

**MEETING:** GOVERNANCE COMMITTEE

**DATE:** THURSDAY, NOVEMBER 14, 2019

**TIME:** 9:00 AM

**LOCATION:** WG PORTER BOARDROOM, 33 N. HIGH STREET

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## MEETING MINUTES

### 1. CALL TO ORDER

Chair Bartley called the Governance Committee to order at 9:05 AM.

### 2. ROLL CALL

#### **Board Members Present**

Trudy Bartley, Chair

#### **Board Members Absent**

Craig Treneff, Vice Chair

Marlon Moore

Michael Stevens

Trustee Gladman was also present for this morning's Governance Committee.

### 3. APPROVAL OF GOVERNANCE COMMITTEE MINUTES

Due to the Governance Committee not having a quorum, the minutes from October 16, 2019 were not approved.

### 4. NEW BUSINESS

#### **Discussion of 2020 Board and Committee Meeting Dates**

Joanna M. Pinkerton discussed changing of the frequency of the meetings for next year. Chair Bartley asked what a new schedule would look like if the Board cut back the number of board and committee meetings. Staff will put together a draft list of committee meetings for December's Governance Committee for discussion.

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

Andrew Biesterveld, Chief Development Officer, gave the Strategic and Operational Planning Committee report on behalf of Vice Chair Treneff. The committee met on Tuesday, November 12. Emille Williams, Deputy CEO, gave an update on the Strategic Plan. Elliott Doza, Planning Project Manager, gave an update on COTA Plus and informed the committee that Mount Carmel has set up their voucher program with the COTA Plus program. The City of Westerville has passed an ordinance to study what a COTA Plus zone would look like in their municipality. The Development

Department is continuing to work on funding partners and will have a second zone in service by the end of Q1 2020.

Chair Bartley stated there are opportunities with other hospital systems – like Wexner Medical Center, Nationwide Children’s Hospital. Chair Bartley also stated that Medicaid dollars could be used to pay for such patient trips.

The committee also received a presentation on the Mobility Innovation Test that will happen during the Ohio State-Penn State game on November 23, 2019. Three hours prior to the noon kickoff, the southbound lane will be blocked off on High Street and then until 5:00 PM on the northbound lane. There will be a COTA Tailgate at one of our stops on the High Street Corridor.

Angel Mumma, Chief Financial Officer, gave an update to committee on the 2020 Budget. Next steps include continued discussion on the Operating and Capital Budgets.

## **6. EXTERNAL/STAKEHOLDER RELATIONS COMMITTEE REPORT - MARLON MOORE, CHAIR**

Joanna M. Pinkerton, President/CEO, gave the External Stakeholder Committee Report on behalf of Trustee Moore. The committee heard a Government Affairs update from Patrick Harris. COTA was awarded a \$5 million from the OTP2 Funds from the Ohio Department of Transportation. The committee also received a Mobility Innovation Test update, mostly related to the marketing concepts. The committee also heard an update on recent COTA Events – the Veterans Breakfast, National Veterans Memorial and Museum 5-Miler, and Lead HR Series.

## **7. PERFORMANCE MONITORING/AUDIT COMMITTEE REPORT - MICHAEL STEVENS, CHAIR**

Angel Mumma, Chief Financial Officer, gave the Performance Monitoring and Audit Committee report on behalf of Trustee Stevens. The committee met on Wednesday, November 13 and discussed the resolutions coming before the board.

The Governance Committee recommended that the below resolutions be placed on the Regular Agenda at the Board of Trustees Meeting on Wednesday, November 20:

- RESOLUTION 2019-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH RICHARD L.BOWEN + ASSOCIATES, INC. FOR THE RENOVATION OF THE MCKINLEY AVENUE FACILITY (FINAL PHASE)
- RESOLUTION 2019-XX – AUTHORIZING THE SALE OF TRILLIUM PARK DEVELOPMENT LOT-2 TO FRIENDSHIP KITCHEN

The Governance Committee recommended that the below resolutions be placed on the Consent Agenda at the Board of Trustees Meeting on Wednesday, November 20:

- RESOLUTION 2019-XX – AUTHORIZING THE CONTRACT RENEWAL WITH FIRST TRANSIT, INC. FOR TRANSPORTATION SERVICES FOR SENIORS AND INDIVIDUALS WITH DISABILITIES



- RESOLUTION 2019-XX – AUTHORIZING A CONTRACT WITH TRANSPORT SPECIALISTS, INC. FOR THE PURCHASE OF MISCELLANEOUS AIR CONDITIONING PARTS FOR TRANSIT COACHES
- RESOLUTION 2019-XX – AUTHORIZING A CONTRACT WITH SPACEBOUND FOR THE PURCHASE OF IT EQUIPMENT IN SUPPORT OF THE 2020 BUS BUY
- RESOLUTION 2019-XX – AUTHORIZING EXPENDITURES FOR MAINTENANCE AGREEMENTS WITH TRAPEZE SOFTWARE GROUP FOR THE ITS FIXED ROUTE AND ITS FIXED END MODULES
- RESOLUTION 2019-XX – AUTHORIZING A CONTRACT WITH T-MOBILE USA, INC. FOR CUSTOMER WI-FI INTERNET SERVICES
- RESOLUTION 2019-XX – AUTHORIZING EXPENDITURES FOR THE CONTRACT WITH VIAVERO (GBQVV, LLC) FOR FINANCE AND ACCOUNTING CONSULTING SERVICES
- RESOLUTION 2019-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH R.W. SETTERLIN BUILDING COMPANY FOR THE CREATION OF THE CUSTOMER EXPERIENCE CENTER AND MOBILITY LAB AT 33 NORTH HIGH STREET

**8. OTHER BUSINESS**

**9. ADJOURNMENT**

Chair Bartley adjourned the meeting at 9:36 AM.

Adopted: \_\_\_\_\_ **December 11, 2019**

Signed: \_\_\_\_\_  
Chair, Board of Trustees

Attest: \_\_\_\_\_  
President/CEO

