



**Jointly Held  
Finance/Personnel and Planning Committees  
Meeting Minutes**

**May 16, 2023**

**Members Present:** Sharon D. White, Chair (departed 9:30 a.m.)  
Al Fullenkamp  
Sharon Hairston  
John A. Lumpkin, Jr. (arrived 8:35 a.m.)  
Belinda Matthews-Stenson  
Nikol Miller  
Thomas Weckesser  
David P. Williamson

**Excused:** Adrienne Heard

**Staff in Attendance:** Bob Ruzinsky  
Daron Brown  
Roland Caldwell  
Chris Conard, Coolidge Wall  
Julie Hoffman  
Deborah Howard  
Nathan Owens  
Rich Poulsen  
Mary K. Stanforth

Ms. White called the meeting to order at 8:30 a.m. and roll call was taken:

**Roll Call**

Ms. White -	Yes
Mr. Fullenkamp -	Yes
Ms. Hairston -	Yes
Ms. Heard -	Excused
Mr. Lumpkin	Excused
Ms. Matthews-Stenson -	Yes
Ms. Miller -	Yes
Mr. Weckesser -	Yes
Mr. Williamson -	Yes

A quorum was present, and proper notice of the meeting had been given.

**Approval of April 18, 2023, Jointly Held Finance/Personnel and Planning Committees Meeting Minutes**

Ms. White asked if attendees request a reading of the minutes or have corrections to the minutes?

Upon hearing no requests or corrections, MOTION made by Mr. Fullenkamp and SECONDED by Ms. Matthews-Stenson to APPROVE the April 18, 2023 Jointly Held Finance/Personnel and Planning Committees Meeting Minutes.

The MOTION was APPROVED by voice vote 7-0.

**June 2023 Board Action Items**

**Action Item #2 – As Needed Electrical Services**

Ms. Hoffman stated the purpose of this procurement is to contract with qualified contractors for as needed electrical services for Greater Dayton Regional Transit Authority (RTA) facilities and properties. This project is consistent with RTA's core values of Safety, Stewardship, and Quality Service as we demonstrate a commitment to maintaining our facilities in a state of good repair and making customers a priority.

Successful contractors will provide electrical services for RTA facilities and properties, will support upcoming projects, and provide emergency services anywhere needed. The award will be made to two (2) contractors to ensure adequate as needed services.

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Williamson that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to Calvin Electric and Chapel Electric Co., LLC dba Kastle Electric for three years of as needed electrical services for a project total of up to \$1,158,000 and two option years for a project total of up to \$772,000 for a total of up to \$1,930,000 for as needed electrical services over the five year period. Work will be assigned to the individual firms based on availability, specialization, and job price. Annual blanket purchase orders will be maintained with each firm for routine jobs, and other work will be managed with additions to the blankets or through standard purchase orders. A 15% contingency of \$289,500 will be included for a total of up to \$2,219,500. Total spending may be less based on actual need. This procurement will be partially funded through Federal grant funds where applicable and under operating funds.

The MOTION was APPROVED by voice vote 7-0.

Mr. Lumpkin arrived at the meeting at 8:35 a.m.

**Action Item #3 – Video Storage Appliances and Installation**

Mr. Poulsen stated the purpose of this procurement is to contract with a vendor for the purchase of the Cisco Chassis and NetApp Storage appliances and installation. The storage appliances are required to process and store copies of videos from all of RTA's revenue vehicles and facility cameras. This project is consistent with RTA's core values of Safety and Stewardship by ensuring proper storage, maintenance, and protection of the copies of the videos that assist RTA employees with the safety and security of our customers, facilities, and employees.

The Video Storage Appliances will be spread across two (2) sites. Site 1 will be at the 600 Longworth Server Room to house copies of the videos from the revenue vehicles and the facility cameras at the Longworth Campus, and Site 2 will be at the 4 S. Main Street Server Room to house the videos from all the facility cameras at Wright Stop Plaza. Site 1 will serve as a backup for Site 2 videos and vice versa. The primary storage for vehicle cameras is considered the device on the vehicle, but a copy of all videos will be uploaded to the storage at Site 1.

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Weckesser that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to CDW Government LLC for the purchase of Video Storage Appliances and Installation in the amount of \$1,523,708. This procurement is partially funded by Federal grant funds.

The MOTION was APPROVED by voice vote 8-0.

**Action Item #4 – Cameras, Licenses and Recorders**

Mr. Poulsen stated the purpose of this procurement is for RTA to purchase cameras, storage cards, mobile recorders, and software licenses as a pilot program for the 103 new vehicles RTA is receiving this year. Each vehicle will get one (1) mobile recorder rated for harsh/mobile environments, two (2) fixed external rated cameras, and six (6) fixed internal rated cameras. Each camera will get one (1) 64GB SD card. RTA will also purchase 14 spare external cameras, 42 spare internal cameras, 56 spare SD cards and 7 spare recorders. This project is consistent with RTA's core value of Safety by ensuring that the required equipment provides the information RTA needs to keep our customers and employees safe.

