

**GoTriangle Board of Trustees**

**Meeting Minutes**

**July 24, 2019**

Board Room, The Plaza, 4600 Emperor Blvd., Suite 100  
Durham, NC

**Board Members Present:**

Will Allen III

Ellen Reckhow, Chair

Wendy Jacobs

Jennifer Robinson (arr. 12:16 p.m.)

Vivian Jones

Steve Schewel

Valerie Jordan (arr. 12:18 p.m.)

Russ Stephenson

Mark Marcoplos

Nina Szlosberg-Landis

Michael Parker

**Board Members Absent:**

Sig Hutchinson (excused)

Andy Perkins

Chair Ellen Reckhow officially called the meeting to order at 12:00 p.m.

**I. Adoption of Agenda**

**Action:** On motion by Parker and second by Schewel the agenda was adopted. The motion was carried unanimously.

**II. Recognition**

**A. Introduction of New Hires**

President and CEO Mann announced the hiring of: Eric Dolby and Shawnta Profit, Bus Operators; LaToya Jackson and Shania Thompkins, Paratransit Operators and Samuel Thuku, Service Attendant.

**B. Announcement of Promotions**

Mann then announced the promotion of Christy Winstead from HR Administrator to Benefits & Rewards Manager and Keith James from Bus Operator II to Bus Operator III.

**C. Presentation of Service Awards**

None.

**III. Public Comment**

No comments.

**IV. Consent Agenda**

**Action:** On motion by Schewel and second by Jones the consent agenda was approved. The motion was carried unanimously.

Consent agenda items were:

- June 26, 2019 – Regular Session Minutes;
- June 26, 2019 - Closed Session Minutes; and
- Authorized the President/CEO to execute 5-years contract with RideShark Corporation for a user-centric web-based suite and mobile device application of TDM tools (\$278,500).

**V. General Business Agenda**

**A. Items Removed from Consent Agenda**

None.

**B. Operations & Finance Committee Report**

Vivian Jones presented a recommendation for approval of two items on behalf of the Operations & Finance Committee.

**1. Renewal of Triangle J Council of Governments (TJCOG) Contract**

**Action:** On motion by Allen and second by Parker the Board authorized the President/CEO to sign a contract with TJCOG to provide continued planning and GIS services used in developing the transportation networks and associated land use required for long range transit planning and project implementation for FY20, with a not-to-exceed (NTE) amount of \$45,000. The motion was carried unanimously. The scope of work is attached and hereby made a part of these minutes.

**2. Renewal of Triangle Regional Model Service Bureau (TRMSB) Contract**

**Action:** On motion by Allen and second by Jacobs the Board authorized the President/CEO to sign a contract with ITRE to provide continued model development services of the Triangle Regional Model (TRM) for FY20, with a not-to-exceed (NTE) amount of \$220,000. The motion was carried unanimously. The FY20 budget is attached and hereby made a part of these minutes.

**C. Durham County Transit Plan Update Framework**

Patrick McDonough introduced Pat Young, whose presentation is attached and hereby made a part of these minutes.

Robinson and Jordan arrived.

**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.

Mann highlighted the following items:

- The new date for the peer review of the D-O LRT project with APTA has moved to September 17-20 due to scheduling conflicts.
- There will be more information on the Commuter Rail study in August with an initial look at capacity analysis and what improvements are likely needed. A stakeholder meeting is scheduled for next week.
- Staff continues to work with the Department of Motor Vehicles on potential express bus service to the new Rocky Mount headquarters. He reminded the Board such service would require a change in legislation to allow GoTriangle to operate in Nash, Franklin and Edgecombe counties.

Mann thanked for the Board for privilege of serving for the last four years.

Jordan asked about a similar service for the possible relocation of the Department of Health and Human Services. Mann stated that there has not been any discussion at this point, but GoTriangle would be open to conversation.

**1. Transit Operations Report**

Patrick Stephens reported that GoTriangle's Proterra buses will begin production this week, to be shipped September 30<sup>th</sup>. The first of five new Gillig buses will begin production on August 9<sup>th</sup>, and be delivered in early September. He added that the bus simulators are here.

**2. Wake Transit Update**

Steven Schlossberg reported that CAMPO has begun the process of the Wake Transit Vision Plan update, extending it three years to 2030. GoRaleigh has begun receiving its new CNG buses. They hope to have them in service by mid-September. They have delayed their FY20 service changes until October 13. The Holly Springs Express will begin operation in January 2020.

**3. Communications Update**

Mike Charbonneau stated that his department has been busy with upcoming service changes and a new campaign launching in September. He noted talking points that had been sent by email to the Board.

**B. General Counsel's Report**

General Counsel Shelley Blake noted the following items:

- General agreements for the FY20 Wake County Transit Plan have gone out and the special agreements are being finalized.
- Bryan Hammond is taking over as the project manager for RUS Bus. Parker Poe is handing the rezoning process. She said she remains the principal in charge. RFPs from developers are due August 23, with a selection to be made by December and a contract in place by next summer.

**C. Chair's Report**

Chair Reckhow noted that the by-laws call for the appointment of a Nominating Committee in July, comprised of one representative from each of the three counties. She stated that Jennifer Robinson, Steve Schewel and Mark Marcoplos have agreed to serve, with Robinson serving as Chair.

**Action:** On motion by Parker and second by Stephenson the Board appointed the Nominating Committee as recommended. The motion was carried unanimously.

Reckhow reported that a Commuter Rail Working Group with North Carolina Railroad Company has been established. Bill Bell, Michael Weisel and Jake Alexander are representing NCR, with their Chairman Michael Walters and Scott Saylor serving as ex officio members. Reckhow recommended Will Allen, Mark Marcoplos and herself to represent the GoTriangle Board of Trustees. She stated that a kickoff meeting will be scheduled in late summer, with regular meetings through December. She asked that Shelley Blake and Jeff Mann serve as ex officio members from GoTriangle.

Reckhow noted that a facilitator has been identified for the Board's retreat. She stated that an agenda would be shared in August.

**D. Board Member Reports**

**1. CAMPO Executive Board Representative**

No report.

**2. DCHC MPO Board Representative**

No report.

**3. Regional Transportation Alliance (RTA) Representative**

Will Allen III reported on the RTA Annual breakfast, focusing on the information shared about hyperloop. He said it was educational and interesting, with the material tailored to the area. He said there is not proof of concept and a lot of technological issues to iron out.

**VII. Closed Session - Personnel**

**Action:** On motion by Parker and second by Allen the Board adjourned into closed session at 2:02 p.m. pursuant to NCGS §143-318.11 (a) (6) to consider the qualifications, competence, performance, character, fitness, or conditions of appointment of an individual public officer or employee. The motion was carried unanimously.

Mann and Blake left during the closed session.

**Action:** The Board returned to open session at 2:24 p.m.

**Action:** On motion by Parker and second by Robinson the Board voted to appoint Tom Henry interim General Counsel, effective August 1, 2019, with a temporary salary increase of 9.2% for the duration of the appointment. The motion was carried unanimously.

**Action:** On motion by Schewel and second by Parker the Board voted to give a temporary salary increase to Shelley Blake, interim President and CEO, effective August 1, 2019, to \$200,000 annually for the duration of the appointment. The motion was carried unanimously.

**VIII. Adjournment**

**Action:** On motion by Parker the meeting was adjourned at 2:26 p.m.



Ellen Reckhow, Chair

Attest:



Michelle C. Dawson, CMC  
Clerk to the Board