



## Minutes

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<b>Meeting:</b>	TriMet Board of Directors Regular Board Meeting	<b>Date:</b>	June 22, 2016
		<b>Time:</b>	9:00 a.m.
<b>Presiding:</b>	Bruce Warner	<b>Location:</b>	Portland Community College Sylvania Campus, District and Board Office, Rooms 238/239 12000 SW 49 <sup>th</sup> Ave. Portland, Oregon 97219
<b>Board Members Present:</b>	Lori Irish Bauman T. Allen Bethel Joe Esmonde Craig Prosser Travis Stovall Bruce Warner	<b>Board Members Absent:</b>	

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TriMet Board Business meetings and public forum are available via web video stream. You can access the archived meetings and materials at [trimet.org/meetings/board](http://trimet.org/meetings/board).

President Warner called the business meeting to order at 9:37 a.m. and invited Oregon State Senator Michael Dembrow to speak.

Senator Dembrow shared that he is looking forward to partnering with TriMet during the 2017 Legislative Session in support of a robust, multi-modal, and comprehensive transportation funding package that would relieve congestion, reduce carbon pollution and focus on safety.

### 1. Board Committee Reports:

- A. **Transit Equity Advisory Committee (TEAC)** – T. Allen Bethel reported that the committee met on June 16: 1) Shelley Devine provided a Fare Enforcement Update and discussed possible fare mitigation options; and 2) Laura Wolfgram, Four Nines Consulting, presented peer agencies' low-income fare programs from around the country.
  
- B. **Transparency & Accountability Committee (TAC)** – T. Allen Bethel reported that the Committee met on June 17: 1) The Committee confirmed that each of the items discussed at the January 2016 meeting had been posted to the Accountability website; 2) Dave Whipple demonstrated a number of updated features on TriMet.org that will make the website easier to navigate, and also showed new benefits for mobile users; 3) reviewed key transparency statistics; and 4) Darlene Gastineau provided a hotline update and will be coming to the full Board with a report sometime in the fall. The next meeting is scheduled for December 9, 2016.

- C. Metro Policy Advisory Committee (MPAC)** – Craig Prosser reported that at the last meeting the Committee received a presentation on the Strategic Plan to advance racial equity, diversity and inclusion. The Committee recommended adoption of the plan by the Metro Council, which subsequently has been approved. Director Esmonde asked how the resources would be allocated for the plan. Director Prosser responded that the resources would come through Metro and allocated to those projects that are determined to advance racial equity.
- D. GM Performance Review** – President Warner explained that the Board provided the General Manager with performance objectives for the calendar year 2015. The measures and outcomes for those objectives for last calendar year have been provided to the Board and are among the basis for this review. A memo has been provided summarizing the performance review and Neil McFarlane has been made aware of the results. President Warner asked the Board if they had any questions, concerns or comments regarding the review.

Board members agreed that Neil McFarlane has met and exceeded the Board's expectations and provided excellent leadership over the past year and were in support of the 3% proposed increase retroactive to January 1, 2016 (given the evaluation period ended December 31, 2015), and to extend his contract to June 30, 2017 with an option to extend the contract again until June 30, 2018 so that the term from here on out aligns with TriMet's fiscal year.

The Board shared thoughts regarding the upcoming work program and continuous improvement, including increased workforce diversity, and President Warner committed to work with Neil McFarlane to develop a work plan and objectives for the coming year.

President Warner asked for a motion to add a resolution to the agenda to take up these matters.

Action: Craig Prosser moved to add a Resolution to the agenda in consideration of accepting the performance evaluation of the General Manager, granting a 3% wage increase retroactive to January 1, 2016, extending the GM's contract to June 30, 2017 with an option to extend the contract again until June 30, 2018; Joe Esmonde seconded the motion. The motion was unanimously approved.

