

METRO RTA

Board Of Trustees

PRESIDENT: MR. MARK DERRIG
VICE PRESIDENT: MS. DANA LAGARDE



JUNE 25, 2024
9:00AM

**METRO RTA
MONTHLY BOARD MEETING AGENDA
ROBERT K. PFAFF TRANSIT CENTER BOARD ROOM
TUESDAY, JUNE 25, 2024
9:00AM**

ITEM 1: CALL TO ORDER

ITEM 2: SWEARING IN OF NEW BOARD TRUSTEE | Dawn Distler

- Nicole Squire Representative of Cuyahoga Falls. Appointed by Mayor, Don Walters.

ITEM 3: AUDIENCE PARTICIPATION

Any individual or representative of a group may take two (2) minutes to address the Board on any topic on the agenda. Anyone desiring more time than provided herein, shall notify the Secretary-Treasurer by the Tuesday preceding the Board meeting so that he/she may be placed on the Agenda for a maximum of five (5) minutes. METRO's Board Meetings are held the last Tuesday of the month as stated within Resolution 2016-28, unless otherwise noted.

ITEM 4: RECOGNITION | Jay Hunter

- Lisa Ritter: 20 years of service, Customer Care

ITEM 5: BOARD MINUTES

*Approval of Board Meeting Minutes from the May meeting (Pages 5-9).

ITEM 6: COMMITTEE REPORTS & RESOLUTIONS

Customer Experience & Service Performance Committee

(Maintenance/Operations/Mobility Solutions)

Chair: John Valle

Reporting: Chuck Rector

*Resolution 2024-11: A resolution authorizing a one year extension of the maintenance and support agreement for the demand response scheduling software through Ecolane USA. (Page 4)

Internal & External Engagement Committee

(Employee Engagement Center / Customer Care / PR & Marketing)

Chair: Chuck Rector

Safety, Equity & Planning Committee

(Planning / Community Impact / Safety & Security)

Chair: Robert DeJournett

*Resolution 2024-12: A resolution authorizing a one year renewal of Downtown Akron Partnership (DAP) contract. (Page 5)

Finance & Technology Committee

(Finance / Technology)

Chair: Robert Konstand

ITEM 7: OTHER BUSINESS | Dawn Distler

In remembrance of Operator Samuel Risby, 24 years of service (9/2/1954 – 6/2/2024)

ITEM 8: OFFICER'S REPORTS

- Board President
- Chief Executive Officer

ITEM 9: CALL FOR ADJOURNMENT

*Denotes items that need Board approval

Next Scheduled Meeting – July 30

**COMMITTEE ASSIGNMENT:
CEASPC**

RESOLUTION 2024-11

A resolution authorizing a one year extension of the maintenance and support agreement for the demand response scheduling software through Ecolane USA.

WHEREAS, METRO has a contract for maintenance and support services with Ecolane that currently requires renewal on an annual basis,

WHEREAS, METRO would like to purchase an additional one (1) year agreement for software maintenance and support,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of METRO Regional Transit Authority that:

1. The purchase of support and maintenance services from Ecolane USA in the amount of \$134,143 for one year, maintaining the 2023 contract pricing
2. The Chief Executive Officer/Secretary-Treasurer is authorized to execute said purchase.
3. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

DATE ADOPTED: June 25th, 2024

**MARK DERRIG,
PRESIDENT**

**DAWN DISTLER,
CHIEF EXECUTIVE OFFICER/
SECRETARY-TREASURER**

**COMMITTEE ASSIGNMENT:
SAFETY, EQUITY & PLANNING**

RESOLUTION 2024-12

A resolution authorizing a contract between the Downtown Akron Partnership (DAP) and METRO for the cleaning, provision of safety patrols, and other services along Main Street and the Robert K. Pfaff (RKP) Transit Center.

WHEREAS, METRO is a member of the Downtown Akron Partnership; and

WHEREAS, this partnership includes METRO participating with DAP in costs incurred by DAP to perform bus stop cleaning and beautification; power washing; graffiti removal; escorts of METRO customers; safety tours; safety ride checks; cleaning of the area along Main Street and the RKP Transit Center; and for providing safety patrols, snow removal, and various initiatives.

WHEREAS, the term of this contract will be for 12 months, July 1st, 2024 to June 30, 2025.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the METRO Regional Transit Authority, that:

1. A contract will be awarded to Downtown Akron Partnership in the amount not to exceed \$133,000.
2. The Chief Executive Officer/Secretary-Treasurer is authorized to execute all documents related to this resolution.
3. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

DATE ADOPTED: June 25th, 2024

**MARK DERRIG,
PRESIDENT**

**DAWN DISTLER,
CHIEF EXECUTIVE OFFICER/
SECRETARY-TREASURER**

**METRO RTA
ANNUAL & MONTHLY BOARD MEETING MINUTES
ROBERT K. PFAFF TRANSIT CENTER BOARD ROOM
TUESDAY, MAY 28, 2024 9:00 AM**

Trustees Present: Dana LaGarde, Renee Greene, Gary Spring, John Valle
Robert DeJournett, Christine Marshall, Chuck Rector
and Robert Konstand

Trustees Excused: Mark Derrig

Trustees Absent: Donald Christian and David Prentice

METRO Team

Members Present: Dawn Distler, Lauren Zidones, Gert Wilms, Jarrod Hampshire,
Angela Neeley, Tatia Harris, Shawn Metcalf, Molly Becker,
Eric Scott, Laura Adkins, Grace Doyle, Nathan Leppo, Bambi Miller
DeHavilland, Jamie Saylor

Guests Present: Apostlett Prophetess

CALL TO ORDER

Ms. Dana LaGarde called the meeting to order at 9:00 am.

