
Wednesday, October 25, 2023

12:00 p.m.

GoTriangle Board Room

Board members present | Mary-Ann Baldwin, Corey Branch [arr. p.m.], Patrick Hannah, Brenda Howerton, Vivian Jones, Elaine O'Neal, Michael Parker, Sally Greene [arr. p.m.],

Board members attending remotely | Jennifer Robinson [left 1:29 p.m.], Valerie Jordan [left 12:55 p.m.]

Board members absent | Michael Fox, Sig Hutchinson [excused]

Chair Brenda Howerton officially called the meeting to order at 12:02 p.m. A quorum was present.

I. Adoption of Agenda

Action: The agenda was adopted by consensus.

II. Public Comment

Chair Howerton recognized Heather Brutz. Brutz stated she rides the CRX and is concerned about the proposed elimination of stops in downtown and the Eubanks park-and-ride lot.

III. Consent Agenda

Action: A motion was made by Jones and seconded by Baldwin to approve the consent agenda. Upon vote the motion was carried unanimously.

The following consent agenda items were approved:

- September 27, 2023 | Regular Session Minutes.
- September 27, 2023 | Closed Session A Minutes.
- September 27, 2023 | Closed Session B Minutes.
- *Interlocal agreement with CAMPO for Wake Transit program baseline policy development.
- Authorized the President/CEO to award and execute a contract with Browe Construction Company for construction, installation of amenities, and other improvements at seven Durham bus stop locations in the amount of \$758,535, with an additional 10% project contingency to cover the cost of changes related to unforeseen conditions, for a total contract budget of \$834,388.
- Authorized negotiation and execution of a contract for the sale of approximately 1.57 acres generally located at 228 and 232 N. Harrison Avenue in Cary to the Town of Cary.
- *2024 board meeting calendar.

*These documents are attached and hereby made a part of these minutes.

IV. Presentations

A. Regional Rapid Bus Study

Paul Black's presentation is attached and hereby made a part of these minutes.

Black explained with GoTriangle's shift to a longer-term, incremental approach to regional rail, a plan is needed for what the mid- and long-term regional service will be. This study will evaluate improving regional routes and ensuring locals systems and BRTs stay well connected in ways that are complementary to other efforts. GoTriangle provides core service between local providers and regional activity centers and offers peak and local service where no local provider exists or supplements core service as needed, such as route 301 between Cary and Raleigh before GoCary existed.

The existing longer term plans [metropolitan and comprehensive transportation plans] are not specific regarding service type nor provider. Plans such as the county transit and bus plans, GoTriangle's own short range transit plan, the Transportation Improvement Plan and the State Transportation Improvement Plan are short range and have set budgets and funding sources. The recently initiated FAST 2 study will focus on infrastructure and highway infrastructure and its relationship to providing good service to transit. A gap exists between these short and long range plans and connection across boundaries.

Black said that the GoTriangle Strategic Plan is a different plan, with a high-level vision and short time horizon that builds consensus about where the organization is going not a transportation plan. This study will determine which corridors are a good fit for GoTriangle, recommend mid- and long-term service types for each corridor, prioritize corridor investments and inform other regional plans.

V. General Business Agenda

A. Items Removed from Consent Agenda

None.

B. Operations & Finance Committee Report

Michael Parker reported that three items on the consent agenda were recommended by the committee. He said there were several reports with no action required: an update on the Short Range Transit Plan, a new board member orientation, a review of draft scope for the RFP for the financial review and the Bret Martin letter. He stated that the General Counsel would provide an update on that.

C. Planning & Legislative Committee Report

Vivian Jones reported that the Planning & Legislative Committee also received a presentation on the Short Range Transit Plan and also the Triangle Mobility Hub.

D. New Business

1. 2024 Health, Dental, Vision, & Ancillary Benefits Package

Christy Winstead presented the 2024 health benefits package, recommending renewal policies with current providers. She reported that the package represents an \$84,000 decrease in premiums for the next plan year and includes the option of a high deductible health plan with an HAS in addition to the PPO plan currently in place.

Action: A motion was made by Baldwin and seconded by Branch to approve the 2024 Health Benefits Package, awarding renewal policies based on quoted premiums to current providers: BCBS of NC with the addition of a HSA employer-contributing plan, no change for employee-only premiums and 2.5% decrease for dependent coverage; Delta Dental with the addition of adult orthodontia benefit, no change for employee-only premiums and 5% increase for dependent coverage; VSP Vision, no changes; and Hartford, no changes. Upon vote the motion was carried unanimously. Details on the medical and dental renew are attached and hereby made a part of these minutes.

