



MEETING: COTA BOARD OF TRUSTEES
DATE: WEDNESDAY, JANUARY 26, 2022
TIME: 9:00 AM – 10:30 AM
LOCATION: COTA MCKINLEY FACILITY – ROOMS 1034/1035

MEETING MINUTES

1. CALL TO ORDER

Chair Treneff called the January 26, 2022 Meeting of the COTA Board of Trustees to order at 9:05 AM.

2. ROLL CALL

Board Members Present

Craig Treneff, Chair
Marlon Moore, Vice Chair
Jennifer Gallagher
Doug McCollough
Sean Mentel
Kumi Walker
Amy Landino
Trudy Bartley

Board Members Absent

Steve Gladman
Julie Colley
Julie Sloat
Timothy Skinner

3. APPROVAL OF BOARD OF TRUSTEES MEETING MINUTES

Trustee Landino motioned to approve the December 15, 2021 Board of Trustees Meeting Minutes. Trustee Walker seconded the motion. Motion carries.

4. COMMENTS OR STATEMENTS FROM THE PUBLIC

Mr. Walter Hardy, member of the public, made comments related to the low-income pilot resolution before the committee. He expressed concerns on the proposed addition of diversity spend as a metric for the PIC program. He also expressed concern on the resolution authorizing a contract renewal with CDW Government.



Mr. Patrick Harris, COTA's AVP of External Relations commended Trustee Chair Landino on her service to COTA as a Board Member for the past seven years.

5. PRESIDENT'S REMARKS

Joanna M. Pinkerton took a few moments to introduce new team members. President Pinkerton noted the PIC program presented today is a celebration of 2021 and the accomplishments of COTA's almost 1,100 employees. President Pinkerton also discussed 2022 initiatives including LinkUS, McKinley Avenue renovation, Rickenbacker Mobility Center and IMI.

6. GOVERNANCE COMMITTEE REPORT – CRAIG TRENEFF, CHAIR

The rescheduled meeting of the Governance Committee is scheduled to take place directly after the Board Meeting.

Chair Treneff addressed COTA's Board Ethics Policy. He noted the COTA team has been working to review policies and procedures to further enhance compliance and streamline processes. As such, the Board of Trustees will be asked to review a new Board Ethics Policy soon, which is anticipated to be brought to the Board in March. He explained that this year members of the Board of Trustees do not need to file a financial disclosure statement with the Ohio Ethics Commission for their position as a COTA Board member.

RESOLUTION 2022-01 - APPROVING THE LEVEL OF COMPENSATION PAYOUT FOR THE 2021 PERFORMANCE INCENTIVE COMPENSATION (PIC) PROGRAM

Sophia Mohr, Chief Innovation & Technology Officer, presented on the 2021 PIC results and the proposed 2022 PIC plan. In 2021, the PIC included seven metrics: strategic plan, safe operations, ridership service level, on time performance, customer experience, reliability and expense measurement. COTA met six out of the seven metrics. Mobility non-represented employees would receive a 3.77% payout. All other non-represented employees would receive a 4.76% payout. Represented employees would receive a 2.85% payout under the terms of the bargaining unit contract. For 2022, the goals for each metric have increase 5-15%. COTA has also added an eighth metric of Diversity Spend with a weight of 5%.

Trustee McCollough motioned to approve Resolution 2022-01 Approving the Level of Compensation Payout for the 2021 Performance Incentive Compensation (PIC) Program. Trustee Bartley seconded the motion. Motion carries.

RESOLUTION 2022-02 - APPROVING THE 2022 PERFORMANCE GOALS FOR COTA'S PERFORMANCE INCENTIVE COMPENSATION (PIC) PROGRAM

Trustee Moore motioned to approved Resolution 2022-02 Approving the 2022 Performance Goals for COTA'S Performance Incentive Compensation (PIC) Program. Trustee McCollough seconded the motion. Motion carries.

7. EXTERNAL/STAKEHOLDER RELATIONS COMMITTEE REPORT – AMY LANDINO, CHAIR

The External Stakeholder Relations Committee met on Tuesday, January 11th. There were three presentations presented to the committee. The first was a LinkUS Engagement Update by Aslyne Rodriguez, Director of Government Affairs. Aslyne updated the committee on COTA's LinkUS community engagement efforts as well as refreshed the committee on the structure of the LinkUS Leadership Coalition. The team is in the midst of meeting with 37 jurisdictions to inform them about LinkUS. The goal here is to have three distinct touches with each jurisdiction and their political and community leaders and to listen and understand their development needs. The second was a presentation on COTA's Workforce Diversity by Monica Jones, Chief Equity Officer. She noted that COTA is 67% male and 33% female. She reminded the committee that the transportation industry as a whole is made up of only 15% women, so COTA is making great strides as it relates to women in COTA's workforce. Monica discussed the demographics for team COTA as it compares to both the city of Columbus and Franklin County as well as within COTA leadership and manager levels and above. She noted that COTA will continue to ensure team members have pathways for development to advance their careers within COTA. This includes career mapping, job shadowing, mentorship and others. The final presentation was from Josh Roth, Economic Development Manager, on COTA's Corporate Engagement Strategy. COTA's goals for corporate engagement are to: understand the workforce mobility needs of employers, strengthen relationships, identify strategic partnerships and support employers and real estate developers in potential expansion efforts. Goals for 2022 include deploying employer and residential pass programs, COTA//Plus for business, engage 10-20 top 50 employers in the region and 50-80 small to midsize firms and real estate developers.

