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**MEETING: GOVERNANCE COMMITTEE**

**DATE: THURSDAY, NOVEMBER 9, 2023**

**TIME: 4:00 PM – 5:00 PM**

**LOCATION: COTA MCKINLEY FACILITY – 1600 MCKINLEY AVE., COLUMBUS OH 43222**

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**MEETING MINUTES**

**1. CALL TO ORDER**

Chair Moore called the November 9, 2023 meeting of the Governance Committee to order at 4:02 PM.

**2. ROLL CALL**

**Board Members Present**

Marlon Moore, Chair  
Sean Mentel, Vice Chair  
Julie Colley, Trustee  
Shannon Tolliver, Trustee

**3. APPROVAL OF GOVERNANCE COMMITTEE MINUTES**

Trustee Tolliver motioned to approve the September 7, 2023 Governance Committee Meeting Minutes, Vice Chair Mentel seconded the motion. Motion carries.

**4. NEW BUSINESS**

A LinkUS Presentation was given by Aslyne Rodriguez, COTA Senior Director of Regional Strategic Partnerships. A robust discussion was held and Aslyne addressed questions from the Committee regarding projected affordable housing and Columbus City Schools alignment with LinkUS corridors.

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

Chair Mentel gave an update on the Strategic and Operational Planning Committee which met on November 8, 2023 which included a Draft Budget Update provided by COTA CFO Erin Delffs. A LinkUS Update was also provided by Kim Sharp, COTA Senior Director of Development, which focused on grants COTA is pursuing and an update on the LinkUS transit supportive infrastructure committees.



Chair Mentel also shared that COTA held another successful Operator Hiring event in October and the Veterans Employee Resource Group proudly volunteered on October 31 at the Central Ohio Stand Down event – our region’s largest veterans outreach program.

The Strategic and Operational Planning Committee also presented the following two resolutions before the Governance Committee and recommended they be placed on the November 15 Board of Trustees Consent Agenda.

- A. RESOLUTION 2023-XX – AUTHORIZING A THIRD AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING WITH THE CAPITAL CROSSROADS SPECIAL IMPROVEMENT DISTRICT AND THE MID-OHIO REGIONAL PLANNING COMMISSION FOR THE CONTINUATION OF THE DOWNTOWN C-PASS PROGRAM
- B. RESOLUTION 2023-XX – AUTHORIZING AN AGREEMENT WITH THE CITY OF WESTERVILLE FOR THE CONTINUATION OF THE COTA//PLUS OPERATING ZONE

**6. EXTERNAL STAKEHOLDER RELATIONS COMMITTEE REPORT – SHANNON TOLLIVER, CHAIR**

Chair Tolliver gave an update on the External Stakeholder Relations Committee which met on November 8, 2023. There were two presentations before the committee. The first presentation by Patrick Harris, VP of COTA External Relations, presented a LinkUS Public Awareness update with data showing a significant increase across various social media platforms.

Kelsey Ellingsen, Director, COTA Local Government Affairs and Casey Blazer, External Relations Manager, gave the second presentation which was a Government Affairs update including the news that COTA’s new Franklin County Commission-appointed Board Member is Erika Clark Jones, CEO of ADAMH (Alcohol, Drug, and Mental Health). Kelsey also shared that COTA’s WISE (Women for Inspiration, Strength, and Excellence) Employee Resource Group participated in Columbus City Council’s City Hall’s “Lighting for Breast Cancer awareness”. COTA Operator, Peggy Laud, participated in the ceremony and shared her own breast cancer journey.

On the state government level, Casey shared an overview of the groundbreaking ceremony for COTA’s 24.5 million dollar Mobility Center at Rickenbacker on October 4, 2023. She also shared progress on several grant applications that the anticipated decisions on potential awards will likely be in December of 2023.

**7. PERFORMANCE MONITORING/AUDIT COMMITTEE REPORT – JULIE COLLEY, CHAIR**

Chair Colley provided an update from the November 9, 2023, Performance Monitoring/Audit Committee meeting, which included an update on the unaudited financials, expanded educational pass program with Columbus Promise students at Columbus State Community College and the roll out of COTA as a featured service supported through Magnus Cards, an app to assist the neurodiverse community with daily tasks.



