

1. CALL TO ORDER

Chair Bartley called the Governance Committee to order at 3:34 PM.

2. ROLL CALL

Board Members Present

Trudy Bartley, Chair
Craig Treneff, Vice Chair
Michael Stevens

Board Members Absent

Marlon Moore

3. APPROVAL OF THE GOVERNANCE COMMITTEE MEETING MINUTES

Vice Chair Treneff motioned to approve the February 20, 2019 Governance Committee meeting minutes. Trustee Stevens seconded the motion. Motion carries.

Trustee Stevens motioned to approve the March 21, 2019 Governance Committee meeting minutes. Vice Chair Treneff seconded the motion. Motion carries.

Vice Chair Treneff motioned to approve the April 17, 2019 Governance Committee Minutes. Trustee Stevens seconded the motion. Motion carries.

4. GOVERNANCE COMMITTEE REPORT – TRUDY BARTLEY, CHAIR

Vision and Mission Presentation – Pete McGinty, Align2Market

Pete McGinty reviewed the vision and mission exercises that the COTA team completed over the last few weeks and presented the draft mission and vision statement based on these

Trustee Landino reported that the External Stakeholders/Affairs Committee thought that the vision statement needed to be bolder and should focus on what COTA's impact will be in the future. Trustee Stevens commented that he really likes the mission statement. His only thought was the conveying of the message that COTA is inclusive to all. Vice Chair Treneff stated that the Strategic Operational Planning Committee thought that the word 'elevate' could be a stronger word.

Joanna asks the committee on next steps of trying to get the board together for a visioning exercise. The Board of Trustees will convene for a special meeting on Wednesday, May 22 at 9:00 AM for a Visioning Session led by Pete McGinty with Align2Market

Strategic Plan Presentation – Glenn Taylor/Jeff Gallart, KPMG, Sarah Lee, Essentia Group

Jeff Gallart presented the eight strategic themes, four guiding principles, and their corresponding initiatives to the committee. There are three categories of times for the initiatives – early opportunity, improvement, and transformational. Early opportunities are quick wins. Improvements are benefits that

we will see within the five-year window. Transformational will take outside the five-year window. Mr. Gallart reiterated that one of the deliverables of the strategic plan is a written report that would be externally facing. Sarah Lee reiterated that the strategic plan initiatives are high level.

Chair Bartley asked when the strategic plan would be officially rolled out. Joanna stated that once the vision and mission are finalized, the strategic plan consultants will issue a draft report within two weeks.

RESOLUTION NO. 2019-XX – AUTHORIZING ELECTION OF OFFICERS FOR THE CENTRAL OHIO TRANSIT AUTHORITY

Chair Bartley stated that we will bring to the full board a resolution authorizing officers for the Board of Trustees. Trudy Bartley will continue as Chair and Craig Treneff continuing as Vice Chair. Terri Eyerman will be the new Secretary-Treasurer and Monica Cerrezuela will serve as Assistant-Secretary.

Annual Review of Board Governance Documents

Chair Bartley stated that every year the board reviews the Board Governance Documents. As the documents were revised in 2018 with the new board structure, Chair Bartley recommends no changes at this time but encourages a more in depth review at the Board Retreat later this year. Vice Chair Treneff reviewed the documents and also agrees that no changes are necessary. Trustee Stevens agrees.

5. STRATEGIC AND OPERATIONAL PLANNING COMMITTEE – CRAIG TRENEFF, CHAIR

Microtransit Update Presentation

Elliott Doza gave a presentation to update the committee on the Microtransit fare proposal structure. Grove City Council is voting to adopt the ordinance to create the Microtransit program on Monday, May 20. COTA staff will be there in case there are any questions.

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

The proposed fare structure for the pilot program includes a \$3 base fare but allows for free fares for those who connect with a COTA bus stop, for those with student IDs, and C-pass holds. There will be a modification to the Resolution to allow children under 12 to ride for free.

Above resolution was discussed and recommended for regular agenda at the Board of Trustees Meeting on May 23, 2019 at 8:00 a.m.

Tactical Urbanism Presentation

Andrew Neutzling gave a presentation on the different proposals around tactical urbanism. COTA is working with the City of Columbus on potential opportunities. The City of Columbus is working closely with COTA on possible locations for pop-up bus lanes.

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

Due to Chair Moore's absence, Laura Koprowski, VP of Government Affairs, Marketing & Communications, reported out on discussions during the External/Stakeholder Relations Committee:

Corporate Engagement Plan Presentation

Michael Loges presented to the committee his final draft of COTA's corporate engagement strategy. Chair Moore has requested that Michael Loges present his plan at June's Committee Meeting.

Government Affairs Update

Patrick Harris, Director of Government Affairs, gave a Government Affairs update. The committee would like to see how we are implementing the public policy agenda at a federal, state, and local level. The three goals of the public policy agenda are funding, innovation, and sustainability. The committee would like to be updated when we accomplish one of the set goals.

Diversity, Equity, and Inclusion Efforts/ Workforce Diversity and EEO Reporting

While the committee did not have a full presentation, the committee was happy to see the progress that has been made on the diversity, equity, and inclusion efforts. Chair Moore's request, he recommended that both presentations be given at the full Board Meeting in May.

Vision/Mission and Strategic Planning Presentation

The committee heard presentations from Pete McGinty, Align2Market and Jeff Gallart, KPMG on the vision and statement, as well as the strategic plan.

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

Trustee Stevens stated that Performance Monitoring and Audit did not meet, but would recommend the following resolutions be added to the agenda at the Board of Trustees Meeting on Thursday, May 23, 2019 at 8:00 a.m.:

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

Financial Report

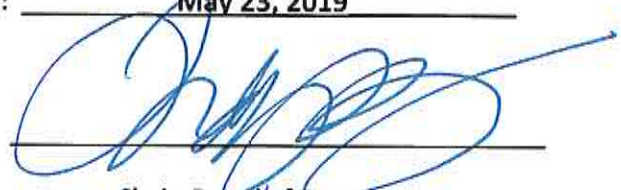
Our revenue continues to exceed plan. Our expenditures are below plan. We had a significant increase in sales tax revenue last month but that has now leveled out. Our ridership numbers are on par. We are in a good position with our performance numbers for the year. Vice Chair Treneff asked why there was an increase in the sales tax revenue. Terri Eyerman, Director of Finance, said that because sales tax is in three month arrears, so last month we received revenue from October, November, and December 2018 which are traditionally high shopping months.

8. ADJOURNMENT

Trustee Stevens moved to adjourn the meeting. Vice Chair Treneff seconded the motion. The meeting adjourned at 4:21PM.

Adopted: May 23, 2019

Signed: _____



Chair, Board of Trustees

Attest: _____



President/CEO