



Minutes

Meeting:	TriMet Board of Directors Regular Board Meeting	Date:	March 27, 2019
		Time:	9:00 a.m.
Presiding:	Travis Stovall, Vice President	Location:	World Trade Center, Bldg. 2 Plaza Conference Room 25 S.W. Salmon Portland, Oregon 97204
Board Members Present:	Lori Irish Bauman Keith Edwards Linda Simmons Travis Stovall Kathy Wai	Board Members Absent:	Ozzie Gonzalez Bruce Warner

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.

Vice President Stovall called the business meeting to order at 9:42 a.m.

1. Board Reports:

- A. **Accountability Committee** – Director Bauman reported that the Committee met on March 8, 2019:
- Staff reviewed statistics for the Accountability and Transparency website.
 - Staff reviewed the changes to TriMet.org in 2019, including the addition of the open trip planner that uses GPS data and an interactive map to give real-time information making getting from Point A to Point B easier and more accessible.
 - Staff reported on the Ethicspoint Hotline. Out of the 12 complaints received between November 2018 and February 2019, only 1 was a Type 1 report of fraud, waste or abuse of TriMet resources and it is currently under investigation. The other 11 complaints were Type 2 reports, which were properly forwarded to other departments for follow-up, such as Human Resources.
 - Staff reported that at the APTA Conference this year they received many compliments from other transit agencies on TriMet's website and that they had copied text, graphics, and layouts from our site.
 - The next Accountability Committee meeting is scheduled for Friday, September 13, 2019.

- B. Committee on Accessible Transportation (CAT)** – Director Bauman provided the highlights from the March 20, 2019 CAT business meeting:
- Chair Jan Campbell provided an update on the PSU Mobility Matters 2019 event that took place March 11, 2019.
 - The FY 2020 Membership Selection and Chair Designation Nominating Committee will convene in April and review applications prior to interviewing any new candidates. The Nominating Committee will then send recommendations to the full CAT for both members and selection of Committee Chair. The membership and Committee Chair will be selected prior to July 1, 2019 and in place for the July CAT Meeting.
 - Lt. Rachel Andrew provided a Police Report.
 - Public comment was received from Kathryn Woods regarding a recent LIFT service experience.
 - Jennifer Koozer, Community Affairs Manager, presented an update on the SW Corridor MAX Expansion Project.
 - Alan Lehto, Director of Business Planning, presented the Draft 2020-2024 Business Plan that included summaries of the Vision, Mission and Values statements along with the Strategy Map.
 - Vanessa Vissar, Senior Planner, provided an overview of regional funding allocated for the coming fiscal year for seniors and individuals with disabilities.
 - Eileen Collins, LIFT Service Delivery Manager, explained the recent reduction in trips on LIFT Service and provided an update on the LIFT Hop Card roll out.
 - Tyler Snyder, Customer Information Manager, reviewed the process for generating media alerts through the Public Information Officers.
 - The next CAT meeting is scheduled for the fourth Wednesday, May 22, 2019, due to the Board meeting scheduled on the third Wednesday this month.
- C. Finance & Audit Committee Meeting Report** – Director Stovall reported that the Committee met this morning and discussed: 1) Amending and Restating TriMet's Strategic Financial Plan (SFP) Operating Reserves and Debt Ceiling; 2) FY 2020 Budget Update; 3) Transactional Banking RFP Results; 4) Merchant Services RFP Results; and 5) Line of Credit RFP Results.
- D. Metro Policy Advisory Committee (MPAC)** – Director Wai shared that the Committee met on February 13, 2019 and focused on a presentation for Permanent Supportive Housing in the tri-county region. Supportive housing combines deeply affordable housing with services that help people who face the most complex challenges to live with stability, autonomy and dignity. The homeless services divisions of Clackamas, Multnomah and Washington counties have collaborated to identify existing capacities, understand current programming, and determine the unmet needs for serving people experiencing chronic homelessness across the region. The presenters described the tri-county engagement and research efforts that informed this report, as well as shared the report's findings and recommendations for action on supportive housing.