AUDIENCE PARTICIPATION

Ms. Apostlett Prophetess spoke for 5 minutes.

RECOGNITION

BOARD MINUTES

Mr. Chuck Rector made a motion to approve the minutes from the April meeting.
The minutes were unanimously approved.

COMMITTEE REPORTS & RESOLUTIONS

CUSTOMER EXPERIENCE & SERVICE PERFORMANCE COMMITTEE REPORT

Chair: John Valle

The Committee met on May 16th and KPIs were reviewed. There are two resolutions recommended by the committee.

RESOLUTION 2024-08 A resolution authorizing the award of a contract for Procurement and Installation of Two (2) Compressed Natural Gas Compressors.

The resolution was discussed.

Mr. John Valle made a motion to approve the resolution. All present voted “aye”.
The resolution was approved.

RESOLUTION 2024-09: A resolution authorizing the second of three Guaranteed Maximum Price contracts for the construction of the Maintenance and Operations Facility.

The resolution was discussed.

Mr. John Valle made a motion to approve the resolution. All present voted “aye”.
The resolution was approved.

INTERNAL & EXTERNAL ENGAGEMENT COMMITTEE REPORT

Chair: Chuck Rector

The Committee met on May 16th and KPIs were reviewed. There were no resolutions recommended by the committee.

SAFETY, EQUITY & PLANNING COMMITTEE REPORT

Chair: Dana LaGarde

The Committee met on May 16th and KPIs were reviewed. There were no resolutions recommended by the committee.

FINANCE & TECHNOLOGY COMMITTEE REPORT

Chair: Robert Konstand

The Committee met on May 16th and KPIs were reviewed. There was one resolution recommended by the committee.

RESOLUTION 2024-10: A resolution authorizing a credit card for the Legal and Government Affairs Officer.

The resolution was discussed.

Mr. Robert Konstand made a motion to approve the resolution. All present voted “aye”. The resolution was approved

OTHER BUSINESS

Mr. Robert Konstand reminded the Board Members to complete the Fraud Risk Assessment Questionnaire with the State of Ohio Auditors.

Teamster Collective Bargaining Agreement:

Mr. Robert DeJournett made a motion to accept Teamster’s Collective Bargaining Agreement. Mr. Gary Spring voted “nay” due to unresolved issues regarding spouse health care insurance and understanding the sales tax adjustment.

The remainder present voted “aye”. The motion was approved, 7 - 1

OFFICERS’ REPORTS

Board President:

Mr. Robert DeJournett will become the chair for Safety, Equity & Planning Committee.

Mr. Donald Christian will become the chair for Governance Committee.

Mr. Robert DeJournett was impressed with the young planners at the APTA Conference and BRT visit in Vancouver. Our goal is to be the best mid-size transit system across the country. Mr. Robert DeJournett encourages Board Members to attend the conferences.

Ms. Renee Greene invited team members to attend Firestone High School and discussed what goes on at METRO RTA. The take away was our youth have no idea what we do. Right now is a good time to re-engage with youth as riders or professionals. Ms. Renee Greene encourage the youth to attend the June Career Fair.

Chief Executive Officer:

Ms. Dawn Distler expressed gratitude to the Board for accepting the Teamster’s Agreement. Molly and Tatia were commended for getting the acting FTA Administrator to be a guest speaker on the Podcast. That really shows how METRO is being looked at on a national level. Special thanks to Tatia for all the hard work on the Rail project. The ridership continues to grow. Thank you to the entire team on the redesign. We will be reaching out again to the community next month for feedback. The Maintenance and Operation facility continues to move forward. Ms. Dawn Distler reiterated the organization’s open door policy. Team members do stop by and share their excitement of being part of the METRO team. Nicole Squire, the new Board Member representing the city of Cuyahoga Falls will be at the next board meeting. Leslie Rashid was introduced as the new Administrative Coordinator and Board Liaison. Appreciation extended to Jodi Barnard for the hard work and smooth transition.

EXECUTIVE SESSION

ADJOURNMENT

Meeting adjourned at 9:33 am.

CERTIFICATE OF COMPLIANCE

Pursuant to Section III, Article 3.2 of the Rules & Regulations of the METRO Regional Transit Authority, METRO has complied with the Notice and Notification to the public and news media.

DATE APPROVED: June 25th

**MARK DERRIG,
PRESIDENT**

**DAWN S. DISTLER,
CHIEF EXECUTIVE OFFICER/
SECRETARY-TREASURER**