



CDTA COMMITTEE AGENDA
Board Operations Committee
Via Microsoft Teams & 110 Watervliet Avenue, Albany
Wednesday, September 14, 2022, at 9:15am

Committee Item	Responsibility
Call to Order	Jayne Lahut
Approve Minutes of Wednesday, June 15, 2022	Jayne Lahut
Administrative Discussion Items	
• Review September Committee Agendas	Everyone
• Board Retreat – November	Carm Basile
• Service and Headcount Update	Carm Basile
• Advocacy Update	Lisa Marrello
Adjourn	Jayne Lahut
Next Meeting	
Wednesday, October 12, 2022 at 9:15am via Microsoft Teams and at 110 Watervliet Ave	

Capital District Transportation Authority Board Operations Committee

Meeting Minutes – June 15, 2022 2022 at 9:15am; 110 Watervliet Avenue, Albany

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

Meeting Purpose

Regular monthly meeting of the Board Operations Committee. Jayme Lahut noted that a quorum was present. Minutes from the May 11, 2022, meeting were reviewed and approved.

Administrative Discussion Items

- We reviewed the committee agendas and activity for meetings that were held in June.
- The summer meeting schedule was reviewed. The Board will take July off, subject to the call of the chair.
- In August, the Board will meet on Wednesday, August 31. We will stack committee meetings on one day the week before the board meeting (likely to be on August 24 or 25).
- To comply with recent changes to the NYS Open Meeting Law, we will require that members attend Board of Directors Monthly meetings in-person. We will maintain our Microsoft Teams function and members can participate virtually, but their attendance will not count towards a quorum, and they will not be able to vote on resolutions or other action items.
- Our attendance and retention programs have been well-received. The pilot program has had a 74% participation rate from employees. Retention efforts are ongoing, and we continue to focus our efforts on work life balance issues. These programs will take a few months of operation before we draw any conclusions.
- Carm provided an update on Warren County. We continue to meet and discuss a merger with Glens Falls officials and are having conversations with Warren County Supervisors. Lots of details to sift through and this will continue through the summer.

Next Meeting

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