

**MINUTES
FEBRUARY 21, 2023
BOARD OF DIRECTORS
GRTC TRANSIT COMPANY**

Members Present: Tyrone E. Nelson, Chair, County of Henrico
Andreas Addison, Vice Chair, City of Richmond
Barbara K. Smith, Secretary/Treasurer, County of Chesterfield
Dave Anderson, 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

Others Present: Bonnie Ashley, General Counsel
Sheryl Adams, Chief Executive Officer
Adrienne Torres, Chief of Staff
John Zinzarella, Chief Financial and Administrative Officer
Tim Barham, Chief of Transit Operations
Tony Byrd, Director of Maintenance
Anthony Carter, Director of Risk Management
Joe Dillard, Director of Equitable Innovation & Legislative Policy
Dexter Hurt, Director of Information Systems
Mike Hurt, Creative Marketing and Brand Manager
Sam Sink, Director of Planning & Schedules
Von Tisdale, Executive Director, RideFinders
Monica Carter, Safety and Service Compliance Manager
Jamel Harper, Procurement Specialist
Antionette Haynes, Procurement Services Administrator
Ashley Mason, Manager of Organizational Advancement
Richard Hankins, RVA Rapid Transit
Ken Lantz, PlanRVA
Charles Robideau, Chesterfield Resident
Faith Walker, RVA Rapid Transit

I. Call to Order & Introductions

This meeting of the Board of Directors of the GRTC Transit System, Old Dominion Transit Management Company (ODTMC), and RideFinders was called to order on February 21, 2023, by the Chair, Tyrone Nelson, at 8:00AM. The meeting was held at GRTC Transit System, Operators Lounge, 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/3eyQ9JrI0G8?feature=share>.

II. Public Comments

The public notice, meeting agenda, and agenda attachments for this February 21, 2023, standing 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 Ashley Mason prior to 5:00PM on the day preceding a meeting were provided to all members of the Board the night before the meeting, are read during the Public Comment Period of the meeting by staff following the two-minute speaking limit and will be included in the minutes of the meeting.

No written public comments were received.

Charles Robideau

Thank you, Mr. Chairman and Board members. I am Charles Robideau, I live in Chesterfield. My interest primarily is finding out what my county is doing to support this organization. I in particular to look at budget documents and this is a budget season, so I have been looking in the budget documents in the packet and I find very little to support the concept that Chesterfield is really pulling its weight. I had to go to page 50 in the packet to a section Statement of Income and off to the right hand side of this document is one column FY 2023 annual budget and this is the only place I could find which itemized the contributions of the various jurisdictions and in this section it records for City of Richmond \$8,554,510, Henrico \$4,108,000, City of Petersburg \$200,000 and Chesterfield \$248,863; one quarter of a million dollars where the City of Richmond is in for \$9M+. Last I heard Chesterfield and City of Richmond owned this company 50 percent each so why is the City of Richmond on the hook for \$9M+ and Chesterfield is going to contribute only less than a quarter million dollars. These figures embarrass me as a resident of Chesterfield I think they should embarrass the Chesterfield Representatives on this Board and I think you should really put serious thought to how you're supporting this company; particularly when Chesterfield has no service, no service except for the Route 1 which you had to be shamed into, not you but your predecessors had to be shamed into allowing. Thank you very much.

III. Approval of January 17, 2023 Board Meeting Minutes

Mr. Ingle motioned to approve the January 17, 2023 Board Meeting minutes, Mr. Saunders seconded, and the motion carried unanimously.

IV. Consent Agenda

- A. Real-Time Passenger Information (RTPI) Signage
- B. Transit Strategic Plan (TSP) Task Order
- C. Support Vehicles
- D. Media Buys: Extending to June 30, 2023

Mr. Saunders motioned to approve the Consent Agenda, Mr. Anderson seconded, and the motion carried unanimously.

V. Information Items

- A. Updated List of Recent and Upcoming Procurements – No new procurements.

VI. 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
Mr. Schmitt reminded those listening that the Board now has subcommittees and those subcommittees are reviewing Operations, Finance, and Development and that would be the reason that the Board did not have any questions regarding the Reports from various departments; they were addressed during those Subcommittee meetings. Goals are being set for the recruitment process – in 100 applicants were to begin class this calendar year and 80% graduation rate that would yield 80 new Operators this year which would effectively double the number of new operators that started this past year.
- C. Vehicle/Facility Report and Maintenance Staffing – Tony Byrd
- D. Ridership Report – Sam Sink
- E. Rider Comments – Monica Carter
- F. Financial Report – John Zinzarella

VII. Board Subcommittee Reports

- A. Finance Subcommittee Report - The Finance Subcommittee met on February 9 and discussed the following:
- The Subcommittee reviewed the recruitment campaign and members wanted a detailed cost analysis of each impression/person and it was estimated that GRTC is spending \$3k per applicant in media buys.
 - GRTC will have a surplus this year and it will be a recommendation of this subcommittee to put that surplus into an interest-bearing account to later address fare-alternatives as needed.
 - 3rd Party desired to complete the negotiation of Petersburg Area Transit split letter for FTA.
- B. Operations Subcommittee Report – The Operations Subcommittee met on February 9 and discussed the following:
- As Mr. Schmitt mentioned the goal should be set at 100 Operators per year to put us in 80-85 range of new Operators to help with service delivery.
 - Necessity of serious conversations regarding a transfer station.
- C. Development Subcommittee Report – The Development Subcommittee met on February 8 and discussed the following:
- Title VI Plan which is a document that is required to be updated every three years.
 - Transit Advisory Group (TAG) which will be resuming. Chesterfield will give one of its two seats to Richmond for TAG. This will result in Richmond having three seats on the TAG Board.
 - Request for outline of transfer site needs from a high level. Members want a new focus with support from new Board members to ensure transit at the table for any future plans.
 - Reviewed status of expansion initiatives for North-South BRT.

VIII. Interim Chief Executive Officer's Report – Sheryl Adams

- Update on Assault Bill – Public Transit Operators are now considered a protected class like Health Service workers, Police, and Fire. If anyone commits an assault and battery against the Bus Operator, they will automatically be found guilty of a Class 1 Misdemeanor and if convicted of that assault and battery against an Operator they will be banned from our bus for six months.

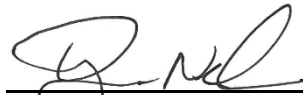
IX. Board Chair's Report

- Working with Christian Kent, with KO2 and trying to negotiate the cost down.
- Thank you to Staff, the Board recognizes the work that is being done with the reports and moving in the right direction on most, if not all the reports. Also shout out to the Board for the Subcommittee work and it is contributing to the efficiencies.

X. Adjourn

There being no further business, the meeting adjourned at 8:40AM

APPROVED:



Tyrone E. Nelson, Chair
GRTC Board of Directors

March 21, 2023

Date