**Resolution 16-06-46 Renewing the General Manager's Contract and Adjusting Salary Based on Performance Review**

Action: Travis Stovall moved approval of Resolution 16-06-46; Joe Esmonde seconded the motion. The motion was unanimously approved.

## 2. General Manager Report

### A. Follow-up to Public Testimony.

- Consideration for removal of the Bus Shelter at 185<sup>th</sup> and Heritage Parkway – Neil McFarlane explained that we review bus shelter locations on a regular basis in regard to safety, ADA access, utilization and the cost of maintenance for the shelter to expend our limited resources the best that we can. Once we determine to remove a shelter based on data, we post our intention at the stop and solicit feedback from our customers. We have added many shelters over time, and we have a plan in place to grow that program as well. We have not made a final decision on this particular shelter, but will take comments received into consideration.
- Expanding the PPS Student Pass Program to other School Districts -- Neil McFarlane stated that we are open to additional conversations with the youth group that OPAL has organized related to the student pass program. The Board has an open policy to grow the student pass program to all Tri-County School Districts with TriMet paying one-third of the subsidized cost. We currently have ongoing programs with David Douglas and Parkrose School Districts in which they purchase tickets and passes.

### B. May Ridership Results. Neil McFarlane reported that during May:

- TriMet provided 8.4 million trips to the Tri-County region
- Weekly ridership decreased 2.7 percent
- Total ridership was down 0.8 percent
- Bus ridership decreased 5.7 percent
- MAX ridership increased 4.2 percent on weekdays, 0.7 percent on weekends, and 14 percent during peak hours.
- WES ridership dropped 5.4 percent
- Since the MAX Orange line opened in September, it has averaged an 8.5 percent increase each month and had about 10,200 riders during the week

### C. Safety Concern. President Warner stated that he received an e-mail and had a phone conversation with ATU President Shirley Block about a safety concern regarding the wheels on light rail vehicles and asked for a review and a report back on this issue.

Dan Blair, Director of Rail Equipment Maintenance, stated that on June 17 he became aware of the issue and explained the glitch in the reporting system that happened over a number of weeks that caused the concern, how the problem was dealt with on the day they became aware of it, and assured the Board and the public that at no time was there ever a safety risk and that there was zero possibility of wheel failure.

Neil McFarlane stated that he has asked for an independent review to ensure there are no further issues and will report back to the Board.

- D. **Passing the Legal Torch.** Neil McFarlane shared that after 35 years of service, Liz Goebel is retiring on June 30, 2016. For decades, it's been her signature at the bottom of resolutions and ordinances above the line that reads "approved for legal sufficiency." Neil expressed appreciation and thanked Liz for personally reviewing and editing hundreds of Board resolutions and ordinances, negotiating intergovernmental agreements, and being of critical assistance in figuring a way through a myriad of legal issues that arise at the Agency.

Neil welcomed Erik Van Hagen, who will begin reviewing and signing all those resolutions and ordinances. Erik joined TriMet in 2008, after spending several years practicing commercial litigation in the Portland office of Miller Nash. For the last eight years Erik has been one of TriMet's star in-house litigators, successfully representing TriMet in a number of jury trials.

- E. **Commending the 2016 Operators of the Year.** Neil McFarlane explained that operators qualify for the Operator of the Year awards based on outstanding driving records, attention to safety, customer service and attendance – with the winners selected by their peers. Neil McFarlane introduced and congratulated Mini-Run Operator of the Year Justina Carrillo, Bus Operator of the Year Alex Ohly, and Rail Operator of the Year Jeffery Evans.

TriMet Board members thanked the operators for their excellent service and expressed appreciation for the personal customer service they provide, being the heart of the organization and representing TriMet in a professional manner – it is a tough job that takes patience and perseverance to not only excel as an operator, but to do it safely as well.

Action: Travis Stovall moved approval of Resolutions 16-06-38, 16-06-39, and 16-06-40; Lori Irish Bauman seconded the motion. The motion was unanimously approved.

