



TOLEDO AREA REGIONAL TRANSIT AUTHORITY  
BOARD OF TRUSTEES MEETING  
130 KNAPP STREET, TOLEDO, OHIO 43604

September 21, 2023  
4:00 P.M.

MINUTES

**Call to Order** - At 4:05 p.m. President Mary Morrison called the meeting to order.

**Roll Call**

Trustees Present: Joel Beren, Valerie Fatica, Michael Hart, Katie Hunt-Thomas, Mary Morrison, W. L. Perryman, Lou Thomson Kendra Smith and Kevin Weeks

Trustees Absent: Heather Baker, Kelsie Hoagland, Pat McKinstry and Kathy Selking.

Officers Present: Laura Koprowski - CEO, Sophie Giviyan - Secretary/Treasurer, Stephen Hartman - General Counsel, Emilie Vassar - General Counsel

**Approval of Previous Meeting Minutes**

A **motion** was made by Kendra Smith and **seconded** by Lou Thomson to approve the minutes of the August 17 and August 29, 2023, Board of Trustees meetings. The motion passed unanimously.

**Public Comments**

Community Member, Charmaine Ivey, asked the Board of Trustees and TARTA Staff to consider building relationships with more private transportation companies.

**Recognitions**

Charles Lee - Retirement

Laura Koprowski, CEO presented Charles Lee with an award to recognize his 31 years of service to TARTA and congratulated him on his well-earned retirement.

Virgil Wise - OPTA Milestones Award

Laura Koprowski, CEO recognized Virgil Wise for receiving the 2023 Ohio Public Transit Association, Milestones Award and highlighted the critical work he contributes to TARTA.

Adena Spaythe - ERRO Golden Recognition

Alex Huffaker, ERRO President & Executive Assistant to the CEO presented the first ever Golden Recognition award to Adena Spaythe for her outstanding efforts in ensuring TARTA's customer service expectations.

## **Presentations**

Charles Odimgbe, COO presented an update on Capital Projects Progress. The presentation is included in the Board Packet.

There was ongoing conversations regarding the Zero Emission Bus (ZEB) program.

Rick Bailey, Chief Customer Experience & Mobility Officer provided a presentation about the TARPS Service Assessment. The presentation is included in the Board Packet.

There were no questions.

## **Finance Committee**

The committee met on 09-14-23 and reviewed three (3) resolutions 52-23, 53-23 and 54-23.

All resolutions were recommended to be presented to the Board.

## **Resolutions**

A **motion** was made by W.L. Perryman and **seconded** by Lou Thomson to adopt *Resolution No. 52-23 - AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A SHORT-TERM CONTRACT EXTENSION WITH BLACK AND WHITE CAB, INC. FOR SUPPLEMENTAL PARATRANSIT SERVICE*. The motion passed unanimously.

A **motion** was made by W.L. Perryman and **seconded** by Lou Thomson to adopt *Resolution No. 53-23 - AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A PURCHASE ORDER FOR THE REPLACEMENT OF TARTA ROOF PROJECT*. The motion passed unanimously.

A **motion** was made by W.L. Perryman and **seconded** by Michael Hart to adopt *Resolution No. 54-23 - AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A SERVICE CONTRACT WITH CLEARGOV TO PROVIDE A BUDGET MANAGEMENT SOFTWARE*. The motion passed unanimously.

A **motion** was made by Valerie Fatica and **seconded** by Kendra Smith to adopt *Resolution No. 55-23 - AMENDING THE TRAVEL POLICY FOR THE TOLEDO AREA REGIONAL TRANSIT AUTHORITY*. The motion passed unanimously.

## **Secretary-Treasurer Report**

Sophie Giviyan, CFO stated that payroll is under budget due to open positions, but the budget will even out with new hires and the Union raises in July 2023. She mentioned that July 2023 sales tax was about \$3.339 Million Dollars. Sophie stated that Grant Revenue is below budget due to delayed projects. She mentioned that TARTA has \$153,590 Dollars in interest income in July 2023.

## **Chief Executive Officer Report**

Laura Koprowski, CEO shared that the agency recently completed its third quarter employee town hall. She expressed her appreciation to staff for coordinating and participating in this critical and informative employee event. Laura mentioned that the American Public Transit Association hosted a D.C. Fly-In event to allow for transit professionals to meet with

legislators to express the importance of public transit funding. She mentioned that Sam Melden, Chief Communications & External Affairs Officer attended along with SDA, TARTA's Government Affairs Legal firm. Laura reminded Board members that the TARTA Transit Hub Site Assessment Stakeholders group will be meeting soon and discussing the Hub site analysis. She shared that staff members met with City of Oregon officials to take a ride on the proposed Route 2 extension into Oregon. Lastly, Laura mentioned that TARTA staff and Board members recently attended the Ohio Needs Transit conference and attended several informative education sessions. Additionally, Laura mentioned that Susan Gettum, Chief of Staff and Sam Melden, Chief Communications & External Affairs Officer presented at the conference about TARTA Flex and TARTA Next.

W.L. Perryman and Lou Thomson shared their appreciation of attending the Ohio Needs Transit Conference and encouraged other Board Members to attend with TARTA staff next year.

### **Vice President Report**

Kendra Smith shared her appreciation of attending the Ohio Needs Transit Conference and thanked TARTA staff for attending with her.

### **President Report**

Mary Morrison shared her appreciation of attending the Ohio Needs Transit Conference and thanked the Board members and staff for attending the conference. Mary reminded the Board that the annual Board Retreat is scheduled for October 30, 2023 from 9:00am to 3:00pm. She mentioned that the state auditors will be reaching out to all Board Members to schedule individual interviews.

**Reports and Communications from Trustees** - there were none.

**Any and All Other Business** - There was none.

### **Executive Session**

A **motion** was made by Lou Thomson and **seconded** by Kelsie Hoagland to **enter into executive session** - To consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the employee, official, licensee, or regulated individual requests a public hearing by division (G)(1) of section 121.22 of the Revised Code. The motion passed unanimously.

### **Vote by roll call**

Trustees Present: Joel Beren **Y**, Valerie Fatica **Y**, Michael Hart **Y**, Katie Hunt-Thomas **Y**, Mary Morrison **Y**, W. L. Perryman **Y**, Lou Thomson **Y**, Kendra Smith **Y**, and Kevin Weeks **Y**.

The Board exited Executive Session at 5:26 p.m.

### **Meeting Calendar**

The Next regularly scheduled TARTA Board of Trustees meeting will take place on Thursday, October 19, 2023, at 4:00 p.m. in the Conference Room at 130 Knapp Street.

**Adjournment**

The meeting was adjourned at 5:27 p.m.

**Certificate of Compliance**

I hereby certify that all members of the Board of Trustees were given notice of the foregoing in person, by telephone, mail, or email more than 48 hours before the meeting.

Sophie Giviyani-Kermani  
Secretary-Treasurer

**Adopted:**

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Sophie Giviyani-Kermani  
Secretary-Treasurer

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Mary Morrison  
President