



*The COMET Board Meeting minutes are prepared and presented in **summary form**, audio recordings of the meetings are on file at The COMET and are part of the approved minutes. If you would like to hear the recording from the meeting, please contact Paige Jernigan at [cometadmin@catchthecomet.org](mailto:cometadmin@catchthecomet.org).*

*Per SC Code of Laws, Title 30, Chapter 4, Section 30-4-80 - All public bodies shall notify persons or organizations, local news media, or such other news media as may request notification of the times, dates, places, and agenda of all public meetings, whether scheduled, rescheduled, or called, and the efforts made to comply with this requirement must be noted in the minutes of the meetings. **The COMET complied with the notification of this meeting on Friday, August 23, 2019 at 3:15 P.M.***

**The Central Midlands Regional Transit Authority  
Board of Directors Meeting Minutes  
Wednesday, August 28, 2019 at 12:00 P.M.  
3613 Lucius Road, Columbia, SC 29201 – Conference Room A**

**Members Present:**

Ron Anderson, Chair  
Jacqueline Boulware\*  
Joyce Dickerson  
John V. Furgess, Sr.  
Derrick Huggins  
Representative Leon Howard  
Skip Jenkins  
Col. (R) Roger Leaks, Jr.  
Lill Mood  
Dr. Robert Morris  
Andy Smith  
Geraldine Robinson

**Absent Board Members:**

Carolyn Gleaton  
Bobby Horton  
Kevin Reeley  
Debbie Summers  
William (B.J.) Unthank

**Guests Present:**

Leo Auger, CEO Auger Consulting  
Kevin Bundrick, Lead Mechanic, Transdev  
Darrell Campbell, Lobbyist, The Campbell Consulting Group  
Bob Coble, Attorney, Nexsen Pruet  
Elijah Frederick, Guest  
Larry Gabaldon, Interim General Manager, Transdev  
Frannie Heizer, Burr, Foreman, McNair Law Firm  
Michael Ishmael, Driver, Transdev  
Ms. Janice Jamison, Dispatcher, Transport Care Services  
Sam Johnson, Governmental Affairs Advisor, Nexsen Pruet  
Chris Land, President, Transport Care Services  
David Lewis, Public Transit Rider  
Larry Livingston, Interim General Manager, Transport Care Services  
Helen McFadden, Professional Registered Parliamentarian  
Joyce Mason, Public Transit Rider  
William Norris, Interim General Manager, Transport Care Services  
Shanel Shephard, The Campbell Consulting Group  
Bill Sprawl, Vice President of Southeast Region, Transdev  
Brian Sullivan, Founder, Lost Art Communications



*\*Indicates participation by phone.* Tanisha Woodson, Human Resources, Transdev

**The COMET Staff Present**

John Andoh, Executive Director/CEO

Rosalyn Andrews, Director of Finance/CFO

LeRoy DesChamps, Director of Administration & Operations/COO

Paige Jernigan, Interim Administrative & Customer Service Specialist

Dr. Arlene Prince, Director of Regulatory Compliance & Civil Rights Officer

**1. CALL TO ORDER AND DETERMINATION OF QUORUM**

Mr. Anderson called the meeting to order at 12:00 P.M.

A quorum was determined at the beginning of the meeting.

**2. ADOPTION OF THE AGENDA**

**Motion:**

A motion was made by Dr. Morris and seconded by Mr. Huggins to adopt the agenda.

**Approved:** Anderson, Boulware, Dickerson Furgess, Huggins, Howard, Leaks, Mood, Morris, Smith

**Absent:** Gleaton

**Motion passed.**

Mr. Furgess mentioned a motion made in Service Committee that needed clarification from Attorney Heizer. Attorney Heizer stated that no motion can be brought up in a committee meeting unless it is on the Agenda due to Freedom of Information Act and at least twenty-four (24) hours in advance. Mr. Furgess stated that this did not satisfy him.

Attorney Heizer reiterated that the public has a right to know what is being discussed in the meeting. She then added that the motion can be made in the Board meeting during the "motions period" and then taken back to a committee for action. Mr. Anderson mentioned the law changed in 2018 so that is why it seems new. Ms. Dickerson explained her interpretation and added that the motion does not have to be on the printed agenda if it is proposed within twenty-four (24) hours in advance.

