



Minutes

Meeting:	TriMet Board of Directors Regular Board Meeting	Date:	September 27, 2017
		Time:	9:00 a.m.
Presiding:	Bruce Warner	Location:	Portland Building Auditorium 1120 SW 5 th Avenue Portland, OR 97204
Board Members Present:	T. Allen Bethel Joe Esmonde Craig Prosser Linda Simmons Bruce Warner	Board Members Absent:	Lori Irish Bauman Travis Stovall

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.

President Warner called the business meeting to order at 9:26 a.m.

1. Board Reports:

A. Transit Equity Advisory Committee (TEAC) – T. Allen Bethel stated that the Committee met on September 21st:

- Erik Van Hagen provided an update on the Administrative Hearing Process and TriMet's efforts to decriminalize fare evasion while creating more options for those found without a fare that speaks to concerns raised during public forum.
- Some TEAC members will participate as well as identify candidates to work with TriMet staff on a workgroup to build out recommendations related to HB 2777 and the administrative hearing process, fines for fare evasion, and the options for community service.
- John Gardner updated TEAC on the ongoing efforts related to launching a low-income fare program next summer and reported on the lessons learned from Seattle's Orca lift low-income fare program.
- Next up for the diversity and transit equity team is a series of local conversations with over 100 local community based organizations to gather feedback and input on the framework for TriMet's low-income fare program, as well as other related initiatives.
- And finally TEAC also touched base on their efforts in developing an equity lens tool that can be leveraged to support ongoing efforts across TriMet.

B. Finance & Audit Committee Meeting – Craig Prosser stated that the Committee met this morning:

- Bernie Bottomly briefed the Committee on the potential of the SW Corridor 2018 bond and the proposed timeline and prep work to be done.
- Shelley Devine discussed the proposed changes to the delegated authority levels that will come before the Board at their October 25th meeting.
- TriMet's external auditors Moss Adams reviewed the FY17 Audit results that they will provide directly to the Board this morning. The Committee had an opportunity to meet with Moss Adams without staff present to ask questions and hear any concerns.

C. Metro Policy Advisory Committee (MPAC) – Craig Prosser stated that MPAC has met twice since the last Board report and that the Committee received updates on: 1) urban growth forecast modeling; 2) equitable housing initiative; and 3) Metro led efforts to support more diversity in the region's construction workforce -- TriMet has been sharing information on our DBE contracting efforts and results. Joe Esmonde asked for additional information on Metro's efforts to support diversity in the region's construction workforce. Craig Prosser responded that there is a PowerPoint presentation available for staff to share.

D. GM Annual Performance Evaluation – President Warner explained the annual process that provides an opportunity for the Board to publicly review the General Manager's performance. President Warner outlined Neil McFarlane and staff's accomplishments for the fiscal year and 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 thanked him for his service to the agency and the region. Director Bethel agreed and reiterated President Warner's comment about the importance of diversity in not only TriMet's Senior Management, but in all management opportunities, succession planning, and ensuring that our leadership reflects the diverse community we serve. Director Esmonde agreed with Director Bethel and stressed the importance of mentorships as well.

Action: Linda Simmons moved to approve the performance evaluation of the General Manager and Craig Prosser seconded the motion. The Board approved the motion unanimously.

President Warner recommended a 3% salary increase retroactive to July 1, 2017 (given the evaluation period ended June 30, 2017) and to extend the General Manager's contract to June 30, 2018 with an option to extend the contract until June 30, 2019.

Action: T. Allen Bethel moved to authorize President Warner to execute Neil McFarlane's contract with the terms and conditions outlined and Linda Simmons seconded the motion. The Board approved the motion unanimously.

Neil McFarlane thanked the Board for their support and expressed appreciation to TriMet's high quality executive team and all of TriMet's talented employees. Neil McFarlane stated that he agrees with Director Bethel's comments on the importance of diversity in TriMet's leadership and that there are a number of programs underway to ensure we deliver on that goal moving forward. Neil McFarlane stated that TriMet is a continuous improvement organization and that includes the General Manager.

2. General Manager Report

- A. Ridership** -- Neil McFarlane reported on results for July and August 2017 -- Bernie Bottomly will go into more depth during the Briefing.
- B. Rail Safety Audit Update** -- Doug Kelsey, Chief Operating Officer, provided a quarterly update on the significant progress that has been made in reducing the number of rail safety violations on the MAX system and the important link to our On Time Performance.
- C. Moss Adams FY 2017 Audit Summary** -- Jim Lanzarotta, Partner, and Keith Simovic, Senior Manager, presented a PowerPoint outlining the results of the FY17 Audit and shared their findings, results of the audited financial statements, and how TriMet complies with laws and regulations applicable to federal programs and Oregon statutes. Jim Lanzarotta reported that TriMet received an unmodified (clean) opinion and that there were no instances of non-compliance.

Director Prosser commended staff and the audit team for their exemplary efforts and results, especially since some of the finance staff are new to TriMet.

President Warner stated that the results of the audit confirms that TriMet is doing a great job of managing its resources and encouraged anyone interested to view the full report on TriMet's website.

3. Consent Agenda

Action: Joe Esmonde moved to approve the consent agenda items listed below; Craig Prosser seconded the motion. The Board approved the motion unanimously.

Approval of Board Meeting Minutes for August 9, 2017

Resolution 17-09-66 Authorizing a Contract with David, Hibbitts, & Midghall, Inc. for Market Research Services

Resolution 17-09-67 Authorizing a Funding Exchange with Metro for Transit Oriented Development Program Funding Coordination

4. **Resolution**

Neil McFarlane and Steve Witter introduced the following resolution and staff responded to Board questions.

Resolution 16-09-68 Authorizing a Contract with Railworks Tracksystems, Inc. for Construction Services for the Westside Express Service (WES) Commuter Rail Right of Way (ROW) Maintenance Project

Action: Linda Simmons moved approval of Resolution 17-09-68; Craig Prosser seconded the motion. The Board approved the motion unanimously.

5. **Other Business & Adjournment**

There was no further business to come before the Board. President Warner adjourned the meeting at 10:33 a.m.

Respectfully submitted,



Kelly Runnion, Recording Secretary