- E. **Transit Equity Advisory Committee** – On behalf of Director Gonzalez, John Gardner reported that the Committee met on March 12, 2019. The highlights were:
- Carl Green, TriMet’s Title VI Program Administrator, provided an overview of the Title VI Equity Analysis on the proposed service changes.
 - Staff provided an update on the soon to launch Access Transit High School grant program that will provide 17 school districts with transit grants in the form of tickets to be used for students on free and reduced lunch.
 - Staff discussed the possibility of exploring implementing a working youth sub-committee under TEAC made up of students and youth from partnership community-based agencies across the tri-county service area to provide an additional forum to gather youth perspective.
 - Wendy Serrano, TriMet’s Senior Coordinator of Community Engagement, walked through the proposed framework around targeted community engagement. TEAC provided feedback on the approach and strategies planned to engage specific populations across the service district.
 - Staff also provided an update on TriMet’s Low-income Fare Program efforts which has now registered over 12,000 participants and has over 32 application site locations.

2. General Manager Report

- A. **February 2019 Ridership** – Doug Kelsey reported that TriMet provided 7,157,040 trips system-wide and shared ridership statistics.
- B. **Quarterly Performance Indicators** – Steve Callas, Director of Bus and Rail Operations for Service Delivery, presented a PowerPoint and explained the key elements of the fourth quarter report and answered Board questions.
- C. **Chief Operating Officer** – Doug Kelsey introduced Sam Desue, Jr., who joined TriMet on March 18, 2019, and brings 22+ years of public and private transportation experience, more than 19 of those years in transit.

3. Consent Agenda

Director Wai requested that Resolution 19-03-17, authorizing a contract with ReedGroup, be removed from the consent agenda for discussion.

Action: Director Simmons moved to approve the consent agenda items listed below; Director Bauman seconded the motion. The Board approved the motion unanimously.

Approval of Board Meeting Minutes for February 27, 2019

Resolution Directing that the Reading of all Ordinances Be By Title Only

Resolution 19-03-16 Authorizing a Contract Modification with Herman Miller, Inc. for Systems Furniture and Ancillary Services

Resolution 19-03-18 Adopting the FY2019-2021 Revised State Transportation Improvement Fund (STIF) Plan

4. Resolutions

Doug Kelsey and staff introduced the following resolutions and responded to Board questions:

Resolution 19-03-17 Authorizing a Contract with the ReedGroup for Federal Family Medical Leave Act (FMLA), Oregon Family Medical Leave Act (OFLA), and Worker's Compensation Tracking Third-Party Administrator Services

Director Wai stated that the contract with ReedGroup affects 3,200 TriMet employees and that she is concerned about the impact. Director Wai asked about the procurement process and also about ReedGroup's due diligence, previous track record and compliance.

Zack Cooper, Contracts Manager, addressed the Request for Proposal and explained the procurement process.

Heidi Vass, Benefits and HRIS Manager, addressed ReedGroup's track record since 2009 and stated that responding to employees' FMLA and OFLA requests is an interactive process with TriMet's benefits staff, ReedGroup representatives and the employee, and that all concerns are followed up. Heidi Vass stated that ReedGroup is in compliance and has a good track record.

Director Wai also asked if Corvell will remain the third-party administrator for worker's compensation claims.

Heidi Vass responded yes, although Corvel is TriMet's third party administrator for Workers Compensation claims, ReedGroup will track Workers Compensation leave in conjunction with other leave available to our employees under FMLA and OFLA.

Director Wai requested an annual report on ReedGroup's performance/employee feedback and asked how the different time zone affects ReedGroup's ability to respond timely.