*Ms. Robinson arrived at 12:06 P.M.*

**3. MIDLANDS TRANIST RIDERS ASSOCIATION UPDATE**

No representation.

**4. CALL TO THE PUBLIC COMMENTS MUST PERTAIN TO ITEMS NOT ON THE AGENDA.**

- THE BOARD CANNOT COMMENT.
- INDIVIDUALS WISHING TO ADDRESS THE BOARD MUST SIGN UP PRIOR TO THE CALL



TO ORDER

- COMMENT TIME LIMIT – TWO (2) MINUTES PER PERSON

Mr. Ishmael, Transdev Bus Driver introduced himself. He stated he is a representative of The COMET and Transdev. His concern is the elimination of the Route 61, Bluff Road, Starlight Eastway Park and Route 63. Mr. Ishmael would like everything to go back to the way it was before the service changes. He added that drivers are being cursed out and being mistreated based on an issue that they have no control over. Col. Leaks agreed with Mr. Ishmael that Route 61 needs to be looked at again.

Mr. David Lewis, a rider of The COMET, introduced himself. Mr. Lewis complimented the changes that have been made. His concern is the buses being late. He mentioned that he is pleased to see all the Board members in attendance. He added that he understands the political battles, but he is concerned about the community members and the implications.

Mr. Lewis added that the bus stops need to be addressed and the board at the Transit Center moves too fast. He mentioned that the fare free week caused many people to lose money. He would like for all of members of the Board to make it happen.

## 5. PRESENTATIONS

### A. EMPLOYEE OF THE MONTH FOR TRANSDEV AND TRANSPORT CARE SERVICES

Mr. Gabaldon introduced the Employee of the Month for Transdev.

Transdev Services Employee of the Month is Mr. Bundrick who is a Lead Mechanic that has gone above and beyond to make sure all special projects are completed in a timely manner. He also has a "CAN-DO" attitude, which is his strong point. Mr. Bundrick completes all assignments given to him and then some. Mr. Bundrick assisted the Parts Clerk with ordering all parts needed to correct and complete audit items. Mr. Bundrick excels in appearance, attitude, ideas, politeness and technical knowledge to get the job done in a cost-effective manner in the best interest of Transdev and The COMET. Mr. Bundrick is a Gold Star Employee!

Mr. Norris introduced the Employee of the Month for Transport Care Service.

Transport Care Services employee of the month for is Ms. Jamison. Ms. Jamison started with Transport Care Services in 2015, working at the Transit Station. She has been selected as our Employee of the Month because she exemplifies the characteristics of a real team player! She is a dedicated worker that gives 100% no matter what is asked of her. She has shown the willingness to go above and beyond. Ms. Jamison has been patiently supporting our Customer Service Supervisor as she becomes more familiar with the functions of the operation, while aiding in training new CSR team employees. She does not hesitate to take on any task asked of her.



Ms. Jamison has a compassionate spirit, which comes across both in her interactions with our customer base and with the staff. In a high-volume call center, she is sturdy, maintains her poise and lauded by our customers for her genuinely pleasant and helpful demeanor. She is a multi-tasker and represents what it means to be a reliable member of a team. We could not think of a better person, at this time, to receive this recognition and honor! She is the epitome of an exceptional customer service representative, setting the tone for how customer service should be delivered.

**6. CONSENT CALENDAR: THE FOLLOWING ITEMS LISTED UNDER THE CONSENT CALENDAR WILL BE CONSIDERED AS A GROUP AND ACTED UPON BY ONE MOTION WITH NO SEPARATE DISCUSSION, UNLESS A BOARD MEMBER SO REQUESTS. IN THAT EVENT, THE ITEM WILL BE REMOVED FOR SEPARATE DISCUSSION AND ACTION.**

A. APPROVAL OF THE JULY 24, 2019 MEETING MINUTES (PAIGE JERNIGAN) PAGES 8-18

B. APPROVAL OF THE AUGUST 7, 2019 SPECIAL MEETING MINUTES (PAIGE JERNIGAN) PAGES 19-26

C. APPROVAL OF THE INVOICE PAYMENT SELECTION LISTING ENDING JULY 30, 2019 (CRYSTAL WILLS) PAGES 27-40

D. FINANCE COMMITTEE ACTION ITEMS

I. DESIGNATION OF CONTRACTING OFFICER WITH RESOLUTION (ADD FINANCIAL ACCOUNTANT AND DIRECTOR OF FINANCE/CFO) (ROSALYN ANDREWS) PAGES 41-44

