



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

May 18, 2023  
4:00 P.M.

MINUTES

**Call to Order** – At 4:00 p.m. President Mary Morrison called the meeting to order.

**Roll Call**

Trustees Present: Joel Beren, Valerie Fatica, Michael Hart, Kelsie Hoagland, Katie Hunt-Thomas, Pat McKinstry, Mary Morrison, W. L. Perryman, Lou Thomson, Kevin Weak

Trustees Absent: Heather Baker, Kathy Selking, Kendra Smith

Officers Present: Joan Rife – General Council

**Approval of Previous Meeting Minutes**

A ***motion*** was made by Joel Beren and ***seconded*** by Kelsie Hoagland to approve the minutes of the April 20, 2023, Board of Trustees meeting. The motion passed unanimously.

**Public Comments-** There were none.

**Recognitions**

A ***motion*** was made by Kelsie Hoagland and ***seconded*** by Lou Thompson to adopt *Resolution No. 27-23* – Commending Ms. Joan Rife for outstanding dedication and service as General counsel to the Toledo Area Regional Transit Authority. The motion passed unanimously.

**Presentations** – There were none.

**Policy Committee**

The committee met on 05-09-23 and discussed the New Employee Handbook which was presented by Jim Fight. The committee has been giving a draft of the Handbook a month in advance to allow for review before voting to approve. The Policy committee also discussed updates to the procurement policy and procedures.

**Finance Committee**

The committee met on 05-11-23 and discussed rescinding resolution 17-23 and 59-22 due to the cancellation of the RFP's for the bus wash system. The committee was given a

presentation by Charles Odimgbe about 4 major capital projects underway. Laura Koprowski provided a LITE funding update, and Sam Melden provided a creative services update. John Jones presented a resolution regarding replacing the emergency fire pump. In other business Mary Morrison informed the committee of the selection for Legal Services.

### **Strategic & Operational Planning Committee**

The committee met on 05-11-23 and received an update from Sam Melden about the Oregon Open House event. Sam also presented a Creative Services Update. A resolution regarding Federal Advocacy services was presented to the committee. The committee discussed TARPS and the Third-Party RFP, followed by a TARTA Flex update.

### **Resolutions**

A **motion** was made by Kelsie Hoagland and **seconded** by Lou Thomson to adopt *Resolution No. 28-23 - Authorizing the Chief Executive Officer to execute a contract to secure federal advocacy services of Smith, Dawson & Andrews*. The motion passed unanimously.

A **motion** was made by Michael Hart and **seconded** by Kelsie Hoagland to adopt *Resolution No. 29-23 - Authorizing a change order to the Hart Inc. contract for creative services and marketing expenses for 2023*. The motion passed unanimously.

A **motion** was made by W.L. Perryman and **seconded** by Michael Hart to adopt *Resolution No. 30-23 - Authorizing a change order to the fire safety system replacement project contract to allow replacement of the emergency pump*. The motion passed unanimously.

A **motion** was made by Michael Hart and **seconded** by Lou Thomson to adopt *Resolution No. 31-23 - Directing the Chief Executive Officer to reject all proposals and rescinding the CEO's authority to enter into a contract for a bus wash system*. The motion passed unanimously.

A **motion** was made by Michael Hart and **seconded** by Kelsie Hoagland to adopt *Resolution No. 32-23 - Authorizing the Chief Executive Officer to execute a contract to secure the legal services of Spangler Nathanson Attorneys At Law*. The motion passed unanimously.

A **motion** was made by Lou Thomson and **seconded** by Michael Hart to adopt *Resolution No. 33-23 - Amending the protest policies and procedures for the Toledo Area Regional Transit Authority*. The motion passed unanimously.

### **Secretary-Treasurer Report**

Sophie discussed the March statements noting that the labor expense is higher than budgeted due to an extra payroll in the month. Sophie stated that march sales tax was exceptionally larger, while April sales tax will decrease. Sophie noted that the finance team is monitoring this trend.

W.L. Perryman asked for clarification regarding the University of Toledo Human Trafficking Awareness grant. Sophie stated that she will send a follow up email to provide more information.

### **Chief Executive Officer Report**

Charles Odimgbe presented the CEO's report on behalf of Laura Koprowski. Charles stated that the Youth Summer Blast Pass program is ready to kick off. TARTA has already started receiving applications and will provide applicants with either a physical pass or a digital pass through the EZfare application. Charles mentioned that the TARTA new driver graduation is scheduled for May 25, and TARTA is excited to share that this will be the largest graduation class in TARTA history, with 21 operators graduating from the training program. Charles discussed the success of the TARTA Flex service and noted that the team is working to plan for future demand.

Kevin Weeks asked if TARTA is publicly stating that TARTA Flex is a pilot program, so that we are not upsetting riders when we struggle to meet demand. Susan Gettum stated that when booking on the app, riders are given alternative availability if there is not a ride available when they go to book. Susan mentioned that the TARTA website does state that Flex is a pilot program, and that a pop-up box can be posted on the app to remind riders that Flex is a pilot.

Charles continued, stating that TARTA is preparing to receive the first Electric Vehicles.

### **Vice President Report**

There was no official report.

### **President Report**

Mary Morrison stated that TARTA had a highly productive month and reminded the Board about the New Drivers graduation and invited them to attend. Mary commended Joan Rife and thanked her for her many years of service to the TARTA Board of Trustees.

### **Reports and Communications from Trustees**

Lou Thomson commended Charles Odimgbe for an outstanding presentation to the Finance Committee, regarding the Capital Projects.

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

### **Meeting Calendar**

The Next regularly scheduled TARTA Board of Trustees meeting will take place on Thursday, June 15, 2023, at 4:00 p.m. in the Conference Room at 130 Knapp Street.

### **Adjournment**

The meeting was adjourned at 4:55 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