



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

June 20, 2024 | 4:00 P.M.

MINUTES

**Call to Order** – At 4:00 p.m. President Mary Morrison called the meeting to order.

**Roll Call**

Trustees Present: Joel Beren, Valerie Fatica, Brittany Ford, Gary Gonya, Mary Morrison, W. L. Perryman, Kendra Smith, Lou Thomson, Kevin Weakes and Tiffany Whitman.

Trustees Absent: Heather Baker, Michael Hart and Kelsie Hoagland.

Officers Present: Laura Koprowski – CEO, Stephen Hartman & Rebecca Nowak – General Counsel

**Approval of Previous Meeting Minutes**

A ***motion*** was made by Lou Thomson and ***seconded*** by Joel Beren to approve the minutes of the May 16, 2024, Board of Trustees meeting. The motion passed unanimously.

**Public Comments** – There were none.

**Recognitions**

The TARTA Board and Staff honored former TARTA Board member, Kelsie Hoagland, City of Waterville.

*Resolution No. 33-24, COMMENDING KELSIE HOAGLAND FOR OUTSTANDING SERVICE AND LEADERSHIP TO THE TOLEDO AREA REGIONAL TRANSIT AUTHORITY AND TO THE RESIDENTS OF LUCAS COUNTY AND THE CITY OF ROSSFORD*

*The Resolution* was tabled, pending amendments, and is to be presented during the Next Board meeting scheduled for July 18, 2024.

Vicki Walker, Information Operator – Retired after 31 years of service. The board recognized Vicki for her years of service and dedication to team TARTA and wished her a happy retirement.

Keith Willoughby, Fixed Route Operator – Retired after 25 years of service. The board recognized Keith for his years of service and dedication to team TARTA and wished him a happy retirement.

## **Presentations**

TARTA Mentorship Program (M-PACT) - Tisha Carroll, Workforce Development Program Manager and Carly Allen, Fixed Route Operator and ATU Representative. The presentation is included in the board packet.

## **Policy Committee**

The committee met on 06-13-24 and reviewed Resolution No. 34-24 and Resolution No. 35-24. The committee also reviewed a presentation regarding TARTA's new RISE Tuition Reimbursement Policy.

## **Finance Committee**

The committee met on 06-13-24 and reviewed Resolution No. 36-24 and Resolution No. 37-24 in addition to a presentation regarding TARTA's Zero Emission Bus Plan. The committee also reviewed updates regarding the hiring of TARTA's new Chief Financial Officer and TARPS Supplemental Service.

## **Strategic & Operational Planning Committee**

The committee met on 06-13-24 and reviewed Resolution No. 37-24. The committee also reviewed a presentation regarding the results of TARTA's Spring 2024 customer service survey.

## **Resolutions**

A ***motion*** was made by Joel Beren and ***seconded*** by Lou Thomson to adopt *Resolution No. 34-24, APPROVING THE REVISED TOLEDO AREA REGIONAL TRANSIT AUTHORITY EMPLOYEE HANDBOOK*. The motion was passed unanimously.

A ***motion*** was made by Joel Beren and ***seconded*** by Kendra Smith to adopt *Resolution No. 35-24, AMENDING THE RECORDS RETENTION POLICY AND ADOPTING A NEW RECORD RETENTION SCHEDULE FOR THE TOLEDO AREA REGIONAL TRANSIT AUTHORITY*. The motion was passed unanimously.

A ***motion*** was made by W.L. Perryman and ***seconded*** by Valerie Fatica to adopt *Resolution No. 36-24, AUTHORIZING AN UPDATE IN THE APPOINTMENT OF A TRUSTEE AND ALTERNATE TRUSTEE TO SERVE AND VOTE ON THE BOARD OF TRUSTEES OF THE OHIO TRANSIT RISK POOL*. The motion was passed unanimously.

A ***motion*** was made by Lou Thomson and ***seconded*** by Joel Beren to adopt *Resolution No. 37-24, AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A CONTRACT WITH STATION FOUR INC. TO REDESIGN THE TARTA WEBSITE*. The motion was passed unanimously.

## **Secretary-Treasurer Report**

Laura Koprowski asked Lucas Grams to provide updates on the April financial statements.

Lucas Grams stated that payroll expenses, as well as fringe benefits, were under budget due to short staffing. Materials and supplies had a large negative variance due to higher bus and facility maintenance. Miscellaneous fees included payroll fees, printing, seminars, and

laundry service. April Sales Tax was \$3.191 million dollars and May Sales Tax was \$3.209 million dollars. In April TARTA had \$110,561 dollars in interest income.

### **Chief Executive Officer Report**

Laura Koprowski discussed TARTA's involvement in the Toledo Regional Alliance's D.C. Fly-In. Seven community partners throughout Toledo and Lucas County participated in 14 meetings in Washington D.C. to discuss federal grant funding, including meetings in the Congressional Office and White House. Laura also provided an update regarding TARTA's Youth Summer Blast Pass. To date, 515 physical passes and 365 digital passes have been issued, including 1,000 from Toledo Lucas County Public Libraries.

Laura discussed the recent graduation ceremony for new TARTA operators. Ten individuals graduated during an event attended by family, friends, and mentors, as well as local media. A new class is expected to begin on July 1, with an 8-week training period. Laura expects over 20 new individuals in this class.

Joel Beren questioned TARTA's new enhanced bus stop project on Jefferson Avenue. Laura Koprowski answered that the new bus stop will be elevated and have enhanced features, such as real-time arrival information and storage for additional transportation.

### **Vice President Report**

Kendra Smith mentioned an upcoming trip to the American Public Transit Association's Transit Board Members and Board Administrators Seminars, asking the Board to inform her with any potential topics of interest.

### **President Report**

Mary Morrison discussed the graduation ceremony for new TARTA operators, citing the different backgrounds of the new employees. She also highlighted the success of TARTA's Muddy Shuttle and the good work of employees through involvement with Litter League. Mary mentioned that she will not be in attendance for the July Committee Meetings but is counting on attendance from other Board members.

### **Reports and Communications from Trustees**

Lou Thomson reminded the Board that a Governance Committee meeting will take place on June 24, 2024.

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

### **Meeting Calendar**

The next regularly scheduled TARTA Board of Trustees meeting will take place on Thursday, July 18, 2024 at 4:00 p.m. in the Conference Room at 130 Knapp Street.

### **Adjournment**

The meeting was adjourned at 5:02 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.

Laura Koprowski  
Secretary-Treasurer

**Adopted:**

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Laura Koprowski  
Secretary-Treasurer

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Mary Morrison  
President