

BOARD OF TRUSTEES  
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY

MINUTES OF: Regular Meeting of the SORTA Board of Trustees

DATE: Tuesday, November 19, 2013, 9:00 a.m.  
SORTA/Metro Mt. Adams Board Room  
602 Main Street, Suite 1200  
Cincinnati, Ohio 45202

**BOARD MEMBERS**

PRESENT: Frank Bowen, Suzanne Burke, Todd Cooper, Jason Dunn,  
Brennan Grayson, Gregg Hothem, Ken Reed, Gwen Robinson,  
Karl Schultz, Brandi Stewart, Lamont Taylor, Brad Thomas

**BOARD MEMBERS**

ABSENT: Lamont Taylor

STAFF MEMBERS: Terry Garcia Crews, Donna Adkins, Perriann Allen, Bill Desmond,  
Ca'Sandra Erdman-Oncay, Inez Evans, Paul Grether, Darryl Haley,  
Sallie Hilvers, Mary Moning, Wright Parkes, John Ravasio, Mike Restle,  
Frank Spataro

OTHERS: James Brown, ATU Local 627; Troy Miller, ATU Local 627;  
Reco Owens, ATU Local 627; Nick Sunyak, City of Cincinnati

**CALL TO ORDER**

Suzanne Burke, Chair of the Board, called the meeting to order.

**OATH OF OFFICE: WAEL W. SAFI**

Mr. Desmond administered the oath of office to new SORTA board member Wael W. Safi. Dr. Safi introduced himself and gave a little background information. Board members then took turns introducing themselves to him.

**APPROVAL OF OCTOBER 15, 2013 MINUTES**

Ms. Robinson made a motion that the minutes of the October 15, 2013, regular meeting be approved as previously mailed, and Mr. Reed seconded the motion. By voice vote, the Board approved the minutes.

**HEARINGS FROM CITIZENS**

Ms. Burke asked if there were any citizens present who would like to address the board. There were none.

**COMMITTEE REPORTS**

**Personnel & Policies**

Ms. Robinson reported on the Personnel & Policies committee meeting held on October 24. Rob Reid of the Furnier Group reviewed the personnel policies report for non-union and union

employees with the committee. Two motions were also reviewed by the committee and need approval from the board:

Proposed Motion: Appointment of Secretary-Treasurer

Ms. Robinson moved for adoption, and Mr. Reed seconded the motion. This motion appoints Terry Garcia Crews as Secretary-Treasurer of the Southwest Ohio Regional Transit Authority Board effective immediately, and authorizes the purchase of a surety bond in the amount of \$100,000.

By voice vote, the Board approved the motion, with Dr. Safi abstaining.

Proposed Motion: Adoption of Ethics Policy

Ms. Robinson moved for adoption, and Mr. Dunn seconded the motion. This motion adopts the Ethics policy and directs the CEO & General Manager to implement the policy effective immediately.

By voice vote, the Board approved the motion, with Dr. Safi abstaining.

**Planning & Operations**

Mr. Reed provided the Planning & Operations Committee meeting report. The meeting included an Everybody Rides Metro quarterly report, a Riverfront Transit Center update and usage report, and the ubiquitous legal counsel statements. There was no rail subcommittee update as the meeting had been canceled. Mr. Reed then proposed the following resolutions for board approval:

Proposed Resolution No. 2013-35: Approval of Contract for Dental Insurance

Mr. Reed moved for adoption, and Mr. Thomas seconded the motion. This resolution approves a one-year insurance policy with CIGNA and Dental Care Plus for the purchase of dental insurance coverage for hourly and salaried staff employees at a total cost not to exceed \$510,000.

By roll call vote, the Board approved Resolution No. 2013-35, with Dr. Safi abstaining.

Proposed Resolution No. 2013-36: Approval of Amendment to Access Service Contract

Mr. Reed moved for adoption, and Mr. Thomas seconded the motion. This resolution approves the amendment to the contract with MV Transportation for Access service at a cost not to exceed \$548,703 (which increases the total contract price for the five-year base period to \$27,273,628). The additional funds will be used to cover the cost of hiring two part-time reservationists and one full-time mechanic due to increased ridership.

By roll call vote, the Board approved Resolution No. 2013-36, with Dr. Safi abstaining

Proposed Resolution No. 2013-37: Approval of HVAC Contract Amendment

Mr. Reed moved for adoption, and Mr. Bowen seconded the motion. This resolution approves a contract amendment with Debra Kuempel to extend their one-year contract for three months (through March 31, 2014) to allow time for completion of the HVAC upgrade at the Bond Hill facility. The cost for the additional three months is \$45,000 for a total contracted cost not to

exceed \$143,000.