RTA has many years of experience with two of the preeminent solutions for the transit industry for onboard cameras and video management. RTA has been dissatisfied with the User Interface and found the video storage inefficient with these systems. The Axis cameras and Genetec servers are already used by RTA in the facility camera system and have performed well. A few years ago, the Axis cameras and Genetec servers came on the market for the transit environment. Since RTA already uses these and is pleased with them in the facility environment, RTA desires a pilot program with the Axis cameras and Genetec servers. This will allow RTA to evaluate the integration of the pilot onboard camera system into the existing facility camera system, which will greatly benefit the employees in Transportation to have one type of system to navigate rather than two.

MOTION made by Ms. Matthews-Stenson and SECONDED by Ms. Hairston that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to GHA Technologies for Item Numbers 1 through 3 in the amount of \$437,624 and to Moss Audio for Item Numbers 4 and 5 in the amount of \$881,263 for a total award of \$1,318,887. This procurement will be partially funded with federal funds.

The MOTION was APPROVED by voice vote 8-0.

**Action Item #5 – Removal & Installation of Mobile Electronic Equipment for RTA Vehicles**

Mr. Brown stated the purpose of this procurement is to seek proposals for the removal and installation of mobile electronic equipment for a fleet of approximately 315 vehicles that use some form of mobile electronic equipment. RTA has approximately 140 diesel buses, 45 electric trolleys, 75 paratransit vehicles and 55 non-revenue/support vehicles. This contract shall also include repair of RTA's Mobile Electronic Equipment that may arise during the removal and installation work or if RTA's staff is unable to make necessary repairs.

This contract may include the following work:

1. The installation of new or used camera systems and/or radio-CAD/AVL equipment into new vehicles.
2. The removal of the used equipment from older vehicles and the installation of the used equipment into new vehicles.
3. The commissioning and acceptance testing per each manufacturer's instructions, which may include programming, software/firmware updates and other manufacturer protocols from Clever Devices, Motorola, Genetec, and Luminator/Apollo Video Systems.

4. The installation of all related mobile electronic equipment and all necessary wiring as required to make each system fully operational.

This work shall include the following general categories of equipment removal and installation:

1. Radio-CAD/AVL systems
2. Voice Radios and Components
3. Video Surveillance (Camera) Systems
4. Automatic People Counters (APC) equipment
5. Smart Yard Controllers
6. PA controls
7. Modems
8. Antennas

This procurement is consistent with RTA's core value of Safety for our customers, employees, and the communities we serve. We continuously work to keep our fleets safe, secure and accident-free.

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Lumpkin that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to Black Bear Radio, Inc. for the Removal & Installation of Mobile Electronic Equipment in RTA Vehicles in the amount of \$319,968 for Year One; \$0 for Year Two; and \$136,450 for Year Three for a three-year total of \$456,418. The Committees also recommend a contingency amount for hourly maintenance work be awarded in the amount of \$21,200 for Year One; \$21,800 for Year Two; and \$21,800 for Year Three, totaling \$64,800 resulting in a grand total award of \$521,218. Removal & Installation of Mobile Electronic Equipment in RTA Vehicles is included in the Maintenance budget.

The MOTION was APPROVED by voice vote 8-0.

#### **Action Item #6 – Title VI Analysis Approval & Multi-Year Service Plan Adoption**

Mr. Owens stated to prepare for the future, Staff has developed and is recommending for adoption a phased Multi-Year Service Plan for implementation. In addition, we are recommending for approval a supporting Title VI Analysis of the plan. The plan includes an increase of existing services, adjustment of existing services, creation of new services, and the discontinuation of existing services. The plan modernizes the existing transportation network, increasing access to new and existing economic development. Of the over 2,500 current bus stops served today, the plan calls for discontinuation of service at less than 50 of those bus stops. When fully implemented the new service plan will reach, within a ¼ mile of all services, roughly 70% of Montgomery County's population, 80% of individuals living in poverty, 85% of jobs, and 100% of major hospitals in Montgomery County. In addition, through a combination of Paratransit and the 5310 Program, services will continue to be available to 100% of the 65 and older population and individuals with disabilities residing in the County.

Prior to making this recommendation, Staff released and shared with the public our proposed service plans over the span of several months. Feedback from the public was collected through in-person meetings and a virtual meeting over Facebook Live. RTA also received feedback via mail, phone, social media, email, and the interactive online mapping system Remix. In total, RTA received over 70 public comments. In addition, we engaged with over 20 jurisdictions within the County, ensuring our plans aligned where possible with their economic and residential development, where possible.

