



**OCTOBER 25, 2017  
BOARD OF TRUSTEES MEETING  
WILLIAM G. PORTER BOARDROOM**

**MINUTES**

**1. CALL TO ORDER**

Chair, Jean Carter Ryan, called the meeting to order at 8:05 a.m.

**2. ROLL CALL**

**BOARD MEMBERS PRESENT**

Jean Carter Ryan, Chair  
Trudy Bartley  
Philip Honsey  
David Norstrom  
Letty Schamp  
Michael Stevens  
Craig Treneff

**BOARD MEMBERS ABSENT**

Philip Honsey  
Donald Leach  
Amy Schmittauer

**3. APPROVAL OF THE OCTOBER 25, 2017 BOARD OF TRUSTEES MEETING AGENDA**

Craig Treneff motioned to approve the October 25, 2017 Board of Trustees meeting agenda. Michael Stevens seconded the motion. Motion passed.

**4. APPROVAL OF THE REGULAR SEPTEMBER 27, 2017 BOARD OF TRUSTEES MEETING MINUTES**

Stevens motioned to approve the Regular September 27, 2017 Board of Trustees meeting minutes. Norstrom seconded the motion. Motion passed.

**5. COMMENTS OR STATEMENTS FROM THE AUDIENCE**

Eva Crawley, COTA rider and public transportation advocate, expressed gratitude for having the opportunity to speak with the Selection Committee for COTA's new President/CEO. In addition, she distributed a statement of objection to the proposed fare adjustments. She expressed the belief that a fare increase will alienate dedicated riders, and will not increase ridership. Ryan said the Board is taking an in depth look at the proposed fare increase.

Kerstin Carr, Director of Energy & Air Quality for the Mid-Ohio Regional Planning Commission (MORPC), spoke in support of Resolution 2017-102. The resolution is a commitment to Sustainable2050, a new sustainability-focused program led by MORPC.

## PRESIDENT'S REPORT

Emille Williams, Interim President/CEO, gave the President's Report. He began the report by stating that he is humbled to serve as Interim President/CEO. Emille reported on the CMAX Preview Tour for elected officials and stakeholders that occurred on Tuesday, October 24. He also spoke about the APTA Annual Meeting and EXPO that occurred in early October, and shared that Columbus and COTA were featured prominently at the conference. Additionally, Emille reported on COTA's new Work Study Pilot Program, a partnership between COTA, Transport Workers Union, Local 208, and Columbus City Schools. Under the program, nine Auto Technology/Collision students from Fort Hayes Career Center will work as part-time COTA employees in the Vehicle Maintenance Department. Andrew Jordan, President of TWU, Local 208, also spoke about the partnership and the statewide attention that the program is receiving.

## 6. COMMITTEES:

### A. FINANCE COMMITTEE – CRAIG TRENEFF, CHAIR

#### 1) REPORT ON OCTOBER 25, 2017 FINANCE COMMITTEE MEETING

Craig Treneff, Chair of the Finance Committee, gave a report on the October 25 Finance Committee meeting. The meeting included a review of the cash portfolio, Q3 Energy Price Risk Management report, and Q3 Disadvantage Business Enterprise (DBE) report. The committee also received brief updates on the budget and the fare review process.

#### 2) FINANCE REPORT – JEFFREY VOSLER

Jeff Vosler, Vice President of Finance/CFO, gave an update on the third quarter Finance report. Vosler reported that the budget process is underway. A Finance Committee meeting is scheduled on November 8, 2017 at 8:00 a.m. in the William G. Porter Boardroom to review the proposed 2018 budget with the Committee.

### B. PLANNING COMMITTEE – PHILIP HONSEY, CHAIR

#### 1) RESOLUTION NO. 2017-102 – A RESOLUTION OF COMMITMENT TO SUSTAINABLE2050

MORPC, with guidance from its Sustainability Advisory Committee and member communities, has launched a new program, called Sustainable2050, which replaces a program formerly known as the Central Ohio Green Pact. COTA has been a Green Pact member and worked cooperatively with central Ohio communities for the past ten years to carry out the initiatives identified in the Green Pact and its associated principles. COTA recognizes its ability as a local government to lead and influence sustainable practices within the community in a way that is both fiscally and environmentally responsible. Through the adoption of Resolution 2010-83, "Recognizing the Authority's Commitment to Sustainability," the COTA Board of Trustees directed COTA staff to pursue sustainability initiatives. MORPC is committed to providing additional technical and programmatic support to those committed to the Sustainable2050 program.

Stevens motion to approve this resolution. Schamp seconded the motion. Motion passed.

7. CONSENT AGENDA

Chair Jean Carter Ryan presented the following resolutions by consent agenda:

- 1) RESOLUTION NO. 2017-103 - AUTHORIZING A CONTRACT WITH MANSFIELD OIL COMPANY OF GAINESVILLE, INC. FOR THE PURCHASE OF ULTRA LOW SULFUR DIESEL FUEL FOR TRANSIT COACHES
- 2) RESOLUTION NO. 2017-104 - AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH BROWN'S OIL SERVICE FOR THE PURCHASE OF GLYCOL
- 3) RESOLUTION NO. 2017-105 - AUTHORIZING A CONTRACT WITH BROWN'S OIL SERVICE FOR THE PURCHASE OF GLYCOL
- 4) RESOLUTION NO. 2017-106 - AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH EITEL'S TOWING SERVICE FOR VEHICLE TOWING SERVICES
- 5) RESOLUTION NO. 2017-107 – AUTHORIZING A CONTRACT WITH SECURITY 101 – OHIO FOR THE PURCHASE AND INSTALLATION OF SECURITY VIDEO MANAGEMENT SYSTEM SOFTWARE
- 6) RESOLUTION NO. 2017-108 – AUTHORIZING A CONTRACT WITH CDW GOVERNMENT, LLC FOR THE PURCHASE OF EQUIPMENT FOR THE SECURITY VIDEO MANAGEMENT SYSTEM

Schamp motioned to approve these resolutions. Norstrom seconded the motion. Motion passed.

8. OTHER BUSINESS

No other business came before the Board.

9. MEETING CALENDAR

The following meetings were announced:

November 1

9:00 a.m. – Communications/Marketing Committee

November 2

2:00 p.m. – Advancement Program Steering Committee

November 8

8:00 a.m. – Finance Committee (Budget)

9:00 a.m. – Planning Committee

November 15

8:00 a.m. – Board of Trustees  
9:00 a.m. – Technology Committee

December 6

8:00 a.m. – Finance Committee (Budget)

December 13

8:00 a.m. – Board of Trustees  
Immediately following Board – Communications/Marketing Committee

10. EXECUTIVE SESSION

Schamp motioned to enter into Executive Session for the purpose of preparing for collective bargaining pursuant to ORC 121.22(G)(4). Norstrom seconded the motion. A roll call vote was taken and the vote passed unanimously. Bartley motioned to exit Executive Session. Norstrom seconded the motion. Motion passed.

11. ADJOURNMENT

The meeting adjourned at 9:05 a.m.

Adopted: November 15, 2017

Signed:   
Chair, Board of Trustees

Attest:   
President/CEO