II. AUTHORIZE PURCHASE OF HYDROGEN BUS USING GRANT FUNDS (JOHN ANDOH) PAGES 45-46

III. AUTHORIZE ADDITION OF AN OFFICE CLERK POSITION (ROSALYN ANDREWS) PAGES 47-48

E. SERVICE COMMITTEE ACTION ITEMS (NONE)

F. INTERMODAL COMMITTEE ACTION ITEMS (NONE)

G. EXECUTIVE COMMITTEE ACTION ITEMS (NONE)

H. EXECUTIVE DIRECTOR AD-HOC EVALUATION COMMITTEE ACTION ITEMS (NONE)

Col. Leaks inquired about 6 – D, III, specifically how this person is to be hired. Mr. Andoh reviewed what was discussed in the Finance Committee. He added that this person would be hired to help in accounting and answer phones, etc. Dr. Morris expressed his concern about the salary. Mr. Andoh explained that originally the position was going to be hired at a Grade One (1) but the committee agreed to go to a Grade two (2) or three (3) based on qualifications. He stressed that this position is entry level.



Dr. Morris stressed the importance of the Executive Director evaluation review, 6 – H to the Board members.

**Motion:**

A motion was made by Ms. Mood and seconded by Mr. Huggins to adopt the Consent Calendar.

**Approved:** Anderson, Boulware, Dickerson Furgess, Huggins, Howard, Leaks, Mood, Morris, Smith

**Absent:** Gleaton

**Motion passed.**

**7. OTHER DISCUSSION & ACTION ITEMS**

**A. PUBLIC HEARING TO CREATE A 10-RIDE EXPRESS PASS & EXPRESS UP-CHARGE & U-PASS PROGRAM (JOHN ANDOH) PAGES 49-52**

Mr. Andoh asked that we hold a Public Hearing regarding the 10 Ride Express Pass & Express Up Charge and U-PASS. He added that the Board of Directors approved a modified fare policy in October 2018 which took effect in January 2019. Since the launch of new longer distance express routes, some of those riders expressed the need for upgrading from the Basic fare category to the Express fare category, as well as the need for a 10- Ride Pass. Adding that the Fare Policy did not include the U-Pass program that has been in place since Summer of 2014.

Mr. Andoh stated that the Express upcharge fare will generate additional revenue and ensure that Basic and Discount fare payment is considered in the distance traveled, instead of charging two separate fares (which would cost the person six dollars instead of four dollars). The U-Pass will allow college students not participating in fare subsidy program, the ability to have lower cost fare.

The Finance Committee discussed this at their July 2019 meeting, and they approved recommending this action to the Board of Directors to schedule a public hearing. The Board at the July 2019 Board Meeting approved scheduling the public hearing for August 2019. An announcement was placed on all the buses, on social media, on the website and in The State newspaper.

Ms. Mood asked for clarification on the 10 – Ride pass program. Mr. Andoh explained. Ms. Mood was hoping the riders would get a break in the price for the 10-ride. Mr. Andoh touched on the U-Pass qualifications and the colleges that The COMET is currently working with: Allen University, Benedict College, Columbia College, Lenoir Rhyne.

Mr. Anderson opened the Public Hearing at 12:34 p.m. No public input or response. Public Hearing closed at 12:35 p.m.



**Motion:**

A motion was made by Mr. Huggins and seconded by Ms. Dickerson to adopt and create a 10-ride express up-charge and U-Pass Program.

**Approved:** Anderson, Boulware, Dickerson Furgess, Huggins, Howard, Leaks, Mood, Morris, Smith

**Absent:** Gleaton

**Motion passed**

**B. AUTHORIZE CHANGE ORDER #3 (JOHN ANDOH) PAGES 53-54**

Mr. Andoh asked to defer Item B. AUTHORIZE CHANGE ORDER #3 to the next Board of Directors meeting.

**Motion:**

A motion was made by Ms. Dickerson and seconded by Mr. Huggins to defer Item B to the next Board of Directors meeting.

