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**Wednesday, August 25, 2021**

**12:00 p.m.**

**Virtual | Webex**

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**Board members present** | Will Allen III, Corey Branch [left 2:02 p.m.], Brenda Howerton [left 12:50 p.m.], Sig Hutchinson, Valerie Jordan [arr. 12:41 p.m., left 1:47 p.m.], Vivian Jones, Michael Parker, Renée Price [arr. 12:03 p.m.], Charlie Reece, Jennifer Robinson [left 2:01 p.m.], Stefanie Williams [arr. 12:03 p.m.]

**Board members absences** | Michael Fox [excused]

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

**I. Adoption of Agenda**

Chair Parker asked that the General Counsel Search Committee report be moved to the end of the agenda as a closed session.

Price and Williams arrived.

**Action:** On motion by Allen and second by Robinson the agenda was adopted. Upon vote by roll call, the motion was carried unanimously.

**II. Recognition**

**A. Oath of Office**

Former Durham Mayor and former Board member Steve Schewel introduced Charlie Reece, the new representative for the City of Durham.

NC Notary Public David C. Moore administered the oath of office to Reece. Pursuant to the emergency video notarization requirements contained in G.S. 10B-25, the principal signer stated he was physically located in Durham County, North Carolina during the emergency video notarization and Notary Public Moore also was in Durham County, North Carolina.

**B. Service of Steve Schewel**

Chair Parker recognized Steve Schewel, former City of Durham representative. To commemorate his service, he will receive engraved crystal bookends. Board members offered words of appreciation.

**C. Employee Service Awards**

Chief of Operations Patrick Stephens recognized employees for their service to GoTriangle:

**10 years** | Angelo Barksdale, Bus Operator III

**15 years** | Charlotte Mayes, Service Attendant

**15 years** | Patricia Hill, Paratransit Dispatcher I/Supervisor

**III. Public Comment**

No comments.

**IV. Consent Agenda**

**Action:** On motion by Allen and second by Branch the consent agenda was approved. Upon vote by roll call, the motion was carried unanimously.

The following consent agenda items were approved:

- June 23, 2021 – Regular Session Minutes.
- June 23, 2021 – Closed Session Minutes.
- Adopted budget ordinance amendment *2021 0008R* GoTriangle FY2021 Triangle Tax District – Wake Capital Fund Budget Ordinance Amendment.
- Adopted revisions to the by-laws for the purpose of facilitating the continued use of remote conferencing technology during committee meetings.
- Authorized the President/CEO to execute a task order for bus stop design services under the Master Agreement with Ramey Kemp and Associates for on-call architectural and engineering consultant services for an amount not to exceed \$750,000.
- Adopted budget ordinance amendments *2021 0028* and *2021 0029*.

The budget ordinances and revised by-laws are attached and hereby made a part of these minutes.

**V. General Business Agenda****A. Items Removed from Consent Agenda**

None.

**B. Operations & Finance Committee Report**

Vivian Jones stated that the action items were approved on the consent agenda. A financial report also was received by the Committee.

**C. Planning & Legislative Committee Report**

Will Allen stated that the Committee had no action items. The group did receive a presentation on the new Connected Region Guide, part of a joint RAISE grant application by TJCOG and GoTriangle along with its partners at CAMPO and DCHC MPO, RTP, RTA and NCDOT. The guide will pull together the plans in the region relating to regional development, housing, transit and active transportation. Grant decisions are expected in November. The study would be a two-year process.

**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.

Patrick Stephens reported that Charles Lattuca would be returning to work soon. He thanked the Board and colleagues for their support during this interim period.

**1. Operations Update**

The monthly report is attached and hereby made a part of these minutes. Patrick Stephens highlighted these items:

- The installation of TripSpark CAD/AVL system should be complete by June 2022.
- Staffing and recruiting remain issues with GoTriangle and partner agencies in the region. GoTriangle is down 35 operators.
- Bus operations has approximately 74% of its staff vaccinated.

**2. Capital Projects Status Report**

The capital projects status report and presentation on major project updates [RUS Bus and GTCR] is attached and hereby made a part of these minutes.

Jordan arrived.

