
Wednesday, February 22, 2023

12:00 p.m.

GoTriangle Board Room

Board members present | Brenda Howerton [arr. 1:23 p.m.], Sig Hutchinson, Vivian Jones, Elaine O'Neal, Michael Parker, Sally Greene, Stelfanie Williams

Board members attending remotely | Corey Branch [arr. 12:20 p.m.], Valerie Jordan [left 12:32 p.m.], Jennifer Robinson

Board members absent | Mary-Ann Baldwin [excused], Michael Fox

Chair Sig Hutchinson officially called the meeting to order at 12:08 p.m. A quorum was present.

I. Adoption of Agenda

Action: On motion by Jones and second by Parker the agenda was adopted, removing the February 1, 2023, special session minutes. Upon vote by roll call, the motion was carried unanimously.

II. Public Comment

No comments.

III. Consent Agenda

Action: A motion was made by Parker and seconded by Greene to approve the consent agenda. Upon vote by roll call, the motion was carried unanimously.

The following consent agenda items were approved:

- January 25, 2025 | Regular Session Minutes.
- Approved the unsealing of the following closed session minutes:
 - March 27, 2019 | Board of Trustees
 - October 23, 2019 | Board of Trustees
 - April 24, 2019 | Board of Trustees Closed Session B
 - May 27, 2020 | Board of Trustees
 - June 24, 2020 | Board of Trustees
- Approved the FY2023 Q3 amendments to the Durham Transit Work Plan and adopted budget ordinance amendment 2023 0001.

The budget ordinance is attached and hereby made a part of these minutes.

IV. General Business Agenda

A. Items Removed from Consent Agenda

None.

B. Updated Orange Transit Plan and Governance Interlocal Agreement

General Counsel Byron Smith reported that this revised ILA has been approved by the Orange County Board of Commissioners as well as the updated Orange Transit Plan. He said staff recommends approval.

Action: A motion was made by Greene and seconded by Jones to approve the Orange Transit Plan, to include the revised financial summary, which incorporates additional funding for the Chapel Hill Transit N-S BRT project, and the Transit Governance Interlocal Agreement between Orange County, DCHC MPO and GoTriangle.

Parker asked if the Orange and Durham Interlocal agreements align. Smith stated the last Durham draft reviewed did align. Eggleston added that the Durham Board of Commissioners is expected to consider updated language to the ILA later this month and should come to the GoTriangle board for approval in March.

Action: Upon vote, the motion was carried unanimously.

C. Title VI Overview

The presentation given by Byron Smith, Sylvester Goodwin and Jennifer Green is attached and hereby made a part of these minutes. Title VI of the Civil Rights Acts of 1964, and as revised, provides a regulatory framework that recipients of federal financial assistance must comply. It protects people from discrimination based on race, color and national origin in programs and activities receiving federal financial assistance.

Branch arrived.

FTA provides guidance and instructions to recipients on compliance. GoTriangle is required to submit a Title VI program update to FTA once every three years [triennially] demonstrating how it complies with Title VI requirements and reports on analyses conducted in the prior three-year period. The Title VI Program is approved by the board and after review, FTA will issue a "concur letter."

A fare equity analysis is a required assessment whenever there is a fare change. The purpose is to determine whether an increase or decrease in fare will have an impact on Title VI protected populations [disparate treatment] or a disproportionate burden on low-income populations. The analysis also looks at mitigations against any impacts. Agencies set their own policies for thresholds used when conducting the analysis and also define "major service change."

An equity analysis for a service change is required for agencies operating more than 50 vehicles during peak service. GoTriangle was running 64 vehicles at full service in 2019 and therefore conducts equity analyses for service changes.

Definitions

- Major service change
 - The addition or elimination of a route,
 - A change in at least 25% of an existing route's pattern, measured in route-miles,
 - The expansion or reduction in the span of service or frequency of service on any route by at least 25%, measured in revenue vehicle hours, or
 - The expansion or reduction in regular days of service on any route.
- Minority – an individual identifying as American Indian and Alaskan Native, Asian, Black or African American, Hispanic or Latino and Native Hawaiian or Other Pacific Islander.
- Low income – persons with household incomes below 150% of the federal poverty level for a regionally average household size.
- Disparate impact – a threshold of 10% shall be used to determine if the effects of a fare change or proposed major service change are borne disproportionately by minority populations.
- Disproportionate burden – a threshold of 10% shall be used to determine if the effects of fare change or proposed major service change are borne disproportionately by low-income populations.

Parker asked how effects are defined for a fare change. Green stated that a variety of methods can be used such as average fare per person and comparing that for low-income and non-low-income individuals. Katharine Eggleston further explained that staff is developing an estimate of the system-wide average fare paid considering discount and GoPasses based on pre-pandemic survey data. The system-wide average fare paid is compared to the average fare paid by minority customers, non-minority customers, low-income customers and non-low-income customers to determine whether the difference meets the thresholds in the policy. Parker requested additional information looking at the relative cost of transit considering the income category of passengers.