By roll call vote, the Board approved Resolution No. 2013-37, with Dr. Safi abstaining.

### **Labor**

Mr. Schultz provided the Labor Committee report. The committee met in executive session on November 14; negotiations between management and labor are continuing.

### **Finance**

Mr. Hothem reported the Finance Committee met on November 14. There was an Investment of Funds report for October and two resolutions were presented to the committee for approval:

Proposed Resolution No. 2013-38: Approval of 2014 Budget and the Biennial Funding Request for 2014 and 2015

Mr. Reed moved for adoption, and Mr. Thomas seconded the motion. This resolution approves the 2014 budget of \$128,681,044 (\$92,904,646 operating and \$35,776,398 capital) and requests the City of Cincinnati provide funding for calendar years 2014 and 2015 in accordance with SORTA's funding requests.

By roll call vote, the Board approved Resolution No. 2013-38, with Dr. Safi abstaining.

Proposed Resolution No. 2013-39: Approval of Internal Audit Consulting

Mr. Reed moved for adoption, and Mr. Thomas seconded the motion. This resolution approves a five-year contract with Clark Schaefer Consulting for internal audit services at a total cost not to exceed \$332,800.

By roll call vote, the Board approved Resolution No. 2013-39, with Dr. Safi abstaining.

### **FINANCIAL AND RIDERSHIP REPORT (OCTOBER)**

Written reports were provided in the board books; a verbal report will take place at the October meeting.

### **CEO'S REPORT**

Ms. Evans presented the third quarter performance indicators. On-time performance is below 2013 goal of 86.5% and is at 82.4% for the third quarter, primarily due to downtown construction. Goal for customer complaints is ahead of goal at 9.13 per 100,000 passenger trips (goal is 8.00). Preventable accidents goal is 0.986 per 100,000 miles; third quarter average is 0.617 and ahead of goal. The goal for mechanical service interruptions is 4,300 miles between service interruptions with third quarter being ahead of goal at 6,058. Access is ahead of goal for both on-time performance and productivity.

Ms. Crews provided the board update. Fare Deal began a recertification process last year and current swipe cards will no longer be valid on buses effective January 1. Fare Deal smart cards will be mailed to eligible customers in early December. The State of Metro meeting earlier that morning was a great success. Metro has gotten positive coverage from both print and radio media and Ms. Crews met with the Enquirer's editorial board. The open house held on November 16 was a success as well. Metro is joining with TANK to "stuff the bus" to collect

food to benefit the Freestore Foodbank (in Cincinnati) and Be Concerned (in Northern Ky.). Labor negotiations are ongoing; meetings are scheduled for December. Recruitment for the Chief Financial Officer are going well – 27 applications were received and five have been contacted for further testing. Storeroom inventory was completed in October and November. There was only a 2.3% variance at Bond Hill and a 2.0% variance at Queensgate. Mr. Hothem complimented Ms. Moring and Mr. Parkes on their hard work.

**NEW BUSINESS**

Ms. Burke appointed Mr. Cooper as chair of the Nominating Committee and Mr. Schultz, Mr. Thomas, Mr. Hothem and Ms. Robinson as committee members. Her term expires at the January board meeting so there will be another board chair in 2014. She and Ms. Crews discussed committee attendance and would like to downsize the number of committees by merging a couple to eliminate the need for multiple meetings each month. She also suggested that for 2014 the committees and board only meet every other month. She asked that board members send their suggestions to Ms. Crews.

Ms. Robinson lauded Ms. Burke for her outstanding leadership and stated with a smile that the Nominating Committee would have to “stand up.”

Mr. Schultz commended the communications department for honoring Metro veterans on the cover of the DRIVE newsletter. He also commended Ms. Crews, Ms. Hilvers and Mr. Dunn on the high quality of the State of Metro annual meeting that morning.

**NEXT MEETING**

The next regular meeting of the SORTA Board is scheduled for Tuesday, December 17, at 9:00 a.m. in the SORTA/Metro Board Room, 602 Main Street, Suite 1200, Cincinnati, Ohio.

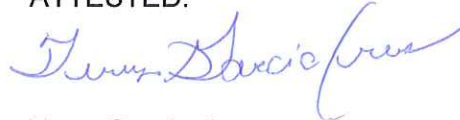
The meeting was adjourned at 11:50 a.m.

APPROVED:



Karl B. Schultz  
Vice Chair, SORTA Board

ATTESTED:



Terry Garcia Crews  
CEO & General Manager