Heidi Vass responded that there are performance guarantees in our contract and staff is happy to provide that information. ReedGroup's Customer Service Center is open 6:00 a.m. to 6:00 p.m. Pacific Time, Monday through Friday, to respond to questions. (This time has been corrected from what was originally reported in the meeting). Employees also have 24-hour access to process requests by interactive voice recorder or online. Calls that are received after hours are responded to the next day.

Director Edwards asked who advocates for the employee and how our employees would be impacted if the contract was terminated. Heidi Vass stated that while ReedGroup is the first point of contact, TriMet's benefits group does intervene if issues arise. Zach Cooper responded that if the contract was terminated, procedures would be put in place to process requests during the 4-6 week interim while we sought to procure a replacement contract.

Action: Director Bauman moved approval of Resolution 19-03-17; Director Simmons seconded the motion. The Board approved the motion unanimously.

Resolution 19-03-19 Authorizing a Contract with G4S for Transit Security Services

In response to Directors Edwards and Wai's requests for additional information, Marla Blagg will provide the content of the training curriculum, drug testing procedures, and the strategies for providing resource information to our riders.

Action: Director Simmons moved approval of Resolution 19-03-19; Director Edwards seconded the motion. The Board approved the motion unanimously.

Resolution 19-03-20 Authorizing an Intergovernmental Agreement with the City of Portland and Design and Construction Management Services for the Division Transit Project

Action: Director Bauman moved approval of Resolution 19-03-20; Director Simmons seconded the motion. The Board approved the motion unanimously.

Resolution 19-03-21 Authorizing a Contract with Siemens Mobility, Inc. for Type 6 Light Rail Vehicles

Action: Director Edwards moved approval of Resolution 19-03-21; Director Bauman seconded the motion. The Board approved the motion unanimously.

Resolution 19-03-22 Authorizing a Contract with LTK Engineering Services for Type 6 Light Rail Vehicle (LRV) Engineering and Inspection Services

Action: Director Simmons moved approval of Resolution 19-03-22; Director Edwards seconded the motion. The Board approved the motion unanimously.

Resolution 19-03-23 Authorizing a Modification to the Contract with CH2M Hill, Inc. for Gideon Overcrossing Design Services

Director Simmons declared a conflict of interest because she has a close relative that works for CH2M Hill and recused herself from discussion and voting on this resolution.

Director Bauman moved approval of Resolution 19-03-23; Director Wai seconded the motion. Vice President Stovall and Directors Edwards, Bauman and Wai voted yes, and Director Simmons abstained – the motion was approved.

Resolution 19-03-24 Authorizing a Modification to the Contract with Stacy and Witbeck, Inc. for Construction Manager/General Contractor Services for the Gideon Overcrossing Project

Action: Director Simmons moved approval of Resolution 19-03-24; Director Bauman seconded the motion. The Board approved the motion unanimously.

5. Ordinance

Ordinance 353 of the Tri-County Metropolitan Transportation District of Oregon (TriMet) Adopting Service Changes, Revising Route Designations, and Amending TriMet Code Chapter 22 (First Reading and Public Hearing)

General Counsel Shelley Devine read Ordinance 353 by title only.

Kerry Ayres-Palanuk, Planning & Policy Director, provided an overview of the proposed service changes and answered Board questions.

Carl Green, Title VI and Equity Programs Administrator, went through the Title VI equity analysis and answered Board questions.

Vice President Stovall opened up the Public Hearing for Ordinance 353 – no one addressed the Board.

6. Other Business & Adjournment

Director Edwards asked for a brief overview of the background and discussion around the decision to approve Resolution 19-02-13, Authorizing a Contract with Siemens Mobility, Inc. (Siemens) For Type-2/3 SD660 Light Rail Vehicle (LRV) Fleet Mid-Life Overhaul Services, at the February 27, 2019 meeting. Doug Kelsey explained what the contract for Siemens would provide and Directors Stovall and Simmons shared why Board members were in favor of it.

Vice President Stovall adjourned the meeting at 12:16 p.m.

Respectfully submitted,



Kelly Runnion, Recording Secretary