

**RHODE ISLAND PUBLIC TRANSIT AUTHORITY
BOARD OF DIRECTORS**

MINUTES OF Monday, July 16, 2012 MEETING

Board Members Present: Mayor Scott Avedisian, Chairperson; Jerome Williams; Stephen Durkee; Maureen Martin, Anna Liebenow; and Margaret Holland McDuff.

Also Present: Charles Odingbe, Chief Executive Officer; Todd Gleason, (Outside Counsel); Ellen Mandly; and other members of RIPTA's staff and members of the public whose names are on the sign-in sheet.

Mayor Avedisian called the meeting to order and announced that Governor Lincoln Chafee was in attendance at today's meeting. Joining the Governor was Jamia McDonald Deputy Chief of Staff and Brian Daniels from the newly created Office of Management and Budget (OMB) under the Department of Administration. The Mayor noted that it has been many years since a sitting Governor of Rhode Island attended a RIPTA Board meeting and on behalf of the Board he expressed appreciation to the Governor and staff for making the time to be at today's meeting. The Mayor said the Governor would discuss a new study on transportation in Rhode Island that OMB is set to undertake.

Governor Lincoln Chafee thanked Mayor Avedisian for his hard work on behalf of RIPTA and then addressed the Board to discuss the new transportation study mandated by legislature to help in getting a handle on RIPTA's budget deficit. Ms. McDonald distributed a copy of the draft transportation study scope of work. The purpose is to assess the effectiveness and efficiency of specific activities, review the organizational structures and management of transportation programs, forecast future revenue and expenditure growth and make recommendations for improvements. This new study was commissioned under Brian Daniels of the Office of Management and Budget. The Governor acknowledged that in the past studies have been undertaken and this new study will look at RIPTA's progress in complying with previous study recommendations.

Governor Chafee said that Brian Daniels would work with RIPTA staff and then report their findings, recommendations and alternative designs to he and the General Assembly by November 1, 2012. The Governor offered to help in any way possible to find ways to be most efficient. Mayor Avedisian thanked the Governor for his commitment not only to mass transit, but to effective and efficient administration at RIPTA.

Jamia McDonald discussed the three practical functions of the draft scope of work in more detail. Those functions are 1) Review operations of the Rhode Island Public Transit Authority to address

the FY 2013 budget deficit; 2) Develop transportation revenue and expenditure projections to determine out-year budgetary needs and review alternate funding mechanisms; and 3) Fulfill the statutory requirements of the FY 2013 budget act. She stressed their goal to work with the Board and staff to ensure that the study is comprehensive, timely and addresses all of RIPTA's concerns.

The Chairman asked for questions and Mr. Lewis said that transportation is interrelated therefore roads and bridges are equally as important as the buses. He added that he applauds the Governor's initiative and he pledged RIDOT's support in making this endeavor as efficient as possible. The Governor responded that RIDOT is included in the study.

Mr. Williams welcomed the Governor and his staff and said the Board appreciates the review being conducted and he believes it will support reviews already underway internally and he asked that the CEO and Board be given regular updates. Ms. Holland McDuff also expressed support for the study, as did Ms. Martin who commented that she is aware that the Governor is a huge supporter of public transportation.

Governor Chafee pointed to the example of success at DMV and said that if you focus on the challenges, good things can happen and he hopes for the same success at RIPTA. Ms. McDonald said a similar review team made up of persons with operations and financial experience is being put together.

Charles Odimgbe thanked the Governor and his staff for making the time to be at today's meeting and said he is looking forward to working with the team on this study. Mayor Avedisian noted that the first Governor Chafee helped to found RIPTA over 50 years ago and it's nice to see that same level of commitment from the Governor today.

Mr. Lewis reiterated the significance of the Governor's attendance at today's meeting which he said attests to this administration having transportation on their radar screen. Mayor Avedisian said he communicates weekly with the Governor's office about the challenges at RIPTA and the lines of communication will remain open during the study. Ms. Holland McDuff then recognized Charles Odimgbe and the Executive Committee members for their commitment to keeping the Governor's office informed.

Those present gave the Governor a round of applause before his departure.

Agenda Item 1: Vote on June 18, 2012 Meeting Minutes

Mayor Scott Avedisian noted one change made by Ms. Mandly on page 6 then asked the Board members if they had an opportunity to review the minutes of the meeting held on June 18, 2012. The members indicated that they had and Ms. Martin made a motion to

approve the change on page 6 and Mr. Lewis seconded. Mr. Williams made a motion to approve the full minutes and Mr. Durkee seconded the motion. Both motions passed unanimously and the minutes of the meetings held June 18, 2012 were approved as amended.

