



CDTA COMMITTEE AGENDA
Board Operations Committee
Via Microsoft Teams & 110 Watervliet Avenue, Albany
Wednesday, January 17, 2024 at 9:15am

Committee Item	Responsibility
Call to Order	Jayne Lahut
Approve Minutes of Wednesday, December 6, 2023	Jayne Lahut
Administrative Discussion Items	
• Review Committee Agendas for January	Everyone
• Review Board Member Committee Assignments	Jayne Lahut
• Board Seats and Appointment Process	Carm Basile
• State Advocacy Update	Lisa Marrello
Adjourn	Jayne Lahut
Next Meeting	
Wednesday, February 14, 2024 at 9:15am via Microsoft Teams and at 110 Watervliet Ave	

Capital District Transportation Authority Board Operations Committee

Meeting Minutes – December 6, 2023 at 9:15 am; 110 Watervliet Avenue, Albany

In Attendance: Jayme Lahut, Mike Criscione, David Stackrow, Dan Lynch, Carm Basile, Amanda Avery, Mike Collins, Chris Desany, Lance Zarcone, Jaime Kazlo, Trish Cooper, Vanessa Fox

Meeting Purpose

Regular monthly meeting of the Board Operations Committee. Jayme Lahut noted that a quorum was present. Minutes from the October 12, 2023 meeting were reviewed and approved.

Administrative Discussion Items

- We reviewed agendas and activities for the December committee meetings. The committee also reviewed the meeting schedule for 2024.
- Board members and senior staff gathered on November 16, for our annual retreat. We discussed CDTA's success, ways to achieve greater success and obstacles that may get in the way. Members were briefed on recent customer survey results, how CDTA monitors and the tracks customer experience through TransDASH, and how the agency compares to others.
- Mark Castiglione, Executive Director of the Capital District Regional Planning Commission led a discussion on the changing demographics of the region and what those changes mean for CDTA.
- The retreat concluded with the Board looking into the future and identifying the attributes needed to drive CDTA's success in the next few years. Great job by Mark Aesch and James Rubin who led and guided our discussion. Their work resulted in an excellent retreat.
- Mike Collins and Trish Cooper provided a budget update. A budget adjustment will be recommended by the Strategic Planning Committee.
- We are in a good position to improve our system, to make it safer and more attractive. We continue to work with our lobbyist and the New York Public Transit Association to encourage increased state funding.
- Our DEI work continues with Tangible Development to make CDTA more diverse, inclusive, and welcoming. This is a continual process, and Tangible is helping to inform and guide our work.

Next Meeting

Wednesday, January 17, 2024 at 9:15am via Microsoft Teams or at 110 Watervliet Avenue.