Hutchinson asked if GoTriangle is in discussion with the other transit agencies in the region. Eggleston replied that GoRaleigh is in the process of considering the reinstatement of fares for FY2024, but has not made a decision at this time. She said no other agency is considering a return to fares for FY2024, although the decision has not been made in Durham or Cary.

D. Operations & Finance Committee Report

Michael Parker reported that the committee recommended for approval the Durham Transit work plan Q3 amendment on today's consent agenda. The committee also received an update on the Route 310 service change evaluation and a presentation on cybersecurity.

E. Planning & Legislative Committee Report

Vivian Jones shared that the committee received an update on the Regional Fleet and Facilities Study, Durham bus stop optimization study and Wake Bus Plan. There was no action.

F. New Business

None.

V. Other Business**A. President and CEO's Report**

A list of contracts approved by the president and CEO is attached and hereby made a part of these minutes.

Lattuca reported on the following items:

- Participated in a corridor tour by train from Raleigh Union Station to Greensboro, hosted by NCRRT onboard an Amtrak observation car. Spoke with folks from Charlotte about the projects in their plan and how they are funding them.
- Provided an update on commuter rail to Representative Ross.
- Will be attending the APTA Legislative Conference in March and meeting with some of our legislators as well as FRA and FTA staff.
- Spoke at the RTA Annual meeting.
- Have a meeting scheduled with the airport about their future transit needs.
- Held a second meeting with Wake County staff about amending the transit governance ILA.

Parker asked if negotiations about the vehicle rental tax are concluded, when GoTriangle would begin retaining those funds. Lattuca responded FY2024. Freeman added that GoTriangle agreed to a three month notification to Durham and Orange County. Parker asked the total of the additional funds for GoTriangle. Freeman responded \$7-8 million total for the three counties.

1. Operations Update

The monthly report is attached and hereby made a part of these minutes. Vinson Hines offered the following update:

- The transition to the new computer aided dispatch/automatic vehicle location system [CAD/AVL] continues and ridership numbers are not accurate.
- GoTriangle has received 82 bus operator applications in February to date for a total of 300 since the new salary structure was announced in September. GoTriangle now has 60 full time operators with ten in the current class and another ten to start training next month. The next class of service attendants will put GoTriangle fully staffed at that position for the first time in three years. There is a need for one 1 mechanic intern and one diesel mechanic.
- The CRX and DRX routes are on track to be restored to service in March.
- There have been zero incidents where police have been called this year. There were eight in February 2021.
- Attended the North Carolina Transit Workers Association career day event at Mary E. Phillips High school to talk about the career opportunities in transit.

2. Capital Projects Status Report

Katharine Eggleston reported that a cost and schedule projection update for RUS Bus is expected soon. Staff continues to keep FTA updated on the project's progress. The developer has received approval from Raleigh's Appearance Commission for all the design-related requests.

The summary of public outreach for the Greater Triangle Commuter Rail project study will be available next month and the board will receive more details on the project at the special work session on March 29th. The consultant will present information in response to questions raised at the December meeting.

B. General Counsel's Report

Byron Smith stated he would be attending the APTA Legislative Conference in March and the APTA Legal Affairs Conference in April.

C. Chair's Report

Chair Hutchinson asked that the April 19th budget work session have an in-person option. He said there are a number of members unable to attend the April 26th board meeting and it will be rescheduled. He said that travel requests for FY2024 would be postponed until after the budget work session.

D. Board Member Reports

Reports were offered for the CAMPO Executive Board, Regional Transportation Alliance and DCHC MPO Board.

VI. Closed Sessions

Action: A motion was made by Parker and seconded by Jones to enter into closed session at 1:15 p.m. pursuant to NCGS §143-318.11(a)(5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease and NCGS §143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. A motion based on subdivision (a)(3) of this section shall identify the parties in each existing lawsuit concerning which the public body expects to receive advice during the closed session. Upon vote, the motion was carried unanimously.

A. Disposition of Real Property**B. Garvey v. Durham Access et al, 22 CVS 4562 Durham County**

Howerton arrived at the start of the closed session.

Action: The Board returned to open session at 2:14 p.m.

Action: A motion was made by Parker and seconded by Jones to authorize the President/CEO to enter into a contract for the sale of approximately .99 acres located at 324 West Lane Street, Raleigh. Upon vote, the motion was carried unanimously.

VII. Adjournment

Action: Chair Hutchinson adjourned the meeting at 1:42 p.m.



Sig Hutchinson, Chair

Attest:



Michelle C. Dawson, CMC
Clerk to the Board