fare collection. COTA is partnering with the City of Columbus on a pop-up bus lane. As of right now, there is still discussion on where this would take place.

COTA Plus Fare Proposal – Elliott Doza

Elliott Doza gave a presentation on the proposed fare structure for the Microtransit pilot project in Grove City. Reviewed the design philosophy and model of which the fare proposal was based off – more than standard, but less than a rush hour fare. There will be discounts to subsets of riders – including seniors, ADA and Keycard users.

Trustee Carter Ryan asked Elliott to remind the group of who qualifies as Keycard customers. Elliott stated that it is those on Medicare and disabled veterans. Trustee Skinner asked about when the weekly pass begins. Elliott responded saying that it is a rolling week.

RESOLUTION NO. 2019-35 - AUTHORIZING A FARE STRUCTURE FOR COTA OPERATED MICROTRANSIT PILOT SERVICE IN GROVE CITY, OHIO

Trustee Landino motioned to approve the resolution. Trustee Carter Ryan seconded the motion. The motion carries.

8. EXTERNAL/STAKEHOLDER RELATIONS COMMITTEE REPORT - MARLON MOORE, CHAIR

Supplier Diversity Presentation – Quincy Howard

Quincy Howard, DBE Administrator, gave an overview of COTA's DBE program. We are now tracking discretionary and operating spend within COTA and have sat down with every division head. The DBE goal of our overall spend is 12%. As of the first quarter, we are at 14%.

Workforce Diversity & EEO Report Presentation – Stephanie Pulliam & Jana Davis

Jana Davis, Diversity and EEO Administrator, presented the Workforce Diversity dashboard as of April 30, 2019. The dashboard breaks down the COTA workforce by those who identify as ethnically diverse and female. Clarified that ethnically diverse females are counted in the ethnically diverse category – not female. Stephanie Pulliam, Compensation and Benefits Manager, reviewed the data for the different job categories.

Chair Bartley requested that we see the data from each department be broken out by job category. Trustee Skinner would like to see the historical data when the Board receives quarterly updates moving forward. Trustee Grote asked about what the goals and objectives to be regarding COTA's workforce. Trustee Moore said that our workforce should reflect the diversity of the community.

9. PERFORMANCE MONITORING/AUDIT COMMITTEE REPORT - MICHAEL STEVENS, CHAIR

The Performance Monitoring/Audit Committee did not meet during the month of May.

10. CONSENT AGENDA

Trustee Stevens motioned to approve the below resolutions. Trustee Carter Ryan seconded the motion. The motion carries.

- RESOLUTION NO. 2019-36 - AUTHORIZING A CONTRACT WITH GILLIG, LLC FOR THE PURCHASE OF ASSORTED PARTS FOR TRANSIT COACHES
- RESOLUTION NO. 2019-37 – AUTHORIZING THE TRANSFER OF FEDERAL INTEREST AND TITLE TO TWO (2) 2007 GILLIG TRANSIT COACHES TO CAPITAL AREA TRANSPORTATION AUTHORITY
- RESOLUTION NO. 2019-38 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH JRED SERVICES, LLC FOR COTA BUS PASSENGER SHELTER CLEANING SERVICES
- RESOLUTION NO. 2019-39–AUTHORIZING A CONTRACT WITH SHI INTERNATIONAL CORPORATION FOR THE RENEWAL OF FORCEPOINT SOFTWARE AND SUPPORT
- RESOLUTION NO. 2019-40 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH TRANSYSTEMS CORPORATION OF OHIO FOR TRANSIT PLANNING AND ENGINEERING SERVICES

11. OTHER BUSINESS

No other business before the board.

12. MEETING CALENDAR

- STRATEGIC AND OPERATIONAL PLANNING COMMITTEE – JUNE 12, 2019, 9:00 AM
- EXTERNAL STAKEHOLDER RELATIONS COMMITTEE – JUNE 17, 2019, 9:00 AM
- PERFORMANCE MONITORING/AUDIT COMMITTEE – JUNE 19, 2019 , 2:00 PM
- GOVERNANCE COMMITTEE – JUNE 19, 2019, 3:00 PM
- BOARD OF TRUSTEES – JUNE 26, 2019, 8:00 AM

13. ADJOURNMENT

Trustee Landino motioned to adjourn the meeting. Trustee Skinner seconded the motion. The meeting adjourned at 8:41 AM.

Adopted: June 26, 2019

Signed: 
Chair, Board of Trustees

Attest: 
President/CEO