2. **Title VI Program Update and Service & Fare Equity**

Jamila Ormond, director of Equal Opportunity Diversity and inclusion, presented information about GoTriangle's Title VI Program Plan update for FY2021 – 2023 and the service and equity policy. She state that both are required by FTA to be updated every three years and approved by the board.

Title VI Program Plan Regulations

- Document commitment to Title VI with periodic review and updates.
- Notify the public and beneficiaries of services their rights under Title VI.
- Resolve any areas of deficiency to ensure compliance with nondiscrimination requirements.
- Develop complaint procedures and investigate any claims of discrimination.
- Collect and maintain ridership demographics and service profile maps and charts.
- Develop service standards and policies, including:
 - Public Participation Plan outlining GoTriangle's engagement with the public to ensure the public has sufficient access to information.
 - Language Assistance Plan that identifies steps for providing language assistance to persons with limited English proficiency or limited language skills.
 - Service and Fare Equity Analysis Policy to evaluate fare changes and major service changes for discriminatory impacts [required for recipients of federal funds operating 50 or more fixed route vehicles in peak service to a population of 200,000 or greater]. This policy must be approved by the board every three years.

Parker commented that the equity analysis GoTriangle performs seems to be more an equality analysis and encouraged staff over the next cycle make this a true equity analysis, considering the impact to various income or racial groups.

Action: A motion was made by Parker and seconded by Baldwin to approve the updated Title VI Program and Policies and approve the Service and Fare Equity Analysis Policy. Upon vote the motion was carried unanimously.

VI. 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:

- RUS Bus groundbreaking yesterday
- Scheduled meeting on November 1 with Wake County and CAMPO staff regarding the vehicle rental tax issue
- Will provide an overview of GoTriangle's system on November 6 to the Wake County Board of Commissioners Committee on Growth and Sustainability, along with GoRaleigh and CAMPO
- Holding a job fair today for operators
- Noted service awards: Operations - Joe Hutchinson and Tilly Reames, 30 years; Finance - Mitchell Lodge, 20 years; Mechanic – Rico Glover, 15 years
- GoTriangle staff and several board members met with RDU staff and board members to discuss how to deliver better transit service to the airport and how to provide incentives for airport employees to carpool or vanpool. Conversation continues about longer range plans for more service to the airport. Chris Lukasina and Doug Plachcinski from CAMPO and DCHC MPO, respectively, also participated.
- Staff is preparing a presentation for the board on GoTriangle's paratransit operations.
- Sandra Freeman presented September contracts approved by the President/CEO. She stated that the next report would include all executed contracts.
- Freeman also noted that the RPF for the financial analysis has gone out and responses are due the first week of November.

1. Operations Update

The monthly report is attached and hereby made a part of these minutes.

Vinson Hines shared the following statistics from September:

- Average weekday ridership: 6,549, up 6.5% from 2022; down 0.5% from 2019.
- Average Saturday ridership: 3,733, up 92.9% from 2019; up 34.3% from 2022.
- Average Sunday ridership: 2,242, up 95% from 2019; up 17.2% from 2022.
- Average weekday boardings - paratransit: 149, up 6.4% from 2019; up 15.5% from 2022.
- Average Saturday boardings - paratransit: 47, up 27% from 2019; up 4.4% from 2022.
- Average Sunday boardings - paratransit: 26, up 62.5% from 2019; up 36.8% from 2022.
- Average paratransit trip length: 21 miles
- Applications: 65 for bus operator received month-to-date.
 - Operators: 59, including 7 trainees.
 - Another job fair is scheduled for November 8.
 - Jimmy Price reported that police responded to 1 incident in September and EMS, 0.

Price also reported on the recent parts room fire. He praised employee response and stated that mechanics were back at work the same day.

2. Capital Projects Status Report

No report.

Eric Curry reported on the RUS Bus groundbreaking event.

B. General Counsel's Report

General Counsel Byron Smith reported on his office's investigation of a letter from Bret Martin. He stated that following staff interviews and a review of hundreds of pages of documents including federal regulations and the federal grant toolkit, no evidence to substantiate his allegations of fraud or misrepresentation was found. Smith noted the FTA issued GoTriangle a closeout letter with no further action following the triennial review.

C. Chair's Report

Howerton stated her pleasure to serve as board chair.

D. Board Member Reports

1. CAMPO Executive Board Representative

Vivian Jones offered the CAMPO report. She stated that a contract for the northwest Harnett County transit feasibility study and the Wake Transit baseline revenue assessment funding agreement with GoTriangle were approved.

2. Regional Transportation Alliance (RTA) Representative

No report.

3. DCHC MPO Board Representative

No report.

VII. Adjournment

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

Prepared by:



Michelle C. Dawson, CMC
Clerk to the Board of Trustees