Scott Thomas and Liz Raskopf provided an update on public engagement for the GTCR project. The presentation is included as part of the capital projects status report.

**3. EEO Workforce Analysis**

Sylvester Goodwin presented the second quarter EEO workforce analysis report, ending June 30, 2021, which is attached and hereby made a part of these minutes.

Board members discussed the data and discrepancies in minority representation in various EEO categories and career progression opportunities for employees in lower paying positions. Staff shared information about recruitment efforts.

Branch asked for a list of the positions in each EEO workforce category.

Michael Parker suggested that the conversation continue at a future date when the requested information is received.

**4. DBE Program Update**

Sylvester Goodwin's presentation on the Disadvantaged Business Enterprise program is attached and hereby made a part of these minutes.

**B. Office of the General Counsel Report**

Interim General Counsel Tom Henry reported on several items:

- State budget is in the process of compromise negotiations between the House and Senate. There are no major items that would alter GoTriangle's position for the better or worse. SMAP funding is looking to be restored.
- NCDOT has approached GoTriangle to acquire slivers of property along the CSX corridor for grade separation projects: an underpass at Millbrook Road and another overpass. The projects have an abiding federal interest and will require FTA concurrence.
- Real estate is soliciting bids for second floor Plaza renovations.

- Work on legal agreements related to the RUS Bus project are active and ongoing.
- Staff will be meeting with new General Counsel for NCRR.

Allen asked how NCDOT's projects would impact the status of this property which is up for sale. Henry responded that in the spring GoTriangle and NCDOT sent a joint letter to FTA Region 4 asking for continued patience on the part of FTA and permission for GoTriangle to continue to retain the properties without sale or to allow NCDOT to receive title to the properties for its S-line plans. There has been no formal response by FTA.

Jordan left.

### **C. Chair's Report**

#### **1. Nominating Committee**

Chair Parker recommend the following members, as outlined in GoTriangle's by-laws, to serve on the Nominating Committee: Brenda Howerton representing Durham County; Michael Parker, Orange; and Jennifer Robinson, Wake.

**Action:** On motion by Allen and second by Jones the Board approved the appointments to the Nominating Committee as recommended. Upon vote by roll call, the motion was carried unanimously.

### **D. Board Member Reports**

#### **1. CAMPO Executive Board Representative**

Will Allen III reported on three items related to transit:

- Endorsed the findings of the BOSS Study Report for use in MTP development.
- Approved the target modal investment mix as part of the locally administered projects program (LAPP) for FY23. The mix does not change from FY22, with 8% for transit.
- STIP/TIP costs have increased over \$7 billion due to rising construction costs causing delays to publically funded projects. SPOT 6 has been canceled due to limited funding availability for new projects. Quantitative scores will be given to help with SPOT 7. The takeaway: there was very little capacity to add new projects for the next 10 years.

#### **2. Regional Transportation Alliance (RTA) Representative**

Will Allen III stated that RTA is planning a trip to south Florida in January to see the Tri- Rail commuter rail project.

#### **3. DCHC MPO Board Representative**

Michael Parker said DCHC's meeting was similar to CAMPO:

- Reviewed the BOSS study.
- Released draft material from Alternatives Analysis for the MTP development.
- Received presentations on the SPOT and STIP processes. It was discussed that MPOs could have an opportunity to reprioritize projects due to the delays and funding issues.

**VII. Closed Session | General Counsel Search Committee Report**

Committee Chair Sig Hutchinson reported the committee is very pleased with the applicants for the General Counsel position. Candidates have been selected for final interviews with the full Board being invited to participate.

Board Chair Parker added that this search was handled completely in-house with the support of Carolyn Lyons and Michelle Dawson. He thanked them for their efforts and managing a very smooth and effective process.

**Action:** On motion by Jones and second by Hutchinson the Board entered into Closed Session at 2:00 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; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. Upon vote by roll call, the motion was carried unanimously.

Robinson and Branch left.

**VIII. Adjournment**

**Action:** The Board returned to open session at 2:28 p.m. and the meeting was adjourned.

  
Michael Parker, Chair

Attest:

  
Michelle C. Dawson, CMC  
Clerk to the Board