**Approved:** Anderson, Boulware, Dickerson Furgess, Huggins, Howard, Leaks, Mood, Morris, Smith

**Absent:** Gleaton

**Motion passed.**

**C. DISCUSSION OF PARLIAMENTARY PROCEDURES (FRANNIE HEIZER) PAGES 55-70**

Attorney Heizer introduced Ms. McFadden, a Registered Certified Parliamentarian. Attorney Heizer stated that she has been asked by the Board and is currently working on evaluating our agendas and minutes per Mr. Andoh. She stated that currently she would grade us a B-plus and stated that we are "fairly correct." Attorney Heizer mentioned that we do need to be more specific when entering Executive Session.

Ms. McFadden gave her analysis. She mentioned that the 'motion to defer' previously does not exist as it is not clearly defined. She handed out a "Table of Motions." She added that in Roberts Rules, there are numerous exceptions. She added that to defer a motion, it must be clearly specified. A motion to continue has no status in the state of SC other than the General Assembly.

She recommended the cliff notes version of Roberts Rules – In brief.

Dr. Morris mentioned the concern regarding the April meeting that there was no quorum, yet a motion was made. He added that he read through the information provided and he requested clarification. Ms. McFadden that you cannot vote on a business matter without a quorum. If Freedom Of Information Act (FOIA) answers your questions, then you don't need



to consult with Roberts Rules. The agenda can't be changed unless due to exigent circumstances.

Mr. Anderson asked how to proceed with non-binding items? Ms. McFadden stated that you could proceed but you would not adopt the agenda, but bottom line it's not necessary per law. Attorney Heizer said you could reorder items, but you can't add items. Attorney Heizer added that we have a bylaw amendment that states that we can move forward with informational/non-voting items.

Dr. Morris clarified that we knew that the vote on the agenda was wrong. He added that we let what was wrong exist. Attorney Heizer clarified that in the April meeting, the only vote that was taken in the absence of a quorum was the adoption of the agenda. No further questions. The Board thanked Ms. McFadden for her input.

#### D. REVIEW FINANCIAL INSTITUTION POLICY (JOHN ANDOH) PAGES 71-74

Mr. Andoh stated that at the July 2019 Finance Committee meeting, the committee reviewed the financial institution policy, but concluded that they did not have enough information to determine what Mr. Furgess was requesting. It was recommended to send this back to the Board of Directors for further discussion.

At the June 2019 Board of Directors meeting, Mr. Furgess made the motion that stated: "That all financial transactions requiring transfers between bank accounts be approved by the Board Treasurer and the Board of Directors."

In August 2018, the Board adopted a revised Financial Institutions Policy, which is attached to the Board report that resulted in Wells Fargo Bank receiving deposits from FTA, contract revenues, Richland County Transportation Penny funds, Lexington County funds, marketing and advertising revenue and all other revenues received by The COMET that can be used as match revenue for FTA grants. Optus Bank received deposits for Capital Reserve funds, from fare revenue collected (including credit card sales and ticket revenues) and Community Development Block Grant and Older American Act funds. Each of these funding categories shall be in separate accounts for accounting reasons.

The balances for both Wells Fargo Bank and Optus Bank will be approximately \$4 million dollars each. The Executive Director/CEO is authorized to change the relationships with the banks as listed above based on market conditions and shall obtain Board of Directors approval on any changes to banking relationships in accordance with the Procurement and Contract Administration Policy. At the minimum, one of the two bank relationships established shall be a local bank and the



selection of that local bank shall be constant with the Resident Vendor Preference Procedure in the Procurement and Contract Administration Policy. Excess revenues beyond three months of cash needed for transit services and Operating and Emergency Reserve funds are invested per The COMET's Investment Policy.

Mr. Andoh referred to Page 73. Mr. Furgess added that the issue is when funds are transferred without Treasurer and Board notification. Ms. Andrews stated that she would be happy to give notice when funds are being transferred to the Local Investment Pool. Dr. Morris mentioned that if it was discussed at the Finance Committee, the Treasurer is already notified. Mr. Smith asked that we should reframe the wording based on large investments, etc. for clarity.

Mr. Anderson asked Mr. Furgess to remake the motion and send it back to Finance Committee to determine whether the policy change needs to occur.

Mr. Furgess amended his motion to delete the "Board of Directors" from his statement. He restated his motion:

**Motion:**

A motion was made by Mr. Furgess and seconded by Mr. Huggins that all financial transactions requiring transfers between bank accounts be approved by the Board Treasurer and be sent to Finance Committee for review.

