

**MINUTES
OCTOBER 24, 2023
GRTC BOARD OF DIRECTORS
BOARD MEETING**

Members Present: Tyrone E. Nelson, Chair, County of Henrico
Andreas Addison, Vice Chair, City of Richmond
Barbara K. Smith, Secretary/Treasurer, County of Chesterfield
Todd Eure, County of Henrico
Jim Ingle, County of Chesterfield
Ellen Robertson, City of Richmond
Lincoln Saunders, City of Richmond
Daniel Schmitt, County of Henrico

Members Absent: Dave Anderson, County of Chesterfield

Others Present: Bonnie Ashley, General Counsel
Sheryl Adams, Chief Executive Officer
Adrienne Torres, Chief of Staff
John Zinzarella, Chief Financial and Administrative Officer
Stefan Marks, Chief Development Officer
Tim Barham, Chief of Transit Operations
Tony Byrd, Director of Maintenance
Anthony Carter, Director of Safety
Joe Dillard, Director of Equitable Innovation & Legislative Policy
Dexter Hurt, Director of Information Systems
Michael Hurt, Interim Director of Marketing and Communications
Marc Renee, Director of Finance
Tonya Thompson, Director of Procurement
Von Tisdale, Executive Director RideFinders
Raquel Aguirre, Bus Stop and Amenities Program Manager
Henry Benton, Communications Specialist
Marlon Buck, Bus Operator
Monica Carter, Safety and Service Compliance Manager
Jamel Harper, Procurement Specialist
Antionette Haynes, Procurement Specialist
Ashley Mason, Manager of Organizational Advancement
Patricia Robinson, Planning Manager
Maurice Wilkins, Capital Improvement Project Manager
Brenda Wilson, Procurement
Janice Witt, Executive Assistant
Richard Hankins, RVA Rapid Transit
Ken Lantz, PlanRVA
Jon Oliver, Kimley-Horn
Sam Sink, Kimley-Horn

I. Call to Order & Introductions

This meeting of the Board of Directors and the GRTC Transit System, Old Dominion Transit Management Company (ODTMC), and RideFinders was called to order on October 24, 2023, by Vice Chairman Addison, at 8AM. The meeting was held at GRTC, 3rd Floor Conference Room, 301 East Belt Boulevard, Richmond, Virginia. Video and audio of the meeting will be streamed live online and recorded for later viewing at the following web address: <https://youtube.com/live/-xreh9q3ecQ?feature=share>.

II. Public Comments

The public notice, meeting agenda, and agenda attachments for this October 24, 2023, Board meeting of the Boards of GRTC, RideFinders, and Old Dominion Transit Management Company were posted at rideGRTC.com. Per the meeting notice, all written comments received via email by Henry Benton prior to 5PM on the day preceding a meeting were provided to all members of the Board the night before the meeting and will be made a part of the meeting minutes. Mr. Benton received two written comments (below) and there were no in-person public comments.

Alyssa

The free fare has affected me tremendously. I take either the 79 or the 76 to get back to where I'm living. It's kind of hard because right now I'm staying in a shelter and I don't have that type of money to be paying for bus fare. So it's good that they have the free fare because they make it easier for me. I wouldn't be able to get to work if it wasn't for the free fare. Because I can't afford Ubers and Lyft's. So it has affected me in the best way possible. I hope they keep it going.

Mr. Holland

For the bus stop location at Kent and Broad, they need to put a shelter over top of the bench. The one at Hamilton and Broad you have no bench and you have no shelter there to protect people when it starts raining and snowing. And, you have a lot of senior citizens there.

III. Board Meeting Minutes – October 12, 2023

Ms. Robertson motioned to approve the October 12, 2023 Board Meeting minutes, Mr. Schmitt seconded, and the motion carried unanimously.

IV. Staff Reports

Staff discussed the Reports provided in the Board Packet as follows with no significant changes from the prior month to report and no new significant issues pending:

- A. Safety Performance – Tony Carter
- B. Service Report and Operator Staffing – Tim Barham
- C. Vehicle/Facility Report – Tony Byrd
- D. Ridership Report – Patricia Robinson
- E. Quarterly Report – Patricia Robinson
- F. Rider Comments – Monica Carter
- G. Financial Report – John Zinzarella

Mr. Zinzarella introduced GRTC's Director of Finance, Marc Rene, who joined us October 1.