Agenda Item 2: Accessible Transportation Advisory Committee Presentation

Anna Liebenow introduced Angelina Stabile and Will Potter from the Accessible Transportation Advisory Committee (ATAC) to give their presentation. Ms. Stabile

began the presentation by reading the agenda items from their PowerPoint presentation, which were: History of ATAC; ATAC membership; ATAC's purpose; ATAC's current role at RIPTA; other benefits to RIPTA; accomplishments; and goals.

Next Will Potter discussed in some detail the ATAC members, ATAC's purpose as a voice for the disabled community and as advocates for changes that will result in increased accessibility. Mr. Potter also discussed their current role monitoring safety issues and reporting on such things as ADA monitoring, wheelchair lift failure, and overall accessibility. Mr. Potter noted that the monitoring of ADA announcements had raised RIPTA's compliance from 61% in March 2011 to 81% in March 2012. He said ATAC provides feedback in these areas to help RIPTA improve service to the disabled community and they also works as advocates at the State House and other

community and public meetings for better funding for RIPTA and also advocate for better driving training programs and perform lobbying for additional accessible transportation.

Mr. Potter said that ATAC provides other benefits for RIPTA such as promoting the use of public transportation to those who want to learn to travel independently and provides RIPTA with input for federal programs requiring input from their community.

Finally Mr. Potter listed some of ATAC's accomplishments such as advocating for wheelchair accessible taxi service in Rhode Island, lobbying to keep the photo ID office in Kennedy Plaza and actively working with RIPTA to achieve a good working relationship with the disabled community.

Ms. Stabile then read the PowerPoint discussing ATAC's three future goals: 1) establish a stronger relationship with RIPTA's Board of Directors; 2) ATAC representation during decision making process; and 3) Increase presence at RIPTA Board meetings. With this Ms. Stabile completed the presentation and asked if there were any questions.

Mayor Avedisian thanked Anna Liebenow, Ms. Stabile and Mr. Potter. Mr. Durkee commended ATAC for assisting in raising our ADA announcement percentage. Mr. Odimgbe then gave a brief description of how ADA announcements are monitored.

Ms. Martin also thanked the ATAC presenters and Ms. Liebenow for their dedicated efforts on behalf of the disabled and their assistance to RIPTA to help us provide better service.

Mayor Avedisian asked Ms. Mandly to get a copy of today's ATAC PowerPoint presentation to the full Board.

Agenda Item 3: Public Comment

Before asking for public comment Mayor Avedisian announced that there would be no August Board of Directors meeting.

Mayor Avedisian began the public comment by recognizing ATU President Paul Harrington. Mr. Harrington expressed his appreciation for the Governors visit and taking the time to make his remarks which he said he found reassuring and he felt that by his presence here today the Governor has shown his commitment to mass transit in Rhode Island.

Transit advocate Don Rhodes from the RIPTA Riders Alliance spoke next and thanked the Governor for being at the meeting today. He said he appreciated the presentation by the ATAC members who help RIPTA to keep improving. He also commended the RIPTA Board members for their fortitude in holding off on cuts and layoffs. He said the Riders Alliance strongly urges the Board, management and Labor

to continue to work together to build support for the funding RIPTA needs both short and long term. He said the RIPTA Riders Alliance is looking forward to helping in any way we can to achieve these goals.

Mayor Avedisian recognized former Board Chair Bob Batting who said he spent five years on the RIPTA Board and he takes transit seriously and he believes the Abrams Report highlighted a lot of things that need to be applied at RIPTA. Mr. Batting said the State of Delaware is a good model because it is of a comparable size.

Mr. Batting is of the belief that individual agencies such as RIPTA, RIDOT, and the Airport Corporation should be abolished and one umbrella transit agency should be formed under Michel Lewis. He commented that the size of RIPTA's deficit is shocking and then asked if RIPTA employed any lobbyists. The Mayor responded that we have two lobbyists and said we would forward Mr. Batting more information.

Next the Chairman recognized Victoria Handy a member of ATAC and RIPTA Riders Alliance. Ms. Handy said she simply wished to reiterate the comments of others at today's meeting regarding the importance of RIPTA to Rhode Island.

