



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

December 15, 2022
4:00 P.M.

MINUTES

Call to Order – At 4:00 p.m. President Kelsie Hoagland called the meeting to order.

Roll Call

Trustees Present: Valerie Fatica, Kelsie Hoagland, Pat McKinstry, Mary Morrison, W. L. Perryman, Kathy Selking, Kendra Smith, Kevin Weak

Trustees Absent: Heather Baker, James Caldwell, Michael Hart, Katie Hunt-Thomas, Lou Thomson

Officers Present: Laura Koprowski – CEO, Sophie Giviyani-Kermani – Secretary-Treasurer, Joan Riffe – General Council

Approval of Previous Meeting Minutes

A **motion** was made by Kendra Smith and **seconded** by Pat McKinstry to approve the minutes of the November 17, 2022, Board of Trustees meeting. The motion passed unanimously.

Public Comments – There were none.

Presentations

TransPro Consultant, Matt Webb presented on Customer Experience Survey Highlights, which is included in the board packet.

Kendra Smith commended TARTA Operators and staff for outstanding improvement. Ms. Smith requested clarification regarding the Fixed-Route Improvement Opportunities graph. Specifically, she requested clarification of an error regarding “more places to buy bus passes”. Discussion followed regarding the possible error in the presented graph. President Kelsie Hoagland requested that Matt Webb follow up with the Board if there is such an error. Additionally, she congratulated TARTA Operators and staff due to the improving results from wave three of the survey. Laura Koprowski stated that the Executive Leadership Team shared the survey results with staff during the last Employee Townhall. There were no other questions or comments.

Chief Financial Officer, Sophie Giviyani-Kermani presented the 2023 Operating Budget, which is included in the board packet.

Ms. Giviyani-Kermani recognized the involvement of Chris Kirk, Financial Analyst, in the presented budget. There were no other questions or comments.

Strategic & Operational Planning Committee

Kendra Smith, Chair, reported that the committee met on 12-08-22, and was presented with updates on Microtransit and the upcoming pilot's soft launch. Additionally, the committee was presented a TARTA Next update by Neil Greenberg, and the Capital Budget by Sophie Giviyani-Kermani. Kendra Smith mentioned that the presentations were very informative, and the committee is very excited to hear about TARTA's plans for the future fleet, involving electric vehicles.

W.L. Perryman requested an update on the Hub site evaluations RFQ. Charles Odimgbe, Chief Operations Officer, replied informing the Board that the agency has met regarding the site analysis and is reviewing proposals. There were no other questions or comments.

Finance Committee

Mary Morrison reported that the Finance Committee has met twice since the last board meeting, the most recent meeting being on 12-12-22. Sophie Giviyani-Kermani presented the Operating budget, which was just covered in today's Board meeting. Ms. Giviyani-Kermani additionally presented the Capital Budget, touching on Operation/Departmental breakdowns and LITE funding. The committee also discussed the University of Toledo contract.

Nominating Committee

President Kelsie Hoagland reported that the committee met to discuss policies and procedures of the nominating process. There were ongoing discussions regarding the nominating process, which the By Laws do not mention. The committee moved to dissolve the nominating committee, and move the nomination matters and process to the Governance Committee, with consideration of the former nominating committee's recommendations.

Nominations

A **motion** was made by Pat McKinstry and **seconded** by Valerie Fatica to appoint Mary Morrison as President and Kendra Smith as Vice President of the TARTA Board of Trustees.

The motion passed unanimously, with two abstentions (both nominees), thus appointing Mary Morrison as President and Kendra Smith as Vice President of the Board of Trustees effective 01/01/2023. President Kelsie Hoagland congratulated both nominees and stated her appreciation for the Chair thus far. There were no other questions or comments.

Resolutions

A **motion** was made by Kendra Smith and **seconded** by W.L. Perryman to adopt *Resolution No. 76-22 - Commending Kelsie Hoagland for outstanding service and leadership to TARTA and to the residents of Lucas County and the City of Rossford*. The motion passed unanimously.

Mary Morrison presented President Kelsie Hoagland with Resolution No. 76-22. President Hoagland shared that her experience as President has been both challenging and gratifying. She stated that she has seen three major leadership changes within the agency, and that Laura Koprowski has developed an amazing team and cabinet. Laura Koprowski presented President Hoagland with a new TARTA bus stop sign, to thank her for her time served as president.