V. Board Subcommittee Reports

A. Development Subcommittee Report – Barb Smith

- The Development Subcommittee met on October 12.
- The main topic was the update on the North/South BRT recommended corridor. Phase two study will involve developing more details regarding operation and capital improvements for the recommended corridor.
- Discussed the roll out of the first Microtransit service in the region.
- Discussed upcoming grant opportunities.

VI. GRTC Board of Directors

A. Annual Shareholder Meeting Report / Board Membership – Tyrone Nelson

The Shareholders met on October 18, 2023, at 10AM; nominations were submitted and approved.

B. Nominations and Elections of Officers – Barb Smith

Serving on the nominating committee were Ms. Smith, Mr. Eure, and Ms. Robertson and they met on October 12. Ms. Smith moved that the following officers be elected for the coming year October 2023 – October 2024; Tyrone Nelson, Chair; Andreas Addison, Vice Chair; and Barb Smith, Secretary/Treasurer, Mr. Schmitt seconded, and the motion carried unanimously.

VII. Consent Agenda

A. Corporate Banking Resolutions

B. Diesel Fuel

C. Clever Devices SmartYard System Solar Power Hardware

D. Bus Stop Shelters

Mr. Schmitt motioned to approve the Consent Agenda, Ms. Robertson seconded, and the motion carried unanimously.

VIII. Updated List of Recent and Upcoming Procurements – Tonya Thompson

There were three procurements approved by the Board Chair and they were 1) Essential Transit Infrastructure for \$95,446, awarded to STV, Inc; 2) Surveillance Cameras for Paratransit Vehicles for \$97,000, awarded to TSI Video; and 3) Ring Central Phone Services Maintenance Renewal for \$73,320, awarded to Ring Central. There were nine new projects added this month and they are Microtransit Services, Facility Lawn Care Services, Rooftop Units and Building Automation System Replacement, Equipment Storage Structure, Bus Stop Sign Manufacturing, Amenities Engineering Services, Headquarters Signage, Pavement Repair Services, and Support Vehicles.

IX. Chief Executive Officer Report – Sheryl Adams

- A. Ms. Adams introduced Operator Marlon Buck. Operator Buck was one of the first Employee of the Month recipients when we started that program in August. On Saturday, October 14, Operator Buck was operating the Route 7 heading towards

the airport when he noticed that a passenger on his bus had a rifle and because of his quick action in calling the authorities when the bus arrived at the airport and the passenger got off the bus and entered the airport, he was immediately apprehended so we wanted to recognize him this morning. Richmond International Airport also wanted to recognize Mr. Buck and they sent a card that read: "Countless communities across the United States are grappling with rising gun violence and the devastation that follows and because of the actions taken by your employee, Mr. Marlon Buck, on Saturday, October 14, Richmond is not numbered among those communities. A safety culture starts at the top so thank you for your commitment to safety and additionally please pass along this token of our sincere thank you for Mr. Buck's commitment to helping us safely move people, business, commerce, and advance the Richmond region. Mr. Buck, please come forward. GRTC would like to thank you so much for your dedication to safety, and our passengers and our region. Thank you.

- B. Ms. Adams announced that Von Tisdale, RideFinders Executive Director, will be retiring after 26 years here with us at GRTC. Ms. Tisdale started in 1997 at RideFinders, worked with our Specialized Transportation Service in 2006 and then returned to RideFinders in 2008 where she will be officially retiring at the end of November. We are presenting to Von this morning, an engraved vase with flowers. We will miss Von, her beautiful smile, hard work, and dedication. Ms. Tisdale thanked everyone for the opportunities, having met great people, the opportunity to grow and the opportunity to contribute to this region. I feel I've left a good legacy and expect things to be so. Thank you so much for trusting me.

X. Board Chair's Report

The Chair reminded the Board that as discussed prior the Board appointments are for one year, October 2023 to October 2024, and moving forward the appointments will be for two-year terms.

XI. Adjourn

There being no further business, the meeting adjourned at 8:51AM.

APPROVED:



Tyrone E. Nelson, Chair
GRTC Board of Directors

November 21, 2023

Date