**Approved:** Anderson, Boulware, Dickerson Furgess, Huggins, Howard, Leaks, Mood, Morris, Smith

**Absent:** Gleaton

**Motion passed.**

Mr. Anderson suggested making sure the Finance Committee is aware of the implications before going forward. As a result, the motion is being sent back to the Finance Committee.

**E. REVIEW KEY PERSONNEL APPOINTMENT PROCESS (JOHN ANDOH) PAGES 75-102**

Mr. Andoh stated that there was a motion for developing a process of approval / withdrawal of Transdev key personnel discussed at Service Committee Meeting and referred to Page 81 and Page 82. Col. Leaks added that during Service Committee it was suggested to bring this copy back to the Board for review.

**Motion:**

A motion was made by Col. Leaks and seconded by Mr. Huggins to approve the key personnel appointment process.

Ms. Mood asked if the motion is referring to the approval process itself or the approval of the key personnel? Mr. Anderson stated it is to approve the process.





**Approved:** Anderson, Boulware, Dickerson, Huggins, Howard, Leaks, Mood, Morris, Smith

**Opposed:** Furgess

**Absent:** Gleaton

**Motion passed.**

Mr. Furgess expressed his concern about the packets constantly changing. He requested to amend the motion and send this back to the Service Committee. Mr. Anderson stated that Mr. Furgess has the option vote against it or to make a substitute motion to send it back to the Service Committee for review. Col. Leaks reviewed the wording with Mr. Furgess. He added the resume will come to Mr. Andoh and he will directly send this to the Board for discussion. Mr. Furgess just asked that it is cleaned up a bit. Mr. Furgess was asked if he had a substitute motion and replied that he did not.

*Short break occurred*

*Change of CD occurred*

*Mr. Anderson called the meeting back to order.*

**F. REVIEW AND DISCUSS BOARD POLICIES #4, 6 AND 7 (JOHN ANDOH) PAGES 103-114**

Mr. Andoh reviewed Pages 103-114. He stated that at the June 2019 Board of Directors Meeting, John Furgess made a motion that "All calls made to the Executive Director, The COMET staff and Transdev staff must be returned by the next business day." In addition, he made another motion that "All contracts and legal review must be done by Legal Counsel".

The Executive Committee met in July 2019 and discussed these two motions and recommended amendments to the Board Policies to address these changes. In addition, based on information from the Parliamentarian, Board Policy #4 needs to be amended to reflect Discussion & Action Items, vs. Old/New Business. That is reflected in the Board Policies.

The Executive Director has concerns with how Board Policy #6, Page 110 is currently written and is proposing amendments to the policy to better define communication between The COMET and its Contractor as compared to The COMET and the Contractor employees to ensure that The COMET's relationship is solely with the Contractor General Manager and not its employees. The Contractor employees should be communicating through their General Manager to The COMET.

Board Policy #7 is proposed to be added to address the role of General Counsel based on the terms of the current contract between The COMET and Burr Forman McNair.



Dr. Morris suggested that we amend the language on Page 111 D. to state: "The Executive Director shall return a Board Member telephone call by the next business day except on The COMET holidays and weekends."

Dr. Morris referred to Page 114 and added that we need Legal Counsel to develop the process and the proposal for the RFP. Mr. Huggins stated that the RFP Ad hoc-Committee will be guided by Legal Counsel to assist us through the process. Ms. Mood stated that this should not be the responsibility of legal, she thought that was the purpose of the Committee. She added that it should be "legally sound," but they shouldn't be solely responsible. Ms. Mood added that the Board should rely on the experts in drafting the RFP. Mr. Huggins reassured the Board that the RFP meeting will occur after this meeting to discuss the process more in depth, how to integrate staff, technical advisors, legal, etc. Attorney Heizer suggested to adhere to the work at the direction of the Ad-Hoc Committee for procurement.

Ms. Mood asked for clarification on Page 114 regarding the Board contacting legal staff. She wants to be sure that it is clear that the "Board of Directors" can contact legal as a unit, not on an individual basis due to financial implications to The COMET. Dr. Morris and Col. Leaks disagreed. Mr. Furgess added that the Executive Director should not be the "in between" person for the Board of Directors and Legal Counsel. Mr. Anderson and Attorney Heizer added Burr, Foreman, McNair Law Firm are on retainer except for special projects and would not be charged per contract. Mr. Smith added that in response to Board communication to the Executive Director the attorney should be included.

