

**Board of Directors – Executive Committee – via Zoom  
January 13, 2021 at 4:30 p.m.  
Meeting Minutes**

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Draft Minutes of the Executive Committee Meeting of Wednesday, January 13, 2021 at 4:30 p.m. via Zoom

Attendee Link: <https://us02web.zoom.us/j/89905019291?pwd=RldydFc5L1ZYSktUd0pLM1pWZjlhUT09>

By phone: +1-646-558-8656 Webinar ID: 899 0501 9291 Passcode: 415996

**Committee Members Present:**

Belinda Ray, President  
Hope Cahan, Vice President  
Paul Bradbury, Treasurer  
John Thompson, Secretary

**Staff and Guests:**

Greg Jordan, Executive Director  
Ellen Sanborn, Finance Director  
Lauren Shaw, Executive Assistant

**Non-Committee Members Present**

None

**Public:**

None

**1. With a quorum in place, the meeting was called to order at 4:36 p.m. by Belinda Ray, President.**

**2. Public comment**

No members of the public were present.

**3. Meeting Minutes of December 9, 2020**

John Thompson moved, seconded by Hope Cahan, to accept the minutes of the December 9, 2020 Executive Committee meeting as written. A roll call vote was taken by Belinda Ray. With approval by John Thompson, Paul Bradbury, Hope Cahan, and Belinda Ray, **the motion passed unanimously by all those present.**

**4. Amendment to Pass Program with USM**

With fares being suspended and rear-door boarding implemented in March 2020, all billings to pass partners were suspended until fare revenue collection resumed. USM has asked that the minimum revenue portion of the agreement be suspended through the agreement's end in August 2021. CARES Act funding will sustain Metro through this. In the amendment, Metro removed the provision in the base agreement to hold USM harmless for any fare increase through 2021 and added the DiriGo TouchPass partners to the scope of the agreement. Minimum revenue agreement will be reinstated when a new agreement goes into effect. However, when USM sent back the signed amendment, they had removed the duration terminology, so Committee approval will not be requested until this has been resolved.

**5. Report on FTA Triennial Review**

Greg Jordan gave background on the FTA Triennial review, which covers 21 program areas. No findings were indicated in 15 of the 21 areas, but 13 findings were indicated in the remaining six areas, all of which have been addressed/corrected and submitted to the FTA (as detailed in Attachment A). A detailed review of each finding and how it was addressed, followed.

Paul Bradbury moved, seconded by Hope Cahan, to forward this item to the Board with a recommendation for approval. A roll call vote was taken by Belinda Ray. With approval by Hope Cahan, Paul Bradbury, John Thompson, and Belinda Ray, **the motion passed unanimously by all those present.**

## 6. PACTS Initiatives and Reforms

Greg reviewed the current PACTS Initiatives and Reforms.

- Long Range Transit Plan – Transit Tomorrow: CARES Act funding has been approved for Transit Together study and plan and a Feasibility Study/Alternatives to Embrace Rapid Transit. PACTS will present to the Metro Board January 28<sup>th</sup>.
- Updates on 13 other CARES Act funded projects and studies.
- Metro receiving two new buses in March with UV lighting. This feature will be evaluated to determine if it would be beneficial on other buses and possibilities for funding discussed.
- PACTS Committee Restructuring
- Current and Revised Funding Procedures – strategy-driven and aligned with regional goals.
- Review of graph of the Current SYCOP (Six-Year Capital Outlay Program) overlaid on new funding framework.

## 7. Discussion of Process of Election of Officers and Committee Assignments

This process begins with nominations for officers. Customary officer succession (VP moves to the President's seat) and then other names are submitted for other seats, keeping in mind geographic equity, and willingness and ability to serve in an officer or committee chair position.

Pious Ali is Kim Cook's replacement. All other board members remain the same. Will need nominations for a slate for the next meeting (Belinda to do). All on Executive Committee are willing to serve again if asked. The new president will make committee assignments. Hope Cahan asked that an email be sent out to all board members with the expected committee dates for the year and a description of each committee.

## 8. Future Agenda Items: none added at this meeting

- Election of Officers and Committee Assignments (Board Jan. 2021)
- PACTS Initiatives and Reforms (Jan. 2021)
- Strategic Planning "Metro 2025" (2021)

## 9. Upcoming Meetings

- Board of Directors – January 29, 2021 – 4:00 p.m.
- Ridership Committee – January 21, 2021 – 4:00 p.m.
- Finance Committee – February 3, 2021 – 4:00 p.m.
- Executive Committee – February 10, 2021 - 4:30 p.m.

## 10. Adjournment

Hope Cahan moved to adjourn, seconded by John Thomson. A roll call vote was taken by Belinda Ray. With approval by Hope Cahan, John Thomson, Paul Bradbury, and Belinda Ray, **the motion passed unanimously by all those present, and the meeting adjourned at 5:38 p.m.**