

**MINUTES
BOARD OF DIRECTORS
GRTC TRANSIT SYSTEM
October 22, 2019**

Members Present: Gary Armstrong, Chair
Benjamin P. Campbell, Vice Chair
Eldridge Coles, Secretary/Treasurer
George P. Braxton
Ian Millikan
Daniel K. Smith

Others Present: Bonnie Ashley, General Counsel
Julie Timm, Chief Executive Officer, GRTC
Sheryl Adams, Chief Operating Officer, GRTC
Timothy Barham, Chief of Transit Operations, GRTC
Janice Witt, Executive Assistant, GRTC
Anthony Carter, Director of Risk Management, GRTC
Barry Herring, Chief of Finance, GRTC
Carrie Rose Pace, Director of Communications, GRTC
Tonya Thompson, Director of Procurement, GRTC
Von Tisdale, Executive Director, RideFinders
Dawn Bailey, Controller, GRTC
Sheronda Hill, Administrative Assistant, GRTC
Adrienne Torres, Assistant Director of Schedules and Planning, GRTC
Juan Shackelford, Customer Service Manager, GRTC
Isaac Wright, Assistant Chief of Transit Operations, GRTC
Jennifer DeBruhl, Department of Rail and Public Transportation, GRTC
Todd Eure, County of Henrico
Michael French, UZURV
Ken Lantz, Plan RVA
Mike Sawyer, City of Richmond
Barb Smith, County of Chesterfield
Chris Suarez, Richmond Times Dispatch
Alexander Winston, Citizen

The meeting of the GRTC Transit System and RideFinders Board of Directors was called to order at 8:00 a.m. by the Chair, Mr. Armstrong, in the 3rd Floor Conference Room of the operating offices of the corporation, 301 East Belt Blvd, Richmond, Virginia. A quorum was present.

Public Comments - There were no public comments.

Minutes - The Board Meeting Minutes from September 17, 2019, were approved.

CEO Report

FTA FY2019 Triennial Review / Final Report – Ms. Adams reviewed the final report for the FTA FY 2019 Triennial Review. The review focused on GRTC’s compliance in 21 areas. No deficiencies were found with the FTA requirements in 18 areas. Four deficiencies were found in three areas: Technical Capacity – Award Management, Satisfactory Continuing Control, and Title VI. GRTC had no repeat deficiencies from the FY 2016 Triennial Review. GRTC provided corrective action responses to address/and close deficiencies noted in the Technical Capacity – Award Management and Title VI sections of the report. FTA implemented new procedures to close Civil Rights findings which were in the report and GRTC’s corrective action to Title VI remaining deficiency must follow those procedures.

Chairperson Report

Mr. Armstrong stated that the Annual Shareholder’s Meeting was held Wednesday, October 16, and the existing members of the board were all reelected. Mr. Armstrong named Mr. Smith and Mr. Braxton as the Nominating Committee and they are prepared to make a motion as to the officers. Mr. Smith moved that the following officers be elected for the coming year October 2019 – October 2020: Mr. Campbell, Chairman/President; Mr. Armstrong, Vice Chairman/Vice President; and Mr. Coles, Secretary/Treasurer, Mr. Braxton seconded the motion, and it carried unanimously.

Mr. Campbell takes over the meeting as the Chair of GRTC Board of Directors. Mr. Campbell thanked Mr. Armstrong for his leadership over the last 2 years.

New Business

Bank Resolutions – Mr. Herring requested that Julie Timm, GRTC’s CEO, be added to the signature cards to transact business on the following accounts: GRTC Corporate Bank Resolution Revision, RideFinders Corporate Bank Resolution Revision, and GRTC Corporate LGIP Resolution Revision. Mr. Smith motioned to grant staff’s request, Mr. Braxton seconded, and the motion carried unanimously.

There being no further business, the meeting adjourned at 8:58 a.m.

APPROVED:

Benjamin P. Campbell, Chair

Date