1<sup>st</sup> amendment:

The Executive Director shall return a Board Member telephone call by within 24 hours except The COMET holidays and weekends.

2<sup>nd</sup> amendment:

Page 114. General Counsel will work at the direction of the Ad-Hoc Committee in connection with procurement for the contract operator.

**Motion:**

A motion was made by Dr. Morris and seconded by Mr. Huggins to approve the two amendments.

**Approved:** Anderson, Boulware, Dickerson, Furgess, Huggins, Howard, Leaks, Mood, Morris, Smith

**Absent:** Gleaton

**Motion passed.**

G. AMENDMENT TO BYLAWS (FRANNIE HEIZER) PAGE 115



Attorney Heizer reviewed the Bylaws and the proposed changes.

The first recommended amendment is found in Section 5.5 which currently reads as follows:

**Section 5.5. Quorum.** A quorum of the Board shall consist of a majority of the Voting Directors.

The proposed amendment would read as follows:

**Section 5.5. Quorum; Absence of a Quorum.** A quorum of the Board shall consist of a majority of the Voting Directors. In the absence of a quorum, no votes or formal action may be taken except to recess or adjourn the meeting. In the absence of a quorum, the Chair, in his sole discretion, may take up for discussion only informational matters included on the agenda.

A second proposed amendment to the Bylaws comes from one of Ms. McFadden's recommendations. Specifically, she suggested that the Bylaws be amended to make it clear that the most current version of Robert's Rules of Order are the procedures to be followed.

In its current version, Section 5.8 provides as follows:

**Section 5.8. Procedure.** Parliamentary procedure in Board meetings shall be governed by Robert's Rules of Order to the extent that such rules are not in conflict with these Bylaws.

The proposed amendment would read as follows:

**Section 5.8. Procedure.** Parliamentary procedure in Board meetings shall be governed by Robert's Rules of Order Newly Revised current edition to the extent that such rules are not in conflict with these Bylaws.

The procedures for amending the Bylaws are found in Section 12.1 which provides as follows:

**Section 12.1. Amendments.** These Bylaws may be altered, amended or repealed and new Bylaws may be adopted by the Board; if members shall be given seven (7) days written notice, prior to formal action, of the proposed amendment, which notice must include the actual wording of the proposed amendment.



Mr. Smith asked if we should add the Freedom of Information Act to the amendment. Attorney Heizer explained state laws apply first, followed by Bylaws and then Roberts Rules in that order so it is not necessary to add to verbiage.

**Motion:** -

A motion was made by Mr. Smith and seconded by Dr. Morris to approve the two amendments.

**Approved:** Anderson, Boulware, Dickerson, Furgess, Huggins, Howard, Leaks, Mood, Morris, Smith

**Absent:** Gleaton

**Motion passed.**

H. DISCUSSION OF PROCUREMENT RULES (FRANNIE HEIZER) VERBAL

Attorney Heizer stated that under the State Ethics Act the Board and the Executive Director are considered Public Members. So, during the time the RFP hits the street, the Board shall be in a "lockdown period." She added to avoid contact with vendors, staff, representatives etc. This could be a ground for a challenge. Attorney Heizer assured the Board that she will work with the committee and the staff but stressed vigilance in communication with RFP candidates and not taking anything of value.

8. MOTION PERIODS (NO ACTION WOULD BE TAKEN ON THE MOTIONS REQUESTED) (RON ANDERSON, VERBAL)

A. FROM THE FINANCE COMMITTEE

None

B. FROM THE SERVICE COMMITTEE

**Motion:**

A motion was made by Mr. Furgess and seconded by Dr. Morris to take to the Service Committee the consideration of policy to prohibit food and drinks on The COMET buses effective immediately.

**Approved:** Anderson, Boulware, Dickerson, Furgess, Huggins, Howard, Leaks, Mood, Morris, Smith

**Absent:** Gleaton

**Motion passed.**

C. FROM THE EXECUTIVE COMMITTEE

None

D. FROM BOARD MEMBERS

None



**9. PROGRESS REPORTS – INFORMATIONAL ONLY**

THE FOLLOWING ITEMS LISTED UNDER PROGRESS REPORTS WILL BE CONSIDERED AS A GROUP UNLESS A BOARD MEMBER REQUESTS FOR SEPARATE DISCUSSION.

