



CDTA COMMITTEE AGENDA

Board Operations Committee

Via Microsoft Teams or In-Person

Wednesday, February 10, 2021 at 9:15am (110 Watervliet Avenue, Albany)

Committee Item

Responsibility

Call to Order

Jayme Lahut

Ascertain Quorum & Approve Agenda

Jayme Lahut

Approve Minutes of Wednesday, January 13, 2021

Jayme Lahut

Administrative Discussion Items

- Advocacy Update
- Review February Agendas
- COVID/Vaccine Update
- Budget Update

Lisa Marrello
Staff
Carm Basile
Mike Collins

Adjourn

Jayme Lahut

Next Meeting: March 17, 2021 at 9:15am via Microsoft Teams/Board Room

Capital District Transportation Authority

Board Operations Committee

Meeting Minutes – January 13, 2021 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 committee reviewed agendas for the January meetings and Carm presented an update on COVID-19 and its impact on CDTA and the services we provide.
- The company has developed procedures to keep employees and customers safe. Despite that, there are a number of employees who have tested positive or are in quarantine status – this impacts the operation and has changed the way the human resource department functions. Lots of new procedures and lots of change.
- We are looking to make the Health Center a vaccination site and plan to introduce COVID testing soon. Carm will talk about this in his CEO report.
- Carm also provided a close out report on the company work plan for 2020-2021. Despite the impacts of COVID, CDTA forged ahead to complete our Strategic Plan, we launched our second BRT service, we expanded the CDPHP *Cycle!* and we are improving and adding to Flex service.
- A successful year with lots of accomplishments – stay tuned, more to come.
- The committee discussed a pending legal matter, which will be addressed in executive session at the board meeting.

Next Meeting

Wednesday, February 10, 2021 at 9:15am via Microsoft Teams or at 110 Watervliet Avenue.