The Performance Monitoring/Audit Committee also presented the following fourteen (14) resolutions before the Governance Committee and recommended they be placed on the November 15 Board of Trustees Consent Agenda.

- A. RESOLUTION 2023-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH CDW GOVERNMENT FOR THE PURCHASE OF NETAPP HARDWARE TO REPLACE END-OF-LIFE INFRASTRUCTURE
- B. RESOLUTION 2023-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH GOVCONNECTION, INC. DBA CONNECTION PUBLIC SECTOR SOLUTIONS FOR THE RENEWAL OF THE MICROSOFT ENTERPRISE AGREEMENT
- C. RESOLUTION 2023-XX – AUTHORIZING A CONTRACT EXTENSION WITH RESOURCE INTERNATIONAL, INC. FOR CONTINUATION OF OWNER’S REPRESENTATIVE AND ESTIMATING SUPPORT SERVICES FOR THE RENOVATION OF THE MCKINLEY AVENUE FACILITY (PHASE 3C)
- D. RESOLUTION 2023-XX – AUTHORIZING A CONTRACT WITH CUMMINS SALES AND SERVICE FOR THE PURCHASE OF MISCELLANEOUS PARTS FOR TRANSIT VEHICLES
- E. RESOLUTION 2023-XX – AUTHORIZING A CONTRACT WITH DECAMIL FOR THE PURCHASE OF REPLACEMENT BRT SHELTERS AND PYLONS
- F. RESOLUTION 2023-XX – AUTHORIZING A CONTRACT WITH GILLIG LLC FOR THE PURCHASE OF MISCELLANEOUS PARTS FOR TRANSIT VEHICLES
- G. RESOLUTION 2023-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH BRASCO INTERNATIONAL FOR THE PURCHASE OF ADDITIONAL PASSENGER SHELTERS
- H. RESOLUTION 2023-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH ENTERPRISE FLEET MANAGEMENT FOR THE REPAIR AND MAINTENANCE OF NON-REVENUE VEHICLES
- I. RESOLUTION 2023-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH DLZ OHIO, INC. FOR ARCHITECTURAL TRANSIT PLANNING AND ENGINEERING SERVICES
- J. RESOLUTION 2023-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH JRED SERVICES, LLC FOR TRASH COLLECTION SERVICES FROM COTA’S TRANSIT STOPS



- K. RESOLUTION 2023-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH MEEDER PUBLIC FUNDS, INC. FOR INVESTMENT ADVISORY SERVICES
- L. RESOLUTION 2023-XX -- AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH TRANSYSTEMS CORPORATION OF OHIO FOR ARCHITECTURAL TRANSIT PLANNING AND ENGINEERING SERVICES
- M. RESOLUTION 2023-XX – AUTHORIZING EXPENDITURES WITH GARTNER FOR PURCHASE OF SUBSCRIPTION-BASED RESEARCH AND ADVISORY SERVICES
- N. RESOLUTION 2023-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

**8. OTHER BUSINESS**


Chair Moore shared that he enjoyed attending the annual COTA Veterans Day Breakfast and Ceremony and encourages board members to attend next year. He also encouraged attendance at the upcoming Rosa Parks Event on December 7, 2023.

**9. ADJOURNMENT**

Upon a motion given by Trustee Colley and seconded by Trustee Tolliver, the meeting ended at 4:56 PM. The next Governance Committee meeting is Thursday, December 7, 2023, at 4:00 PM.

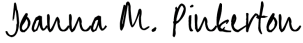
**Adopted:** \_\_\_\_\_ December 7, 2023 \_\_\_\_\_

**Signed:** \_\_\_\_\_

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**Chair, Governance Committee**

**Attest:** \_\_\_\_\_

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**President/CEO**

**GOVERNANCE COMMITTEE MEMBERS**

- Marlon Moore, Chair
- Sean Mentel
- Shannon Tolliver
- Julie Colley