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**MEETING: GOVERNANCE COMMITTEE**

**DATE: THURSDAY, NOVEMBER 7, 2024**

**TIME: 4:00 PM – 5:00 PM**

**LOCATION: COTA – WG PORTER BOARDROOM | 33 N HIGH ST., COLUMBUS, OH**

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**MEETING MINUTES**

**1. CALL TO ORDER**

Chair Moore called the November 7, 2024, meeting of the Governance Committee to order at 3:00 PM.

**2. ROLL CALL**

**Board Members Present**

Marlon Moore, Chair  
Sean Mentel, Vice Chair  
Marc Reitter, Trustee

**Board Members Excused**

Shannon Tolliver, Trustee

**3. APPROVAL OF GOVERNANCE COMMITTEE MINUTES**

**A. SEPTEMBER 12, 2024, GOVERNANCE COMMITTEE MINUTES**

Vice Chair Mentel motioned to approve the September 12, 2024, Governance Committee Meeting Minutes. Trustee Reitter seconded the motion. Motion carried.

Chair Moore congratulated COTA for the passing on the levy.

**4. NEW BUSINESS**

Jeff Pullin, Director of Public and Media Relations presented following resolution, and the Committee recommended it be placed on the consent agenda of the COTA Board of Trustees.

- A. RESOLUTION 2024 XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH INSPIRE PR GROUP LLC FOR CORPORATE AND INTERNAL COMMUNICATIONS SUPPORT**



Amy Hockman, Chief of Transit Operations presented following resolutions, and the Committee recommended they be placed on the consent agenda of the COTA Board of Trustees.

- B. RESOLUTION 2024-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH TRANSDEV SERVICES, INC. FOR PREVENTATIVE MAINTENANCE AND REPAIR OF THE COTA//PLUS FLEET OF VEHICLES
- C. RESOLUTION 2024-XX – AUTHORIZING A CAPITAL LEASE AGREEMENT WITH ENTERPRISE FLEET MANAGEMENT, INC. FOR TEN (10) 2025 DODGE DURANGO PURSUIT ALL-WHEEL DRIVE VEHICLES
- D. RESOLUTION 2024-XX – AUTHORIZING A CAPITAL LEASE AGREEMENT WITH ENTERPRISE FLEET MANAGEMENT, INC. FOR TWO (2) 2025 CHEVROLET SILVERADO 1500 WORK TRUCK 4X4 CREW CAB VEHICLES
- E. RESOLUTION 2024-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH NEW FLYER OF AMERICA INC. FOR THE PURCHASE OF FORTY-FOOT (40') HEAVY-DUTY BATTERY-ELECTRIC TRANSIT VEHICLES

Andy Biesterveld, Chief Engineer presented following resolutions, and the Committee recommended they be placed on the consent agenda of the COTA Board of Trustees.

- F. RESOLUTION 2024-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH CNG SERVICES, LLC FOR A COMPRESSED NATURAL GAS (CNG) FUELING SYSTEM SERVICES CONTRACTOR FOR COTA FACILITIES
- G. RESOLUTION 2024-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH MCKEE DOOR SALES, INC. FOR ON-CALL REPAIR OF GATE OPERATORS, OVERHEAD DOORS, AND PEDESTRIAN DOORS

Jason Yanni, Senior Director Product Management Innovation & Technology presented following resolutions, and the Committee recommended they be placed on the consent agenda of the COTA Board of Trustees.

- H. RESOLUTION 2024-XX – AUTHORIZING A CONTRACT WITH CDW GOVERNMENT LLC FOR THE PURCHASE OF TELEPHONY AND AUDIO-VISUAL EQUIPMENT
- I. RESOLUTION 2024-XX – AUTHORIZING EXPENDITURES FOR CDW GOVERNMENT CONTRACT RENEWAL FOR COMMVAULT SYSTEM BACKUP SUBSCRIPTIONS
- J. RESOLUTION 2024-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH INSIGHT GLOBAL, LLC FOR TEMPORARY INNOVATION AND IT PERSONNEL SERVICES
- K. RESOLUTION 2024-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH IP PATHWAYS FOR INFORMATION TECHNOLOGY CONSULTING SERVICES



- L. RESOLUTION 2024-XX – AUTHORIZING AN AGREEMENT WITH THE CITY OF WESTERVILLE FOR THE CONTINUATION OF THE COTA//PLUS OPERATING ZONE
- M. RESOLUTION 2024-XX – AUTHORIZING EXPENDITURES WITH GARTNER FOR THE PURCHASE OF SUBSCRIPTION-BASED RESEARCH AND ADVISORY SERVICES
- N. RESOLUTION 2024-XX – AUTHORIZING A CONTRACT WITH INFOR (US), INC. FOR THE RENEWAL OF SOFTWARE AS A SERVICE (SAAS) SUPPORT SERVICES

Erin W. Delffs, Chief Financial Officer presented following resolutions, and the Committee recommended they be placed on the consent agenda of the COTA Board of Trustees.

- O. RESOLUTION 2024-XX – AUTHORIZING A CONTRACT WITH TRILLIUM TRANSPORTATION FUELS, LLC TO PROVIDE RENEWABLE NATURAL GAS FOR THE COMPRESSED NATURAL GAS (CNG) BUS FLEET
- P. RESOLUTION 2024-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH MEEDER PUBLIC FUNDS, INC. FOR INVESTMENT ADVISORY SERVICES
- Q. RESOLUTION 2024-XX – AUTHORIZING THE FILING OF APPLICATIONS WITH THE MID-OHIO REGIONAL PLANNING COMMISSION (MORPC) FOR COLUMBUS URBANIZED AREA (UZA) FEDERAL TRANSIT ADMINISTRATION (FTA) FUNDING FROM THE ENHANCED MOBILITY FOR OLDER ADULTS AND INDIVIDUALS WITH DISABILITIES PROGRAM

There were 17 resolutions presented. All 17 were recommended to be placed on the consent agenda.

**5. STRATEGIC AND OPERATIONAL PLANNING COMMITTEE REPORT – SEAN MENTEL, CHAIR**

Chair Mentel shared that the Strategic and Operational Planning Committee did not meet in November. Chair Mentel shared updates from COTA's Employee Resource Groups.

**6. EXTERNAL STAKEHOLDER RELATIONS COMMITTEE REPORT – JEFF PULLIN, DIRECTOR OF PUBLIC AND MEDIA RELATIONS**

Jeff Pullin, Director of Public and Media Relations reported the External Relations Committee did not meet.

**7. PERFORMANCE MONITORING/AUDIT COMMITTEE REPORT – ERIN W. DELFFS, CHIEF FINANCIAL OFFICER.**

Erin Delffs, Chief Financial Officer reported the Performance Monitoring/Audit Committee did not meet in November.



## 8. OTHER BUSINESS

No other business was presented.

## 9. ADJOURNMENT

Vice Chair Mentel motioned to adjourn the meeting. Trustee Reitter seconded the motion. The motion carried. The meeting was adjourned at 3:36 PM.

**Adopted:** \_\_\_\_\_ December 11, 2024

**Signed:** DocuSigned by:  
*Marlon Moore*  
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**Chair, Governance Committee**

**Attest:** DocuSigned by:  
*Monica Selby-Fowler*  
C690300626B34D2... \_\_\_\_\_  
**President/CEO**