- A. CHAIR REPORT (RON ANDERSON, VERBAL)
- B. COMMITTEE CHAIRS UPDATE
  - I. FINANCE COMMITTEE UPDATE (DR. ROBERT MORRIS) HANDOUT
  - II. SERVICE COMMITTEE UPDATE (COL. (R)ROGER LEAKS JR.) HANDOUT
  - III. INTERMODAL COMMITTEE UPDATES (DERRICK HUGGINS)
  - IV. EXECUTIVE COMMITTEE UPDATES (RON ANDERSON)
  - V. EXECUTIVE DIRECTOR AD-HOC EVALUATION COMMITTEE UPDATE (DR. ROBERT MORRIS)
  - VI. TRANSIT OPERATOR REQUEST FOR PROPOSALS AD-HOC COMMITTEE (DERRICK HUGGINS)
- C. EXECUTIVE DIRECTOR /CEO REPORT (JOHN ANDOH) PACKET 2 PAGES 117- 121
- D. PERSONNEL UPDATE (JOHN ANDOH) PACKET 2 PAGE 122
- E. REVIEW OF BOARD MOTIONS FROM JANUARY 2017 TO PRESENT (JOHN ANDOH) PACKET 2 PAGES 123- 132
- F. TRANSIT OPERATIONS REPORT (LAWRENCE GABALDON) PACKET 2 PAGES 133- 203
- G. DISADVANTAGED BUSINESS ENTERPRISE REPORT (DR. ARLENE PRINCE) PAGE 204
- H. FINANCE REPORT (ROSALYN ANDREWS) PACKET 2 PAGES 205-215
- I. RIDERSHIP REPORT (JOHN ANDOH) PACKET 2 PAGES 216-218

**Motion:**

A motion was made by Mr. Huggins and seconded by Dr. Morris to accept the Progress Reports.

**Approved:** Anderson, Boulware, Dickerson, Furgess, Huggins, Howard, Leaks, Mood, Morris, Smith

**Absent:** Gleaton

**Motion passed.**

**10. LEGAL/CONTRACTUAL/PERSONNEL (MAY REQUIRE EXECUTIVE SESSION)**

SECTION 30-4-70 (A) (2) THE RECEIPT OF LEGAL ADVICE WHERE THE LEGAL ADVICE RELATES TO A PENDING, THREATENED, OR POTENTIAL CLAIM OR OTHER MATTERS COVERED BY THE ATTORNEY-CLIENT PRIVILEGE, SETTLEMENT OF LEGAL CLAIMS, OR THE POSITION OF THE PUBLIC AGENCY IN OTHER ADVERSARY SITUATIONS INVOLVING THE ASSERTION AGAINST THE AGENCY OF A CLAIM. (TRANSPORTATION PENNY TAX)

**Motion:**

A motion was made by Mr. Huggins and seconded by Col. Leaks to enter Executive Session.

**Approved:** Anderson, Boulware, Furgess, Dickerson, Howard, Huggins, Leaks, Mood, Morris,



Smith  
**Absent:** Gleaton  
**Motion passed**

*The Board entered Executive Session at 1:43 P.M.*

**Motion:**

A motion was made by Ms. Dickerson and seconded by Mr. Furgess to adjourn Executive Session with no action taken.

**Approved:** Anderson, Boulware, Furgess, Dickerson, Howard, Huggins, Leaks, Mood, Morris, Smith

**Absent:** Gleaton

**Motion passed**

*The Board adjourned Executive Session at 2:13 P.M.*

**10. ADJOURN**

**Motion:**

A motion was made by Mr. Huggins and seconded by Ms. Dickerson to adjourn the Board of Directors meeting.

**Approved:** Anderson, Boulware, Furgess, Dickerson, Howard, Huggins, Leaks, Mood, Morris, Smith

**Absent:** Gleaton

**Motion passed**

Meeting adjourned at 2:13 P.M.

**CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY**

Adopted this September, 2019, Agenda Item \_\_\_\_\_

Prepared by:

Paige Jernigan  
Paige Jernigan, Interim Administrative & Customer Service Specialist

Approved by:

[Signature]



Andy Smith, Board Secretary

