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**MEETING: COTA BOARD OF TRUSTEES**

**DATE: WEDNESDAY, MARCH 31, 2021**

**TIME: 8:30 AM**

**LOCATION: VIA WEBEX**

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**MEETING MINUTES**

**1. CALL TO ORDER**

Chair Treneff called the March 31, 2021 Meeting of the Board of Trustees to order at 8:34 AM.

**2. ROLL CALL**

**Board Members Present**

Craig Treneff, Chair  
Marlon Moore, Vice Chair  
Cathy DeRosa  
Steven Gladman  
Thomas Grote  
Amy Landino  
Julie Sloat  
Kumi Walker

**Board Members Absent**

Trudy Bartley  
Jennifer Gallagher  
Timothy Skinner

**3. APPROVAL OF BOARD OF TRUSTEES MEETING MINUTES**

Trustee Gladman motioned to approve the January 6, 2021 Special Board of Trustees Meeting Minutes. Trustee Grote seconded the motion. Motion carries.

Trustee Gladman motioned to approve the January 27, 2021 Board of Trustees Meeting Minutes. Trustee Grote seconded the motion. Motion carries.

Trustee Landino motioned to approve the February 24, 2021 Special Board of Trustees Meeting Minutes. Trustee Gladman seconded the motion. Motion carries.

**4. COMMENTS OR STATEMENTS FROM THE PUBLIC**

Mr. Walter Hardy, member of the public, made comments in relation to COTA's website, the fare management expansion project, and ERP system upgrade.





**5. PRESIDENT'S REMARKS**

Joanna M. Pinkerton, President/CEO of COTA, stated that this month, COTA was proud to share the 2020 Annual Report with the community. It highlighted the extraordinary accomplishments of Team COTA members during the past challenging year. COTA still provided 10.3 million trips in 2020, highlighting the need for mobility of our community. President Pinkerton noted that while the board agenda may be short, the committee reports reflect the strategic work going on behind the scenes. She also introduced Monica Jones to the Board of Trustees as COTA's first Chief Equity Officer.

**6. GOVERNANCE COMMITTEE REPORT – CRAIG TRENEFF, CHAIR**

Chair Treneff stated that the Governance Committee met on Wednesday, March 24. At the meeting, members heard committee reports from the committee chairs, as well as reviewed the resolutions being brought forth today.

**RESOLUTION 2021-19 –AUTHORIZING AN EXTENSION OF THE EMPLOYMENT AGREEMENT WITH EMILLE WILLIAMS**

The resolution before the Board this morning authorizes the President/CEO to enter into an extension of the employment agreement with Emille Williams, COTA's Deputy CEO. The employment agreement with Emille is also for five years, matching the term length of President Pinkerton.

Trustee Landino motioned to approve Resolution 2021-19 - Authorizing an Extension of the Employment Agreement with Emille Williams. Trustee Walker seconded the motion. Motion carries.

**7. STRATEGIC AND OPERATIONAL PLANNING COMMITTEE REPORT – MARLON MOORE, CHAIR**

Vice Chair Moore stated that the Strategic and Operational Planning Committee met on Wednesday, March 10 and had one presentation. Kim Sharp, Senior Director of Development, gave an update on the LinkUS Corridors Initiative. The East-West Corridor and Northwest Corridor are both under design phases. The East-West Corridor is slated to be submitted to the FTA in 2021, and the Northwest Corridor will be submitted in 2022.

**8. EXTERNAL/STAKEHOLDER RELATIONS COMMITTEE REPORT - AMY LANDINO, CHAIR**

Trustee Landino stated that the External Relations Committee met on Tuesday, March 16. There were a total of five presentations. The first was from Jeff Pullin, Public Relations Manager, on Traditional Media Metrics. COTA enjoyed an 82% increase in news coverage from 2019-2020, including significant national media coverage. Elle Paige-Sack, Marketing Consultant, presented on Earned and Paid Media Metrics, highlighting the various ways the COTA is now communicating with customers. Kim Sharp, Senior Director, Development, presented on the Columbus City School partnership, which allows 8,000 8-12<sup>th</sup> grade students to have access to COTA's transit system





until August 25, 2021. This is provided as a supplement to the CCS transportation service. Aslyne Rodriguez, Director of Government Affairs, also gave a high-level update on what is happening at the local, state, and federal levels. Lastly, Dr. Alexis Yamokoski, Chief Marketing & Experience Officer, gave a presentation on COTA's Brand Health. She highlighted the significant customer and community research conducted last year, and how that will continue into 2021.

