



**CDTA COMMITTEE AGENDA**  
**Board Operations Committee**  
**Via Microsoft Teams**

**Wednesday, June 10, 2020 at \*10:15 AM\* (110 Watervliet Avenue, Albany)**

<b>Committee Item</b>	<b>Responsibility</b>
Call to Order	Jayne Lahut
Ascertain Quorum & Approve Agenda	Jayne Lahut
Approve Minutes of Wednesday, May 13, 2020	Jayne Lahut
<b>Consent Agenda Items</b>	
<ul style="list-style-type: none"><li>• No Items Scheduled</li></ul>	
<b>Administrative Discussion Items</b>	
<ul style="list-style-type: none"><li>• Review Committee Agendas for June</li><li>• Strategic Planning Update</li><li>• Legislative Update</li><li>• COVID-19 Update</li><li>• Back to Business Plan</li></ul>	Staff Liaisons Carm Basile Lisa Marrello Carm Basile Carm Basile
<b>Governance/Policy Issue Discussion Items</b>	
<ul style="list-style-type: none"><li>• No items scheduled</li></ul>	
<b>Executive Session</b>	
<ul style="list-style-type: none"><li>• No items scheduled</li></ul>	
Adjourn	Jayne Lahut
Next Meeting: Wednesday, August 12, 2020 at 9:15am via Microsoft Teams	

## **Capital District Transportation Authority Board Operations Committee**

**Meeting Minutes – May 13, 2020 at 9:15am; 110 Watervliet Avenue, Albany**

In Attendance: Jayme Lahut, Dave Stackrow, Denise Figueroa, Mike Criscione, Georgie Nugent, Jackie Falotico, Carm Basile, Amanda Avery, Mike Collins, Chris Desany, Lance Zarcone, Jaime Watson, Vanessa Salamy

### **Meeting Purpose**

This was the regularly scheduled meeting of the Board Operations Committee. Chairman Lahut noted that a quorum was present. Minutes from the April 15, 2020 meeting were reviewed and approved.

### **Consent Agenda Items**

No items scheduled.

### **Administrative Discussion Items**

- The committee reviewed agendas for the month of May. We continue to host meetings via Microsoft Teams, and it is working well.
- We have drawn from the CARES grant and are using the funds appropriately and anticipate it will help us to manage expenses and cash flow through the middle of the summer. We will provide more specific updates at the Performance Monitoring Committee meetings.
- The staff Leadership Team is meeting with Barbara Gannon next week to continue work on the Strategic Plan. They are working on a set of goals for each Strategic Pillar. This will provide a framework for us to talk about when we next meet with Barbara.
- Lisa Marrello provided the committee with a glimpse of state funding issues and how this is tied into federal stimulus funding discussions. The most pressing issue is the schedule for STOA payments. Lisa and her team will provide updates as developments occur.
- Carm provided an update on our COVID-19 work. We continue to work on ways to keep employees and customers safe. At the same time, we are shifting our attention to a phased reopening of services. This includes new expectations for maintenance, cleaning and social distancing. Our approach is thoughtful and will align with guidance from the Governor and the CDC. It will use industry best practices and will be designed to thank customers and welcome them back to CDTA. More to follow on this.

### **Next Meeting**

Wednesday, June 10, 2020 at 10:15am via Microsoft Teams.