- F. **DBE Successes.** Neil McFarlane shared that we just finished the eFare infrastructure contract on time and under budget. Stacy & Witbeck was the prime contractor on the project with a high goal of 22% DBE use. Stacy & Witbeck brought on Raimore Construction and with Raimore's work achieved an impressive DBE participation rate of 26.7%. Raimore has gone on to beat out its mentor for the contract to be the main general contractor on our project to add second shelters to our MAX Orange Line. It is this type of capacity building in the DBE community which is a success story for our DBE program. Many thanks to our Capital Projects & Construction staff, Stacy & Witbeck and of course, congratulations to Raimore Construction.

### 3. Consent Agenda

Director Stovall asked to remove Resolution 16-06-37 from the consent agenda as he has a potential conflict of interest because McDonald Wetle Inc. is a customer and a company that he is a Principal in and that he will abstain from voting on this resolution.

Action: Craig Prosser moved to approve the consent agenda items listed below; T. Allen Bethel seconded the motion. The motion was unanimously approved.

Approval of Board Meeting Minutes for May 27, 2016

Resolution 16-06-36 Authorizing a Contract with Hyas Group for Investment Consultant Services for Defined Contribution Pension and Deferred Compensation Benefit Plans

### 4. Resolutions

#### **Resolution 16-06-37 Authorizing a Contract with McDonald Wetle Inc. for the Nela Roof Replacement Project**

Action: T. Allen Bethel moved approval of Resolution 16-06-37; Craig Prosser seconded the motion. Directors Esmonde, Bethel, Warner, Bauman and Prosser voted yes, and Director Stovall abstained – the motion passed.

#### **Resolution Honoring Board Director Shelley Martin**

Action: Travis Stovall moved to add Resolution 16-06-45 honoring Director Shelley Martin on to the agenda for consideration. Director Esmonde seconded the motion. The motion was unanimously approved.

President Warner read Resolution 16-06-45 in appreciation of Director Martin's service on the Board.

Action: Lori Irish Bauman moved approval of Resolution 16-06-45; T. Allen Bethel seconded the motion. The motion passed unanimously.

Neil McFarlane introduced the following resolutions and responded to Board questions.

#### **Resolution 16-06-41 Adopting the Coordinated Transportation Plan for Seniors and/or Persons with Disabilities**

Action: Travis Stovall moved approval of Resolution 16-06-41; Joe Esmonde seconded the motion. The motion was unanimously approved.

**Resolution 16-06-42 Appointing Members to the Special Transportation Fund Advisory Committee (STFAC)**

Action: Craig Prosser moved approval of Resolution 16-06-42; Lori Irish Bauman seconded the motion. The motion was unanimously approved. Note: Director Stovall was out of the room at the time of the vote.

**Resolution 16-06-43 Authorizing a Contract with DKS Associates for Development of a Request for Proposals for the Purchase and Installation of Internet of Things Gateways on Light Rail Vehicles, and Technical Project Assistant**

Action: Travis Stovall moved approval of Resolution 16-06-43; Lori Irish Bauman seconded the motion. The motion was unanimously approved.

**Resolution 16-06-44 Authorizing a Contract with RFI Electronics, Inc. DBA Reece Complete Security Solutions for Design, Furnish, and Installation Services for the CCTV Intrusion Detection Project**

Action: Craig Prosser moved approval of Resolution 16-06-44; Travis Stovall seconded the motion. The motion was unanimously approved.

**5. Other Business & Adjournment**

Director Esmonde asked why the Contract with Reece Complete Security Solutions that is listed on the Delegated Authority Report was not included as part of Resolution 16-06-44.

Harry Saporta, Executive Director of Safety and Security, explained that this is for a separate contract with a very different scope of work which includes continued maintenance of system software, cards, chips and card readers that allow building access.

President Warner adjourned the meeting at 11:15 a.m.

Respectfully submitted,

  
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Kelly Runnion, Recording Secretary