#### **9. PERFORMANCE MONITORING/AUDIT COMMITTEE REPORT – KUMI WALKER, CHAIR**

Trustee Walker stated that the Performance Monitoring/Audit Committee met earlier that day. Angel Mumma, Chief Financial Officer, provided a financial update through February. COTA is receiving an additional \$51.6 million in 2021 CARES Act funding, bringing total funding from the federal government to over \$101 million to cover operating expenses. Operating expenses are about 2.5% below budget and with the combination of more revenue than planned and less expenses, our net operating position increased \$52 million in February. The committee also reviewed in detail the resolutions that are before the Board and recommended they all be placed on the Consent agenda.

#### **10. CONSENT AGENDA**

Trustee Landino motioned to approve the below resolutions on the Consent Agenda. Vice Chair Moore seconded the motion. Motion carries.

- RESOLUTION 2021-20 – APPROVING THE REVISED LEVEL OF COMPENSATION PAYOUT FOR THE 2020 PIC PROGRAM
- RESOLUTION 2021-21 – AUTHORIZING AN AMENDMENT TO RESOLUTION NO. 2020-111 TO REVISE APPROPRIATIONS FOR THE EXPENDITURES OF THE CENTRAL OHIO TRANSIT AUTHORITY FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2021
- RESOLUTION 2021-22 – AUTHORIZING THE FILING OF APPLICATIONS WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR GRANTS FOR STATE FISCAL YEAR 2022
- RESOLUTION 2021-23 – AUTHORIZING THE DESIGNATION OF SELF-INSURANCE AND CAPITAL GRANT MATCHING FUNDS
- RESOLUTION 2021-24 – AUTHORIZING ADDITIONAL EXPENDITURES FOR FINDLEY, INC. FOR EMPLOYEE MEDICAL BENEFIT CONSULTING SERVICES
- RESOLUTION 2021-25 – AUTHORIZING A CONTRACT WITH MEEDER PUBLIC FUNDS FOR INVESTMENT ADVISORY SERVICES
- RESOLUTION 2021-26 – AUTHORIZING ADDITIONAL EXPENDITURES WITH THE SPARK CREATIVE FOR THE RENEWAL OF STRATEGIC PLAN AND EXECUTION SUPPORT SERVICES





- RESOLUTION 2021-27 – AUTHORIZING A CONTRACT WITH CDW GOVERNMENT LLC FOR THE PURCHASE OF SPLUNK 200GB ENTERPRISE TERM LICENSES
- RESOLUTION 2021-28 - AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH KELLY SERVICES FOR TEMPORARY PERSONNEL SERVICES
- RESOLUTION 2021-29 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH ACLOCHE LLC FOR TEMPORARY PERSONNEL SERVICES
- RESOLUTION 2021-30 – AUTHORIZING A CONTRACT WITH INGENESIS, INC. FOR TEMPORARY PERSONNEL SERVICES
- RESOLUTION 2021-31 – AUTHORIZING A CONTRACT WITH SAFETY-KLEEN SYSTEMS, INC. FOR THE SERVICING OF PARTS CLEANING TANKS
- RESOLUTION 2021-32 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH JRED SERVICES, LLC FOR COTA TRANSIT PASSENGER SHELTER CLEANING SERVICES
- RESOLUTION 2021-33 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH JRED SERVICES, LLC FOR COTA BRT TRANSIT PASSENGER SHELTER CLEANING SERVICES
- RESOLUTION 2021-34 – AUTHORIZING A CONTRACT WITH QUALAWASH HOLDINGS, LLC FOR THE REMOVAL AND DISPOSAL OF SLUDGE AND WATER FROM COTA PREMISES
- RESOLUTION 2021-35 – AUTHORIZING A CONTRACT WITH NEW FLYER OF AMERICA FOR THE PURCHASE OF SPECIALIZED TOOLS REQUIRED FOR SERVICES ON NEW FLYER EXCELSIOR TRANSIT VEHICLES
- RESOLUTION 2021-36 – AUTHORIZING A CONTRACT WITH GILLIG, LLC FOR THE PURCHASE OF MISCELLANEOUS PARTS FOR TRANSIT VEHICLES
- RESOLUTION 2021-37 – AUTHORIZING A CONTRACT WITH CBM US INC FOR THE PURCHASE OF MISCELLANEOUS CUMMINS PARTS FOR TRANSIT COACHES
- RESOLUTION 2021-38 – AUTHORIZING A CONTRACT WITH KIRKS AUTOMOTIVE, INC. FOR THE PURCHASE OF MISCELLANEOUS CUMMINS PARTS FOR TRANSIT VEHICLES
- RESOLUTION 2021-39 – AUTHORIZING A CONTRACT WITH CUMMINS SALES AND SERVICE FOR THE PURCHASE OF MISCELLANEOUS CUMMINS PARTS FOR TRANSIT COACHES





