



CDTA COMMITTEE AGENDA
Board Operations Committee
Via Microsoft Teams or In-Person
Wednesday, May 12, 2021 at 9:15am (110 Watervliet Avenue, Albany)

Committee Item	Responsibility
Call to Order	Jayne Lahut
Ascertain Quorum & Approve Agenda	Jayne Lahut
Approve Minutes of Wednesday, April 14, 2021	Jayne Lahut
Administrative Discussion Items	
• Review June Agendas	Staff
• CEO/Company Workplan – Looking Ahead	Carm Basile
• New Board Members – Onboarding	Carm Basile
• Board/Committee Meetings – Agenda Composition	Jayne Lahut
Adjourn	Jayne Lahut
Next Meeting: August 18, 2021 at 9:15am via Microsoft Teams/Board Room	

Capital District Transportation Authority

Board Operations Committee

Meeting Minutes – May 12, 2021 at 9:15am; 110 Watervliet Avenue, Albany

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

Meeting Purpose

Regular monthly meeting of the Board Operations Committee. Jayme Lahut noted that a quorum was present. Minutes from the April 14, 2021 meeting were reviewed and approved.

Administrative Discussion Items

- The committee reviewed agendas for the meetings in May and heard an advocacy update from Lisa Marrello. The state budget process is complete, and we continue to work with elected leaders to strengthen the fund sources for State Operating Assistance. We continue our advocacy efforts with Montgomery County service where there is strong support for CDTA.
- Carm presented a review of the CEO and company workplan from the last 12 months. Lots of accomplishments and advancements during the year and CDTA continues to move forward.
- Carm also provided a COVID update through April 2021. A nice slowdown with only a few positives and quarantines among our workforce, as the company adjusts to what we hope will be “post” pandemic. There is still some work to be done in vaccinating the remainder of the workforce.
- Chris Desany led a discussion on Key Performance Indicators. We talked about different ways to show information and specific areas where measurements are available. Lots of data available to work with and almost everything we do can be measured, displayed, and reported on. This includes electronic mediums where board and staff members can look at data and drill deeper into subject areas, either on their own or as part of a committee meeting.

Next Meeting

Wednesday, June 16, 2021 at 9:15am via Microsoft Teams or at 110 Watervliet Avenue.