



External & Stakeholder Relations & Advocacy Committee

October 7, 2025

MEETING MINUTES

Committee Members: Mayor Koomar (Presiding), Mr. Love, Ms. Elder, Ms. McPherson,

Staff/Other: Shawn Becker, Nick Biggar, India Birdsong Terry, Janet Burney, Floun'say Caver, Brent Charnigo, Nick Davidson, Maribeth Feke, Michael Fesler, George Fields, Bob Fleig, Joel Freilich, Anthony Garofoli, Rajan Gautam, Carl Kirkland, Jonathan Laule, Sheila Miller, Charles Morgan, Mike Schipper, Joe Shaffer, Wendy Talley, Dawn Tarka, Brian Temming, John Togher, Natoya Walker-Minor, Carolyn Young

Public: Loh, Brian Gibbons

I. Roll Call

Mayor Koomar called the meeting to order at 10:22 a.m. A quorum was present.

II. Community Advisory Council Update -- a presentation including amendments to Community Advisory Committee operating guidelines.

Natoya Walker Minor, Deputy General Manager, Administration & External Affairs, advised that the Board is required to approve the Community Advisory Committee (CAC) operating guidelines.

Staff reviewed the operating guidelines and made recommendations for additions, deletions and amendments. Ms. Walker Minor summarized the proposed changes -- including that the chair of the CAC will periodically make a report regarding CAC activities to the Board Liaison to present to the Board of Trustees; requiring the CAC and subcommittee meeting minutes are posted on the CAC webpage; permitting subcommittees to elect a temporary chair if the subcommittee chair is absent from a meeting; and identifying a process for appointing CAC members to subcommittees.

Most of the revisions were driven by Dr. Joseph Sopko, Chair, CAC, in effort to ensure that the CAC is highly functional working with impact.

Dr. Sopko advised that he and the CAC have a history of volunteering on behalf of passionate users of public transit and enjoy a close working relationship with GCRTA management. The CAC works closely with the Customer Experience department.

The proposed changes to the operating guidelines will greatly facilitate their work and the members of the committee are eager to do more -- particularly with subcommittees pertaining to ADA compatibility, advocacy and education which is dedicated to increasing ridership.

The Board expressed appreciation for the work of the CAC and were eager to see the new measures create more efficiency.

Trustee Pacetti sought to clarify whether the chair of the CAC or the chair of the subcommittee sets the agendas. Dr. Sopko explained that the chairs of the subcommittees set their agendas at the subcommittee level. He as chair of the CAC attends all subcommittee meetings. Trustee Pacetti suggested that the guidelines clarify "chairs" instead of "chair."

Trustee McPherson questioned whether "authority staff" mentioned in the guidelines includes the subcommittee chair. Dawn Tarka, Associate Counsel, clarified that the term "authority staff" typically refers to employees of GCRTA and not members of the CAC. She agreed with the suggestion to refer to subcommittee chairs.

Mayor Koomar moved and Ms. McPherson seconded to recommend the revisions as amended to the Board. The motion passed.

III. Adjournment

There being no further business to bring before this Committee, Mayor Koomar moved to adjourn the meeting which was seconded by Ms. Elder. The meeting was adjourned at 10:32 a.m.



Rajan D. Gautam
Secretary/Treasurer



Brent Charnigo
Board Administrator