



# **CDTA COMMITTEE AGENDA**

## **Board Operations Committee**

### **Via Microsoft Teams or In-Person**

**Wednesday, September 16, 2020 at 9:15am (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, August 12, 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 November/December Board Calendar</li><li>• Review Committee Agendas</li><li>• Lobbying Services</li><li>• Electrification of Fleet (Continued Discussion)</li></ul>	Carm Basile Staff 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, October 14, 2020 at 9:15am via Microsoft Teams/Board Room

## **Capital District Transportation Authority**

### **Board Operations Committee**

**Meeting Minutes – August 12, 2020 at 9:15am; 110 Watervliet Avenue, Albany**

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

#### **Meeting Purpose**

- The Board and Staff Leadership team have finalized the framework for our strategic plan. This consists of a new mission statement and seven strategic pillars, which speak to the priorities and direction of the organization.
- The pillars will help us organize work, develop initiatives, and monitor progress. They will be engrained in company activities and drive efforts to widen the mobility options we offer; they can be updated and modified as appropriate.
- This framework will guide the strategic plan to its final form. Staff is working with a communications partner to develop collateral materials that will explain the plan to employees, to customers and community leaders.
- Thank you to board members and staff team for sticking with this during tough times.
- It is important for the board to take formal action on the framework and memorialize that work that we have done. The Strategic Framework and Mission Statement will be recommended to the Board for approval.

#### **Administrative Discussion Items**

- The committee reviewed agendas for August.
- We discussed the contract negotiations, which will begin in spring 2021. The agreement with the Amalgamated Transit Union, Local 1321 expires in June 2021. This will be a continuing discussion item.
- We talked about our work to advance the electrification of the fleet and the requirements of our facilities. There is deep interest in this work and some commitments to fund it. Lots of things to understand and implications for bus purchases, facility design and expansion. This will be a continuing discussion item.
- We also talked about the Troy Transit Center and ways to improve customer facilities in downtown Troy. It is not likely that the Uncle Sam garage location can be developed as originally proposed; staff is evaluating other opportunities in downtown Troy.

#### **Next Meeting**

Wednesday, September 16, 2020 at 9:15am via Microsoft Teams or at 110 Watervliet Avenue.