8. PERFORMANCE MONITORING/AUDIT COMMITTEE REPORT – GARTH WEITHMAN, CHIEF OF STAFF

The Performance Monitoring and Audit committee did not meet in January so there was no report.

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

The Strategic and Operational Planning Committee met on January 10th, 2021 and had quorum. Kim Sharp, Senior Director, Development, presented to the committee on LinkUS. Her presentation focused on metrics that have been established by the metropolitan transportation plan as well as the goals and desired outcomes of LinkUS. The next presentation was on the marketing efforts surrounding fare management including staff training, launch day events and others. Vice Chair Moore noted that 80% of the applications downloaded resulted in account creation and 75% of cash loaded to accounts has been used. Vice Chair Moore also discussed the Low-Income Fare Structure pilot program that the Board will vote on today.

10. CONSENT AGENDA

Trustee Moore motioned to approve the following resolutions on the Consent Agenda. Trustee Bartley seconded the motion. Motion carries.

- RESOLUTION 2022-04 – AUTHORIZING A LOW-INCOME FARE STRUCTURE (PILOT)
- RESOLUTION 2022-05 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH AVAAP USA LLC FOR BENEFITS OPTIMIZATION SERVICES
- RESOLUTION 2022-06 – AUTHORIZING A CONTRACT WITH CDW GOVERNMENT, LLC FOR THE RENEWAL AND CO-TERMINATION OF SMARTNET LICENSES
- RESOLUTION 2022-07 – AUTHORIZING A CONTRACT WITH VONTAS FOR THE VEHICLE INTELLIGENCE PROJECT
- RESOLUTION 2022-08 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH CINTAS CORPORATION #2 FOR RENTAL AND LAUNDRY SERVICES FOR APPAREL, GARMENTS, AND FACILITIES SUPPLIES
- RESOLUTION 2022-09 – AUTHORIZING A CONTRACT WITH NEW FLYER OF AMERICA INC. FOR THE PURCHASE OF CHARGING CABINETS AND ELECTRIC DISPENSERS
- RESOLUTION 2022-10 – AUTHORIZING A CONTRACT WITH CHAPMAN ELECTRIC FOR THE INSTALLATION OF ELECTRIC BUS CHARGING INFRASTRUCTURE
- RESOLUTION 2022-11 – AUTHORIZING A CONTRACT WITH GLADIEUX TRADING AND MARKETING COMPANY LP FOR THE PURCHASE OF ULTRA-LOW SULFUR DIESEL FUEL FOR TRANSIT COACHES
- RESOLUTION 2022-12 – AUTHORIZING A CONTRACT WITH PETROLEUM TRADERS COMPANIES, INC. FOR THE PURCHASE AND WEEKEND DELIVERY OF ULTRA-LOW SULFUR DIESEL FUEL FOR TRANSIT COACHES
- RESOLUTION 2022-13 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH WRIGHT EXPRESS FUEL CARD SYSTEM (WEX) FOR THE PURCHASE OF UNLEADED GASOLINE
- RESOLUTION 2022-14 – AUTHORIZING A CONTRACT WITH EITEL’S TOWING, LLC FOR VEHICLE TOWING SERVICES
- RESOLUTION 2022-15 – AUTHORIZING A CONTRACT WITH MCKEE DOOR SALES, INC. FOR ON-CALL REPAIR OF GATE OPERATORS, OVERHEAD DOORS, AND PEDESTRIAN DOORS

- RESOLUTION 2022-16 –AUTHORIZING A CAPITAL LEASE AGREEMENT WITH ENTERPRISE FLEET MANAGEMENT, INC. FOR FIVE (5) 2022 FORD POLICE INTERCEPTOR UTILITY VEHICLES
- RESOLUTION 2022-17 – AUTHORIZING A CAPITAL LEASE AGREEMENT WITH ENTERPRISE FLEET MANAGEMENT, INC. FOR FOUR (4) 2022 FORD ESCAPE SE HYBRID ALL-WHEEL DRIVE VEHICLES
- RESOLUTION 2022-18 –_AUTHORIZING A CAPITAL LEASE AGREEMENT WITH ENTERPRISE FLEET MANAGEMENT, INC. FOR FOUR (4) 2022 FORD F-550 VEHICLES WITH SERVICE BODIES
- RESOLUTION 2022-19 – AUTHORIZING A CAPITAL LEASE AGREEMENT WITH ENTERPRISE FLEET MANAGEMENT, INC. FOR TEN (10) 2022 FORD F-450 ADA APPROVED SHUTTLE BUSES
- RESOLUTION 2022-20 – AUTHORIZING A CONTRACT WITH RICHARD L. BOWEN + ASSOCIATES INC. FOR DESIGN SERVICES FOR THE RICKENBACKER AREA MOBILITY CENTER

11. MEETING CALENDAR

Chair Treneff thanked everyone for their time and announced that the next Board of Trustees Meeting will be held on Wednesday, March 30 at 9:00 AM.

12. ADJOURNMENT

Trustee Walker motioned to adjourn the January 26, 2022 Board of Trustees meeting. Trustee Moore seconded the motion. The meeting adjourned at 10:06 AM.

Adopted: _____ March 30, 2022 _____

Signed: _____
Chair, Board of Trustees

Attest: _____
President/CEO

Prepared by CLB