

## GoTriangle Board of Trustees

### Meeting Minutes

October 28, 2020

Held Remotely via Webex

#### Board Members Present Remotely:

Will Allen III	Mark Marcoplos
Corey Branch	Michael Parker, Chair
Sig Hutchinson	Jennifer Robinson
Wendy Jacobs (arr. 12:06 pm)	Steve Schewel (arr. 12:04 pm)
Vivian Jones	Stelfanie Williams
Valerie Jordan (arr. 12:30 pm, left 1:00 pm)	

#### Board Members Absent:

Michael Fox

Chair Michael Parker officially called the meeting to order at 12:02 p.m.

#### I. Adoption of Agenda

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

#### II. Recognition

##### A. Employee Service Awards

President/CEO Lattuca recognized Sharita Seibles for 10 years' service as well as Audra Foree and Dennis Howard, both for 20 years' service.

#### III. Public Comment

No comments.

#### IV. Consent Agenda

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

The following consent agenda items were approved:

- September 23, 2020 – Regular Session Minutes;
- Adoption of 2021 meeting calendar; and
- Authorized the Subarea Allocation Agreement Memorandum of Understanding between the Burlington-Graham Metropolitan Planning Organization (BGMPO) and the Alamance County Transportation Authority, GoTriangle, Link Transit, Orange

County Public Transportation, and the Piedmont Authority for Regional Transportation.

The 2021 meeting calendar and BGMPO MOU are attached and hereby made a part of these minutes.

**V. General Business Agenda**

**A. Items Removed from Consent Agenda**

None.

**B. 2021 Benefits Package Recommendation**

Christy Winstead stated that GoTriangle, for the third year in a row, has seen a downward trend in its insurance renewal rates. She stated this year's decrease amounts to over \$500,000 in premium savings. She attributed the decreases to GoTriangle's claims experience, with some past catastrophic claims situations having fallen out of our group now. Winstead recommended reinvesting some of the savings into the wellness program to make it more flexible and into premium contributions for certain coverages to make them more competitive.

She then presented the staff recommendation for the 2021 employee benefits package:

- Renew existing Medical policy with Blue Cross & Blue Shield of North Carolina for a 16.8% premium reduction for 2021.
- Adjust percent of GoTriangle contribution towards premiums to make employee + Child(ren) and Family coverage more market competitive.
- Remove the waiting period for the medical plan for new hires.
- Renew existing dental policy with Delta Dental for a 14.8% premium reduction.
- Adjust slightly the percent of GoTriangle contribution towards dependent coverage to streamline biweekly employee contributions.
- Revise the Employee Wellness Policy (210) from current gym membership reimbursement to wellness reimbursement to include up to a \$150 reimbursement for approved wellness related items.
- Relax temporarily the 6-month gym membership requirement for 2020 and 2021 due to the impacts of COVID-19.

Wendy asked for an explanation of the recommendation to remove the waiting period for new hires. Lattuca responded that GoTriangle currently requires new employees to wait 30 days before health insurance coverage begins. He said this leaves employees with a gap in coverage unless they purchase continued coverage (COBRA) through their previous employers. He said removing the waiting period

could prevent stress and additional costs for new employees and make the employment transition easier.

**Action:** On motion by Allen and second by Hutchinson the board approved the 2021 health benefits package and revised wellness policy (210) as proposed. The motion was carried unanimously. The coverage analyses and wellness policy are attached and hereby made a part of these minutes.

**C. Operations & Finance Committee Report**

- 1. Durham Transit Plan Budget Amendments**
- 2. GoTriangle Budget Amendments**

**Action:** On motion by Jones and second by Branch the board approved budget ordinance amendments # 0027 - 0031. The motion was carried unanimously. The budget ordinances are attached and hereby made a part of these minutes.

- 3. FY21 Q1 Budget Performance Update**

Sandra Freeman reviewed the Q1 budget update, which is attached and hereby made a part of these minutes.

Freeman explained that neither revenues nor expenditures come in equally each month due to the timing of billing and receipt of various grants. She assured board members that staff regularly reviews financial performance and will raise any concerns they have. She noted that staff is monitoring two revenue items, bus fares and office lease, and will bring back amendments based on adjusted assumptions related to COVID-19.

Parker suggested that staff develop a document explaining the half cent sales tax and who holds authority for its use. Freeman commented this would be a good item for the county staff working groups to include in the annual reports.

**VI. Other Business**

**A. President and CEO's Report**

A list of contracts approved by the President/CEO is attached and hereby made a part of these minutes. He informed board members that GoTriangle is communicating with the other transit providers in the region about reinstating fares in January. He stated that the elimination of fares results in a revenue loss to GoTriangle of \$100,000 every month.

- 1. Operations Update**

Lattuca informed board members that GoTriangle will receive the Transportation Security Administration's Baseline Assessment of Security Enhancement (BASE) Gold Standard Award. Eric Bergstraesser explained that

through this voluntary program transit agencies are evaluated in 17 categories of security and emergency preparedness by the TSA and those achieving at least 90% in each of the 17 areas receives the award. GoTriangle has participated since 2015 and only two other agencies in the U.S. received the award this year.

**2. 2020 3<sup>rd</sup> Quarter EEO Workforce Analysis Report**

Sylvester Goodwin reviewed the 3<sup>rd</sup> quarter EEO workforce analysis report, which is attached and hereby made a part of these minutes. Lattuca stated that the next quarterly report would include EEO trends.

**3. Capital Projects Status Report**

Katharine Eggleston's update on the commuter rail project is attached and hereby made a part of these minutes.

Lattuca advised that progress is being made on the capacity modeling agreement and all outstanding issues should be resolved soon.

Jacobs asked how the commuter rail work ties in with Durham County's update to its Transit Plan and the revision to the land use plan. Eggleston responded that the updated cost estimate and implementation schedule assumptions from phase 1 of the study that was completed in the spring would be used in the transit plan. She said as results become available once the modeling begins, those results will be shared with the planning departments. She added that she would follow up with staff about when they might need input.

**B. Chair's Report**

Chair Parker noted the opening of a new park-and-ride at Wake Tech's south campus this month. He also highlighted the collaboration that is happening with NCRRC under its new CEO.

**C. Board Member Reports**

**1. CAMPO Executive Board Representative**

Will Allen III stated that CAMPO held a public hearing on the Wake Bus Rapid Transit: Western Corridor Locally Preferred Alternative, which will connect Western Boulevard to Cary Towne Boulevard. He also mentioned an amendment to the FY21 Unified Planning Work Program which added the Wake Transit BRT Expansion Major Investment Study from Research Triangle Park to Clayton.

**2. DCHC MPO Board Representative**

Michael Parker reported that the DCHC MPO is concerned the 15-501 corridor study is not addressing the needs of bicyclists and pedestrians and will have an update in November. A joint MPO meeting is set for December 1.

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

No report.

**VII. Closed Session – Employee Evaluation**

**Action:** On motion by Hutchinson and second by Jones the board entered into closed session at 1:19 p.m. pursuant to NCGS §143-318.11.(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee. Upon roll call, the motion was carried unanimously.

The board returned to open session at 2:40 p.m.

**VIII. Adjournment**

**Action:** Chair Parker adjourned the meeting at 2:40 p.m.

Prepared by:



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