A **motion** was made by Kendra Smith and **seconded** by Mary Morrison to adopt Resolution No. 74-22 - *Authorizing the Chief Executive Officer to extend the contract with Neil Greenberg for outsourced consulting services for TARTA.* The motion passed unanimously.

A **motion** was made by Valerie Fatica and **seconded** by Kevin Weaks to adopt Resolution No. 75-22 - *Authorizing a promotional period during the first week of microtransit soft launch, January 22-28, 2023.* The motion passed unanimously.

A **motion** was made by Kendra Smith and **seconded** by Kevin Weaks to adopt Resolution No. 77-22 - *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 Mary Morrison and **seconded** by Pat McKinstry to adopt Resolution No. 78-22 - *Authorizing the approval of FY2022 LITE Funding Application(s) for local jurisdictions.* The motion passed, with one abstention.

A **motion** was made by Kendra Smith and **seconded** by W.L. Perryman to adopt Resolution No. 79-22 - *Authorizing the Chief Executive Officer to execute a termination of Transit Services Agreement and a Paratransit Service Agreement with The University of Toledo.* The motion passed unanimously, with one abstention.

A **motion** was made by Valerie Fatica and **seconded** by Mary Morrison to adopt Resolution No. 80-22 - *Authorizing the Chief Executive Officer to accept the agreement between TARTA and The Amalgamated Transit Union Local 697 concerning vacation buyback.* The motion passed unanimously.

A **motion** was made by Kendra Smith and **seconded** by Kevin Weaks to adopt Resolution No. 81-22 - *Authorizing the Chief Executive Officer to accept the agreement between TARTA and The Amalgamated Transit Union Local 697 concerning the employee benefit plan.* The motion passed unanimously.

A **motion** was made by W.L. Perryman and **seconded** by Pat McKinstry to adopt Resolution No. 82-22 - *Making appropriations for expenditures of TARTA during the calendar year 2023.* The motion passed unanimously.

Secretary-Treasurer Report

Sophie Giviyani-Kermani covered statements from 10/31/22 to the present. She reported that overall, we are still on budget and slightly below in terms of operating revenue. She stated

that this is due to the large amount of fare exchange. Ms. Giviyani-Kermani presented further details regarding eligible federal grants.

Chief Executive Officer Report

Laura Koprowski reported on upcoming events with the agency, specifically noting the Holiday Community Open House on 12-19-22, and invited the Board to attend and bring family. Ms. Koprowski reported on the agency's plan for service expansion in the city of Oregon and that meetings have already begun with Oregon stakeholders. TARTA has recently hired Christal Morrow, Operations Transportation Manager. Ms. Koprowski welcomed Christal Morrow to the agency and the community of Toledo. Additionally, the agency has hired a new Customer Service Representative, Andrea Vaughn. Laura stated that TARTA is thrilled to have Andrea Vaughn's experience in customer service and data technology. Ms. Koprowski reported that Debbie Shubert will retire as of 12-16-22. She stated that the agency is grateful for Debbie's years of hard work serving as Executive Secretary. We have asked Alex Huffaker to step in to work with Debbie and take over handling things as we search internally for a replacement. Ms. Koprowski mentioned that there have been lots of opportunities for TARTA to work with community partners, most recently a meeting with Dr. Dione Somerville, regarding Owens Community College to be added to TARTA's service area. Ms. Koprowski reported that we will continue to participate with the City of Toledo and ProMedica in applying for the competitive federal RAISE grant opportunity. We are also participating in the Swayne Field visioning sessions. They are proposing to have a transit hub at Swayne Field, which would also align with the agency's interests. Ms. Koprowski closes my mentioning Ohio Loves Transit coming up and informs the Board that staff will be involved locally, as well as at the Ohio state house.

Vice President Report

Mary Morrison thanked the Board of trustees for offering their time to participate every month on the board and additionally on the committees. She continued by adding thanks for receiving support in the nomination and appointment of president.

President Report

President Kelsie Hoagland reported that the Governance Committee will participate in outlining and defining the By Laws and work to enhance them. President Hoagland thanked the board for their dedication and stated that she looks forward to joining the board on committees in the future. President Hoagland wished Debbie Shubert well in her retirement.

Reports and Communications from Trustees - There was none.

Any and All Other Business - There was none.

Meeting Calendar

The Next regularly scheduled TARTA Board of Trustees meeting will take place on Thursday, January 19, 2023, at 4:00 p.m. in the Conference Room at 130 Knapp Street.

Adjournment

The meeting was adjourned at 5:29 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:

Sophie Giviyani-Kermani
Secretary-Treasurer

Mary Morrison
President