



MEETING: BOARD OF TRUSTEES

DATE: WEDNESDAY, DECEMBER 13, 2023

TIME: 9:00 AM – 10:30 AM

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

MEETING MINUTES

1. CALL TO ORDER

Chair Moore called the December 13, 2023 meeting of the COTA Board of Trustees to order at 9:01 AM.

2. ROLL CALL

Board Members Present

Marlon Moore, Chair
Sean Mentel, Vice Chair
Trudy Bartley, Trustee
Julie Colley, Trustee
Lori Elmore, Trustee (9:06 AM)
Jennifer Gallagher, Trustee
Shannon Tolliver, Trustee
Craig Treneff, Trustee
Kumi Walker, Trustee

Board Members Excused:

Erika Clark Jones, Trustee
Doug McCullough, Trustee
Marc Reitter, Trustee

3. APPROVAL OF BOARD OF TRUSTEES MEETING MINUTES

- A. Trustee Colley motioned to approve the September 20, 2023 Board of Trustees Meeting Minutes. Trustee Tolliver seconded the motion. Motion carries.
- B. Vice Chair Mentel motioned to approve the November 15, 2023 Board of Trustees Meeting Minutes. Trustee Colley seconded the motion. Motion carries.

4. COMMENTS OR STATEMENTS FROM THE AUDIENCE

There were no public comments.



5. PRESIDENT'S REPORT

President Pinkerton reflected on many things Team COTA has accomplished in 2023 including increased ridership, ADA paratransit, and on-demand micro transit trips. She spoke of sustainability accomplishments such as harvesting more than 1.7 million gallons of rainwater for reuse; scrap metal recycling; more than 2,400 preventative repairs performed by our vehicle maintenance team; over 6,200 IT service desk requests answered, and our growing Risk Assessment Specialists responding to more than 140 customer interventions. She also shared that the Risk Assessment Team's approach to customers in crisis is being featured alongside Los Angeles and Philadelphia in a national webinar hosted by the FTA on December 14, 2023.

President Pinkerton highlighted the efforts our teams have put forth to ensure a record year of our expenditures being contracted with DBE vendors; securing over \$20 million of discretionary grants, and applying for an additional \$8 million in just the last 30 days; onboarding 225 new employees; 2,500 purchase orders issued; over 30,000 payroll checks issues; and an industry-leading Paid Family Leave Policy was rolled out in partnership with TWU Local 208.

President Pinkerton also gave an overview of the caring and generosity demonstrated by our staff through several ERG events including a toy drive, a winter coat drive, a blood drive, and hosting gift wrapping for our frontline employees.

Lastly, President Pinkerton shared her gratitude and appreciation for all members of Team COTA as well as the volunteerism and professional dedication shown by our board members, to serve our community.

6. NEW BUSINESS

Chair Moore thanked President Pinkerton for her leadership and expressed appreciation to all of Team COTA for the restoration of service and a successful hiring event.

7. GOVERNANCE COMMITTEE REPORT – MARLON MOORE, CHAIR

The Governance Committee met on Thursday, December 7 and CFO Erin Delffs gave the 2024 Operating Budget Presentation, Committee reports were given, and the resolutions being brought forth today were reviewed.

- A. RESOLUTION 2023-125 – AUTHORIZING APPROPRIATIONS FOR THE EXPENDITURES OF THE CENTRAL OHIO TRANSIT AUTHORITY FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2024

Trustee Tolliver motioned to approve Resolution 2023-125. Vice Chair Mentel seconded the motion. Motion carries and Resolution is approved.



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

Chair Mentel shared with the Board that the Strategic and Operational Planning Committee did not meet in December.

9. EXTERNAL STAKEHOLDER RELATIONS COMMITTEE REPORT – SHANNON TOLLIVER, CHAIR

Chair Tolliver shared with the Board that the External Stakeholder Relations Committee did not meet in December.

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

Chair Colley reported that the Performance Monitoring/Audit Committee met on December 7, 2023. COTA Chief Financial Officer, Erin Delffs, provided the financial update through October 2023 which highlighted areas such as:

- Ridership
- Sales Tax
- Revenue
- Expenses

Nine (9) resolutions were presented to the Committee for discussion and consideration and are being presented to the full board today on the Consent Agenda.