Service plans were determined based on a review of all public comments received, analysis of ridership on routes, specific trips, time periods experiencing lower ridership, and duplicative service coverage. Maintaining

basic geographic service coverage were priorities in the final design of these plans, as well as conducting a Title VI analysis.

In addition, Staff recommends that should any opportunities arise to create additional services, other than those referenced within this action item, that a temporary service period of no more than one (1) year be executed if it does not impact the current approved budget. If the temporary service is deemed successful, Staff will present those individual service plans to the RTA Board of Trustees for approval.

MOTION made by Mr. Weckesser and SECONDED by Mr. Fullenkamp that the Planning and Finance/Personnel Committees RECOMMEND to the Board of Trustees APPROVAL of the Title VI Analysis, and ADOPTION of the Multi-Year Service Plan. Furthermore, the Committees RECOMMEND the Chief Executive Officer be authorized to carry out all actions necessary to make these changes. All aspects of the plan will be implemented in phases based on driver availability, approved budget levels, and demand/utilization of service.

The MOTION was APPROVED by voice vote 8-0.

#### **Action Item #7 – Resolution No. 2023-6-1, NEORide Membership**

Mr. Ruzinsky stated the purpose of this action item is to approve a resolution allowing RTA to join as a member of NEORide. Established as a Council of Governments under Ohio law and formed in 2014, the purpose of NEORide is to plan, promote, and enhance transportation options within the jurisdiction of its over 15 members across the States of Ohio, Kentucky, and Michigan.

By RTA joining NEORide, we will be a part of the conversations that have a potential impact on our customers and State of Ohio transportation. This also provides an opportunity for cost savings by engaging in joint procurements with NEORide member agencies. In addition, this membership with NEORide allows RTA to use many of their programs, activities and services. There are opportunities for networking, professional development opportunities, workshops and seminars. Access to online resources is also available.

The annual dues for RTA to be a member of NEORide are \$8,000 and that rate is based on ridership levels. NEORide will provide a pro-rated amount of \$4,000 for 2023.

MOTION made by Mr. Weckesser and SECONDED by Ms. Matthews-Stenson that the Planning and Finance/Personnel Committees RECOMMEND to the Board of Trustees APPROVAL of NEORide Resolution No. 2023-6-1.

The MOTION was APPROVED by voice vote 8-0.

#### **Customer and Business Development Update**

Mr. Owens stated the Customer and Business Development Department update was provided in today's meeting packet.

Mr. Owens reminded attendees that RTA will be hosting a Community Career Fair at Wright Stop Plaza on Wednesday, May 24, 2023.

#### **March 2023 Financial Report**

Ms. Stanforth stated the March 2023 Financial Report was provided in today's meeting packet. Passenger fares are \$400,000 over budget because of increased ridership. Total revenue is \$1.5 million under budget due to the

higher passenger fares, offset by lower federal assistance and lower interest income. Total expenses are \$1.1 million under budget due to lower paid employee absences, fringe benefits, contract services and materials and supplies. RTA's service loss is \$1.3 million after three months which compares to a budgeted loss of \$923,000. The overall financial result is tracking closely with budget.

**Small Purchasing Information**

Ms. Howard stated the Small Purchasing Information was included in today's meeting packet. There were no questions regarding small purchases.

**Request for Executive Session**

MOTION made by Mr. Fullenkamp and SECONDED by Ms. Matthews-Stenson to RECESS into Executive Session for the purpose of discussing threatened litigation.

**Roll Call**

Ms. White -	Yes
Mr. Fullenkamp -	Yes
Ms. Hairston -	Yes
Ms. Heard -	Excused
Mr. Lumpkin	Yes
Ms. Matthews-Stenson -	Yes
Ms. Miller -	Yes
Mr. Weckesser -	Yes
Mr. Williamson -	Yes

The MOTION was APPROVED 8-0. The meeting RECESSED into Executive Session at 9:02 a.m.

Ms. White departed at 9:30 a.m.

**Reconvene to Regular Session**

MOTION made by Mr. Williamson and SECONDED by Ms. Hairston to RECONVENE into Regular Session.

**Roll Call**

Ms. White -	Excused
Mr. Fullenkamp -	Yes
Ms. Hairston -	Yes
Ms. Heard -	Excused
Mr. Lumpkin	Yes
Ms. Matthews-Stenson -	Yes
Ms. Miller -	Yes
Mr. Weckesser -	Yes
Mr. Williamson -	Yes

The MOTION was APPROVED 7-0.

The regular meeting RECONVENED at 9:36 a.m.

**Next Meeting**

The upcoming jointly held Finance/Personnel and Planning Committee meetings are scheduled for June 20 and July 18, 2023. There is a possibility the June 20, 2023 meeting will be cancelled.

**Adjournment**

With no further business, Mr. Lumpkin, acting Chair, DECLARED the meeting ADJOURNED at 9:37 a.m.

ATTEST



Sharon D. White, Chair



Mary Stanforth, Committee Secretary