



TOLEDO AREA REGIONAL TRANSIT AUTHORITY  
BOARD OF TRUSTEES MEETING  
130 KNAPP STREET, TOLEDO, OHIO 43604

December 14, 2023 | 4:00 P.M.

MINUTES

**Call to Order** - At 4:02 p.m. Vice President Kendra Smith called the meeting to order.

**Roll Call**

Trustees Present: Heather Baker, Joel Beren, Valerie Fatica, Michael Hart, Katie Hunt-Thomas, Pat McKinstry, Mary Morrison, W. L. Perryman, Kathy Selking, Kendra Smith, Lou Thomson and Kevin Weak's.

Trustees Absent: Kelsie Hoagland.

Officers Present: Laura Koprowski - CEO, Sophie Giviyan - Secretary/Treasurer, Stephen Hartman - General Counsel

**Approval of Previous Meeting Minutes**

A **motion** was made by Kevin Weak's and **seconded** by Lou Thomson to approve the minutes of the November 16, 2023 Board of Trustees meeting. The motion passed unanimously.

**Public Comments** - There were none.

**Recognitions**

Frank Duffy, Golden Recognition Award  
Thomas Starkey, Golden Recognition Award

**Policy Committee**

The committee met on 12-04-23 and reviewed two resolutions. The committee reviewed the updates to the Paid Time Off policy draft and the updates to the Public Transit Agency Safety Plan.

All items were recommended to the Board.

**Finance Committee**

The committee met on 11-30-23 and 12-07-23 to review the 2024 budget. The committee also reviewed a resolution regarding closing of bank account and the opening of a Cash Sweep Account.

The resolution was recommended to the Board.

## Nominating Committee

The committee met on 12-11-23 to formalize a nomination process for future purposes. The committee reviewed all nominations for Board President and Vice President. There were no nominations from the floor.

The committee recommended Mary Morrison as President and Kendra Smith as Vice President.

## Appointment of the President and Vice President

President and Vice President of the TARTA Board of Trustees for 2024.

### **Vote by roll call for President: Mary Morrison** (*Y for yes, N for No, A for abstain*)

Trustees Present: Heather Baker **Y**, Joel Beren **Y**, Valerie Fatica **Y**, Michael Hart **Y**, Katie Hunt-Thomas **Y**, Pat McKinstry **Y**, Mary Morrison **Y**, W. L. Perryman **Y**, Kathy Selking **Y**, Kendra Smith **Y**, Lou Thomson **Y** and Kevin Weakes **Y**. *The nomination passes unanimously.*

### **Vote by roll call for Vice President: Kendra Smith** (*Y for yes, N for No, A for abstain*)

Trustees Present: Heather Baker **Y**, Joel Beren **Y**, Valerie Fatica **Y**, Michael Hart **Y**, Katie Hunt-Thomas **Y**, Pat McKinstry **Y**, Mary Morrison **Y**, W. L. Perryman **Y**, Kathy Selking **Y**, Kendra Smith **A**, Lou Thomson **Y** and Kevin Weakes **Y**. *The nomination passes with one abstention.*

Both recommended nominees are appointed to their respective positions. President Mary Morrison and Vice President Kendra Smith shared their appreciation to the Board of Trustees and TARTA staff for their continued support of their leadership.

## Resolutions

A **motion** was made by Valerie Fatica and **seconded** by Michael Hart to adopt *Resolution No. 65-23 - ADOPTS THE ANNUAL REVIEW AND UPDATE OF THE TARTA PUBLIC TRANSIT AGENCY SAFETY PLAN (PTASP) REQUIRED BY THE U. S. DEPARTMENT OF TRANSPORTATION AND FEDERAL TRANSIT ADMINISTRATION*. The motion passed unanimously.

A **motion** was made by Michael Hart and **seconded** by Mary Morrison to adopt *Resolution No. 66-23 - AUTHORIZING THE ADOPTION OF THE TOLEDO AREA REGIONAL TRANSIT AUTHORITY NON-UNION EMPLOYEE PAID TIME OFF POLICY*. The motion passed unanimously.

A **motion** was made by W.L. Perryman and **seconded** by Heather Baker to adopt *Resolution No. 67-23 - AUTHORIZING CLOSE-OUT OF THE INVESTMENT BANK ACCOUNT AND OPENING AN INSURED CASH SWEEP ACCOUNT IN HUNTINGTON NATIONAL BANK OF TOLEDO*. The motion passed unanimously.

A **motion** was made by W.L. Perryman and **seconded** by Michael Hart to adopt *Resolution No. 68-23 - MAKING APPROPRIATIONS FOR EXPENDITURE OF THE TOLEDO AREA REGIONAL TRANSIT AUTHORITY DURING THE CALENDAR YEAR 2024*. The motion passed unanimously.

### **Secretary-Treasurer Report**

Sophie Giviyan stated that payroll expenses are under budget due to many vacant positions and other fringe benefits are under budget to correspond with open positions. Services have a large positive variance because one of the TARPS third party providers experienced a shortage of drivers. October sales tax was \$3.468 million dollars and November sales tax was \$3.412 million dollars.

### **Chief Executive Officer Report**

Laura Koprowski introduced TARTA's most recent addition to the team, Tisha Carrol, Workforce Development Program Manager. Laura mentioned the upcoming winter service changes on January 7, 2024.. She mentioned that there will be a press conference on Monday, January 8, 2024, to celebrate the start of service in Oregon. Laura stated that TARPS is seeking to become a Certified Autism Center. Laura shared that Team TARTA will be holding several end of the year Town Halls hosted by ERRO (TARTA's Employee Recognition, Retention and Outreach group) including third shift. Laura mentioned that this year during open enrollment for healthcare, we are switching providers and managing open enrollment through ADP to provide a paperless process with counselors from Taylor Oswald working directly with the employees. She asked Interim Director of Maintenance and Facilities, Antonio Schiavone, to provide an update regarding the Bus Wash system at TARTA HQ-1127 West Central Avenue.

Antonio Schiavone shared that all the old mechanics and electrical has been striped out of the wash pay and power washed the floor and walls. He shared that the installation of the new bus wash will be starting the week of Monday, December 18, 2023.

### **Vice President Report**

Kendra Smith thanked the Board of Trustees and TARTA Staff for a great year in 2023 and shared her eagerness to continue this important work in 2024.

### **President Report**

Mary Morrison expressed her thanks to the Board of Trustees and TARTA staff for all the hard work and momentum in 2023. She also reminded the Board Members to reach out to her if they are interested in Board leadership positions.

**Reports and Communications from Trustees** - there were none.

### **Any and All Other Business**

### **Meeting Calendar**

The Next regularly scheduled TARTA Board of Trustees meeting will take place on Thursday, January 18, 2023 at 4:00 p.m. in the Conference Room at 130 Knapp Street.

### **Adjournment**

The meeting was adjourned at 4:44 p.m.

### **Certificate of Compliance**

I hereby certify that all members of the Board of Trustees were given notice of the foregoing in person, by telephone, mail, or email more than 48 hours before the meeting.

Sophie Giviyani-Kermani  
Secretary-Treasurer

**Adopted:**

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Sophie Giviyani-Kermani  
Secretary-Treasurer

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Mary Morrison  
President