11. OTHER BUSINESS

No Other Business was presented.

12. CONSENT AGENDA

Chair Moore asked for a motion to approve the Consent Agenda. Vice Chair Mentel motioned, and Trustee Colley seconded. Motion carried to approve the following resolutions:

- A. RESOLUTION 2023-126 – AUTHORIZING A CONTRACT WITH PORTS PETROLEUM COMPANY, INC. FOR THE PURCHASE OF ULTRA-LOW SULFUR DIESEL FUEL FOR TRANSIT COACHES
- B. RESOLUTION 2023-127 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH DEVELOPMENT DIMENSIONS INTERNATIONAL, INC. FOR THE TWO (2) YEAR FOUNDATIONS SUBSCRIPTION
- C. RESOLUTION 2023-128 – AUTHORIZING EXPENDITURES FOR THE CONTRACT WITH T-MOBILE USA, INC. FOR CELLULAR AND CUSTOMER WI-FI SERVICES



- D. RESOLUTION 2023-129 – AUTHORIZING EXPENDITURES WITH TRAPEZE SOFTWARE GROUP FOR THE ITS SOFTWARE SYSTEM MAINTENANCE AGREEMENTS
- E. RESOLUTION 2023-130 – AUTHORIZING EXPENDITURES WITH VONTAS FOR THE ITS SOFTWARE AND HARDWARE SYSTEM MAINTENANCE AGREEMENTS
- F. RESOLUTION 2023-131 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH TRANSDEV SERVICES, INC. FOR TRANSPORTATION SERVICES FOR SENIORS AND INDIVIDUALS WITH DISABILITIES
- G. RESOLUTION 2023-132 – AUTHORIZING A CONTRACT WITH THE AUDITOR, STATE OF OHIO FOR AUDIT SERVICES
- H. RESOLUTION 2023-133 – AUTHORIZING AN AMENDMENT TO RESOLUTION 2022-139 TO REVISE APPROPRIATIONS FOR THE EXPENDITURES OF THE CENTRAL OHIO TRANSIT AUTHORITY FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2023
- I. RESOLUTION 2023-134 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH HDR ENGINEERING, INC. FOR ARCHITECTURAL TRANSIT PLANNING AND ENGINEERING SERVICES

13. EXECUTIVE SESSION FOR THE FOLLOWING PURPOSES: ORC 121.22(G)(4) PREPARING FOR, CONDUCTING, OR REVIEWING NEGOTIATIONS OR BARGAINING SESSIONS WITH PUBLIC EMPLOYEES CONCERNING THEIR COMPENSATION OR OTHER TERMS AND CONDITIONS OF THEIR EMPLOYMENT

Trustee Colley made a motion to enter Executive Session for the purposes described above and Vice Chair Mentel seconded the motion. The board voted unanimously via roll call vote to enter Executive Session at 9:27 AM.

Executive Session ended at 10:34 AM.

14. MEETING SCHEDULE – JANUARY 2024

- STRATEGIC & OPERATIONAL PLANNING COMMITTEE – TUESDAY, JANUARY 9 | 10:00 AM
- EXTERNAL STAKEHOLDER RELATIONS COMMITTEE – TUESDAY, JANUARY 9 | 3:00 PM
- PERFORMANCE MONITORING/AUDIT COMMITTEE – THURSDAY, JANUARY 11 | 2:00 PM
- GOVERNANCE COMMITTEE – THURSDAY, JANUARY 11 | 4:00 PM
- BOARD OF TRUSTEES – WEDNESDAY, JANUARY 31 | 9:00 AM



15. ADJOURNMENT

Vice Chair Mentel motioned to adjourn the meeting, Trustee Elmore seconded the motion and the meeting adjourned at 10:35 AM.

Adopted: _____ January 31, 2024 _____

Signed: _____
DocuSigned by:
Marlon Moore
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Chair, Board of Trustees

Attest: _____
DocuSigned by:
Joanna M. Pinkerton
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President/CEO