Dukly Soko a retired RIPTA employee spoke next and referenced the late Senator John Chafee saying he established the Rhode Island Public Transit Authority. Mr. Soko posed the question: will his son

let the torch die or keep the torch burning for all.

Agenda Item 4: Chief Executive Officer's Report

Charles Odimgbe began his report by asking if there were any questions related to the E-Team meetings report. Mayor Avedisian asked about the Kennedy Plaza project and the CEO said the bathroom construction project is moving forward and he is finalizing the timeline. There will be a presentation on plans for Kennedy Plaza later in the meeting.

Mr. Odimgbe said he had made some changes to the ATMS project as a whole, which he had discussed with the executive committee. He said he scheduled a meeting with the security camera manufacturers and the ATMS team to discuss how to harness synergies and the potential for a single wireless network for the entire RIPTA property. He said he does not yet know if there is a technical hindrance, but he thinks this is achievable. He reminded the Board that when we procured the ATMS contract it came with eleven cameras, and now the new contract covers the entire fleet so we need to determine what to do with those eleven cameras. He plans to try to negotiate some credits for the cameras. The next meeting to discuss these issues is in one week. The Mayor asked about the timeline and the CEO said we are still planning for an August installation.

Next Mr. Odimgbe asked if there were questions on the ARRA report

or the COA. There were no questions but the Mayor commented that the Board must remain involved in the COA process.

Mr. Odimgbe addressed the KPI's and noted that the MDBF is dropping due to old Ride buses, but said this should be resolved when the new buses arrive. On the fixed side of operations, he said there are a lot of warranty issues that we are checking into. He said that sometimes you just get a bad batch of buses and this batch seems to have a lot of a/c issues. He and staff are talking to the manufacturer Gillig Corporation and deciding if we need a campaign to address these issues. Bernie Harwood interjected that a 10% failure in a fleet is considered a "fleet defect" and would justify the need for a campaign and we are only one vehicle away from the 10% benchmark. The CEO said that Gillig is usually very responsive.

Regarding Air Quality Alerts Mr. Odimgbe said he is impressed with staff's planning and that they did a good job of getting riders to the beach and home by doing some preprogramming. Mayor Avedisian remarked that the Mayor of Newport said we did a good job handling the riders attending the America's Cup and Tall Ship events.

The CEO discussed the Kennedy Plaza reengineering which is on the agenda for discussion later in the meeting. He said this procurement will not be the end, as there are various issues of concern at Kennedy Plaza that need to be addressed and the conversation will continue. He said that the ultimate goal is to improve the riding experience.

Agenda Item 5: FY 2013 Capital Budget & FY 2014 – 2017 Capital Improvement Plan

Lilly Picchione addressed the Board to discuss the FY 2013 Capital Budget and FY 2014 – 2017 Capital Improvement Plan and introduced Bill Rush who she said would discuss changes since last month's presentation.

Mr. Rush began by giving a recap of the timeline. First he said the Capital Budget and Capital Improvement plans had to be consistent with the strategic plan and once this was done go before the E-Team to vet, prioritize and find funding. In June the Finance Committee reviewed the assumptions and now the final budgets are before the Board for approval today with updated assumptions based on comments made at previous meetings. Mr. Rush noted that the capital budget is a working document and as changes are made they will come before the Board for approval. Mr. Rush then went over all of the assumptions and changes made from previous meetings as outlined in the Board report and he discussed same with additional commentary from Ms. Picchione.

Mr. Odimgbe reiterated that this is a living document that will be discussed each year and then he answered questions regarding the security cameras, non-revenue vehicles, hybrid vehicles and shelters. Ms. Picchione also discussed the funding for the various projects.

Following the question and answer period Michael Lewis made a motion to approve the FY 2013 Capital Budget and FY 2014 – 2017 Capital Improvement Plan as presented by staff. Jerry Williams seconded the motion and the motion passed unanimously.

Following the vote Ms. Picchione announced that APTA sent out a link with federal funding estimates for MAP-21 prepared by FTA/DOT for the congressional transportation authorizing committees. She said that the numbers are not exact, but seem like a solid estimate of the funds we'll have available in the next several years. She said the tables show that the Providence, RI – MA UZA is set to receive Section 5307/5340 Urbanized Area funds of about \$34.6 million in FY 2013 and \$35.0 million in FY 2014.