- RESOLUTION 2021-40 – AUTHORIZING A CAPITAL LEASE AGREEMENT WITH ENTERPRISE FLEET MANAGEMENT INC. FOR NON-REVENUE VEHICLES
- RESOLUTION 2021-41 – AUTHORIZING A CONTRACT WITH GRAYLINE GROUP RESEARCH FOR EXECUTION OF PUBLIC TRANSPORTATION COVID-19 RESEARCH DEMONSTRATION RESEARCH GRANT PROGRAM
- RESOLUTION 2021-42 – AUTHORIZING A CONTRACT WITH TURING RESEARCH FOR THE EXECUTION OF THE PUBLIC TRANSPORTATION COVID-19 RESEARCH DEMONSTRATION GRANT PROGRAM

## 11. OTHER BUSINESS

Chair Treneff stated that today marks the last Board of Trustees Meeting for two of COTA's Board Members – Cathy De Rosa and Thomas Grote.

### **RESOLUTION 2021-43 – COMMENDING CATHY DE ROSA**

Chair Treneff read the resolution aloud and thanked Trustee DeRosa for her service. Trustee Walker thanked her for her service and commitment to fairness. Vice Chair Moore commended her for her leadership and her pleasant nature.

Trustee Walker motioned to approve Resolution 2021-43 – Commending Cathy De Rosa. Trustee Landino seconded the motion. Motion carries.

Trustee DeRosa stated that it has been a pleasure to serve on the COTA Board of Trustees as it has been a transformative experience.

### **RESOLUTION 2021-44 – COMMENDING THOMAS GROTE**

Chair Treneff read the resolution aloud and thanked Trustee Grote for his service and his commitment to equity, diversity, and inclusion. Vice Chair Moore thanked Trustee Grote for his work and dedication to the Strategic and Operational Planning Committee.

Vice Chair Moore motioned to approve Resolution 2021-44 Commending - Thomas Grote. Trustee Ladino seconded the motion. Motion carries.

Trustee Grote stated that it has been an honor working on the COTA Board of Trustees and stated it has been the most talented board that he has served on. He encourages that the vision of Moving Every Life Forward stays front and center throughout the organization.





**12. MEETING CALENDAR**

Chair Treneff stated that there are no official meetings during the month of April. Committees will resume once again in the month of May, with the additions of the new appointments to the COTA Board of Trustees.

- STRATEGIC AND OPERATIONAL PLANNING COMMITTEE – WEDNESDAY, MAY 5 | 9:00 AM
- EXTERNAL STAKEHOLDER RELATIONS COMMITTEE – TUESDAY, MAY 11 | 3:00 PM
- PERFORMANCE MONITORING/AUDIT COMMITTEE – WEDNESDAY, MAY 19 | 1:30 PM
- GOVERNANCE COMMITTEE – WEDNESDAY, MAY 19 | 3:00 PM
- BOARD OF TRUSTEES – WEDNESDAY, MAY 26 | 8:30 AM

**13. ADJOURNMENT**

Trustee Landino motioned to adjourn the March 31, 2021 COTA Board of Trustees Meeting. Vice Chair Moore seconded the motion. The meeting adjourned at 9:20 AM.

**Adopted:** \_\_\_\_\_ **May 26, 2021**

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

DocuSigned by:  
*Craig P. Treneff*  
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**Chair, Board of Trustees**

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

DocuSigned by:  
*Joanna M. Pinkerton*  
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**President/CEO**

