

Minutes

RTA Committee of the Whole Meeting

9:16 a.m., Tuesday, April 6, 2021

Committee Members: Lucas (Chair), Moss (Vice Chair), Byrne, Joyce, McCall, Pellot, Serrano, Weiss

Not present: Koomar

Also Present: Benford, Bitto, Burney, Caver, Coffey, Coppock, Dangelo, Davidson, Fields, Freilich, Garofoli, Gautam, Kirkland, Laule, Rusnov, Schipper, Sutula, Talley, Tarka, Walker-Minor, Young

Rev. Lucas called the meeting to order 9:16 a.m. There were eight (8) committee members present. This meeting was conducted by teleconference for members of the Board in accordance with Sub. H.B. 404 of the 133rd General Assembly, passed on November 19, 2020, signed by the Governor of the State of Ohio on November 22, 2020 and the March 9, 2020 order of the Governor of the State of Ohio declaring a public health emergency, this meeting was live-streamed on RTA's Facebook page (www.facebook.com/rideRTA) for staff and members of the public.

Code Book Updates – HR provisions

Dawn Tarka, Associate Counsel II, made the presentation. The Code Book was codified in 1989 (Resolution 1989-176). They are currently conducting a review and update to bring the policies in line with current operations. These policies are subject to review and revision every 3 years. Copies of redlines of all the proposed revisions were provided in the meeting package. Below is what they will cover today.

- Sections 620.02 & 620.03 Disadvantaged Business Enterprise Program
- Chapter 622 Appointments and Promotions
- Chapter 624 Collective Bargaining Agreements
- Section 640.06 Charitable Activity

Sections 620.02 & 620.03 relate to the Disadvantaged Business Enterprise Program. The proposal is to combine those two sections. Because the OBD is located in the Finance Division of the Authority, the proposal is to move the provision to a new section in the Finance part of the Code Book. The revisions provide that the DBE Program Policy and Program Statement be located on GCRTA's web site, which they are. Any revisions are reviewed and approved by the Board. The Program Plan is submitted to FTA.

Chapter 622 relates to Appointments and Promotions by the General Manager, CEO. It updates the titles of members of the executive leadership. There were some outdated titles included in the Code that were used in the past that are not currently used. This provides us with the opportunity to include the Deputy General Manager of Innovation and Technology and the Deputy General Manager for Administration and External Affairs, both are new positions. There are also some revisions that make this section of the code consistent with the January 2020 changes to the Bylaws. Specifically, the Bylaws were updated to provide for certain requirements for the appointment for the Deputy General Manager for Legal Affairs and those are carried into this provision as well. Similarly, there were some updates related to the Executive Director of Internal Audit. Those are reflected in this revision as well. Finally, they

will propose revision to Section 622.05 because that procedure is currently covered in the Authority's Personnel Procedures.

Chapter 624 relates to Collective Bargaining Agreements. The proposal is to convert an Editor's comment into a statement that identifies the RTA's collective bargaining agreement. Section 640.06 is related to the Charitable Activity policy. This policy is proposed to be updated because Authority employees use raffles as fundraising opportunities to support activities such as the combined Charitable Campaign and Harvest for Hunger. There are certain raffles prohibited under Ohio law that RTA is not the type of organization that can participate. They are clarifying the policy to state which types of raffles RTA can't take part in. With that revision, the policy will be moved from the Code Book to the Personnel Policies to avoid overlap and make it easy for employees to locate the policy.

Staff requests the Committee of the Whole recommend these provisions to the Board of Trustees for approval. Mr. Serrano asked staff to email him the type of raffles that are not permitted. Dawn Tarka read the provision. She stated that 50/50 raffles, raffle for prizes or Bingo Board raffles are not permitted, but a Chili Cookoff that awards a prize is permissible. It was moved by Mr. Serrano, seconded by Ms. Moss and approved to move to the full Board.

Executive Session Requested

9:24 a.m. - Rev. Lucas asked for a motion to go into executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. It was moved by Ms. Moss, seconded by Ms. Pellot. There were eight (8) ayes and none opposed.

10:11 a.m. - Rev. Lucas asked for a motion to come out of executive session. It was moved by Ms. Moss, seconded by Ms. Pellot. There were eight (8) ayes and none opposed.

The meeting was adjourned at 10:12 a.m.



Floun'say R. Caver, Ph.D.
Interim Secretary/Treasurer



Theresa A. Burrage
Executive Secretary