Ms. Picchione noted that this is an increase from the \$34.1 million received in FY 2011 and these funds will then be further split with GATRA and SRTA. She cautioned that this is preliminary information, but still encouraging news as we had feared a 33% drop and we have retained Section 5340 funds.

The CEO then noted that we are out of compliance on 3 out of 8 areas in the EEO audit. He said he would mail a copy of the final report to the Board members.

Agenda Item 6: Enterprise-wide Software Solution & Hardware for Enterprise-wide Software Solution

Vinny Reina addressed the Board to discuss the Enterprise-wide Software Solution and Hardware for the Enterprise-wide Software Solution. Mr. Reina said last month they presented the informational piece described in the solution that had evolved from our initial project providing for the fleet management package and now we have an opportunity to expand it to an enterprise-wide solution for our asset management. He said the capital improvement plan earmarked the actual grant funding which is not to exceed \$1.3 million which would include hardware and software.

Mr. Reina said staff is looking for approval of this sole source procurement and noted that we already are licensed owners of Sungard software so no additional licensing is needed. He said staff is seeking approval of this procurement for the upgrade to One Solution Software by SunGard Public Sector as RIPTA's enterprise-wide solution and this approval includes procurement of supporting hardware to be purchased through Rhode Island's MPA list.

Mr. Lewis asked about the timeline and Mr. Reina admitted it is very ambitious and scheduled to begin at the end of this month, following Board approval. Mayor Avedisian asked about the timeline for using the federal funding and Mr. Reina said they must be used by May 2013.

Mr. Odimgbe said he needs to be more effective and adding the

finance software component is key. The finance software is a component to the ATMS, which anchors everything.

M. Lewis asked if the software in question is beta or a proven product and Mr. Odimgbe said we will be in a quasi-beta area with the maintenance portion only. Mr. Reina added that this software would streamline the process of RIPTA getting reimbursed for such things as warranty items. Mr. Williams said staff should look at process reengineering to find best practices and the CEO agreed and said he does not want to go back to business as usual.

Following the presentation Ms. Holland McDuff made a motion to approve the Enterprise-wide Software Solution and Hardware for the Enterprise-wide Software Solution as presented by staff and Mr. Durkee seconded the motion. The motion to approve the Enterprise-wide Software Solution and Hardware for the Enterprise-wide Software Solution passed unanimously.

Agenda Item 7: Kennedy Plaza Engineering

Charles Odimgbe addressed the Board and said he is taking a holistic look at Kennedy Plaza and looking to rebrand the whole area. The first step in the process is renovating the bathrooms and he began by looking at the undesirable activities in Kennedy Plaza and then asked for a redesign that would limit these activities.

The CEO and Ed Scott distributed three potential floor plan layouts

and Mr. Odimgbe discussed each one. The first floor plan would be least invasive and leaves everything alone except the driver lounge area and the bathrooms. The second floor plan has more changes and suggests bringing in an anchor tenant into the historical portion of the building, ensuring that all transactions happen outside the main structure. And the third floor plan would change the ticket office, the Peter Pan area and the photo ID area and allow for the use of interior tables and 2 or 3 single use bathrooms with outside access. He said the goal of today's discussion was to give a broad overview of the options available and to report that we are working with the downtown parks people and other stakeholders to get their input.

Anna Liebenow commented that she had been concerned about passenger protection from the elements and she was glad to hear that this will be addressed. Mr. Odimgbe said his mantra to staff has been that the comfort of the riders can't be compromised.

Agenda Item 8: Executive Session Pursuant to RIGL 42-46-5(a)(1) for Discussions

and/or Action Related to the Job Performance, Character or Physical or Mental Health of a Person

Mayor Avedisian asked for a motion to convene to executive session pursuant to RIGL 42-46-5(a)(1) for Discussions and/or Action Related to the Job Performance, Character or Physical or Mental Health of a

Person Mr. Lewis read the law to go to executive session and made the motion. Ms. Holland McDuff seconded the motion and a roll call vote was taken. The motion to adjourn to executive session passed unanimously.

Following the Board's return to open session Mr. Lewis made a motion to seal the minutes of the executive session. Mr. Durkee seconded the motion, and it passed unanimously.

Agenda Item 10: Adjournment

Mayor Scott Avedisian asked for a motion to adjourn the meeting. Michael Lewis made the motion which was seconded by Jerry Williams. The motion was unanimously approved and the meeting was adjourned.

Respectfully submitted,

**Ellen M. Mandly
Recording Secretary**