

MINUTES
MEETING OF THE BOARD OF DIRECTORS
BUSINESS MANAGEMENT COMMITTEE
METROPOLITAN ATLANTA RAPID TRANSIT AUTHORITY
NOVEMBER 19, 2020

The Board of Directors Business Management Committee meeting was called to order at 11:13 a.m., Thursday, November 19, 2020, via WebEx, Atlanta, Georgia.

Board Members Present

Roberta Abdul-Salaam
Jim Durrett
Roderick Edmond
William Floyd
Roderick Frierson (**Chair**)
Jerry Griffin
Freda Hardage
Alicia Ivey
John Pond
Rita Scott
Christopher Tomlinson*

Staff Members Present

Jeffrey Parker
Rhonda Allen
Luz Borrero
Collie Greenwood
Kevin Hurley
Michael Kreher
Melissa Mullinax
Elizabeth O'Neill
Franklin Rucker
David Springstead
Jonathan Hunt

Other staff members in attendance: Kirk Talbott, Marsha Anderson Bomar, LaShanda Dawkins, Steven McClure, Paula Nash, Stephany Fisher, Erica Pines, Donna Jennings, Sean Thomas, Colleen Kiernan, Tyrene Huff and Marie Peters.

1. **Approval of November 2, 2020, Business Management Committee Meeting Minutes**

On a motion by Mr. Pond, seconded by Ms. Abdul-Salaam, the minutes were unanimously approved by a vote of 10 to 0 with 10 members present.

2. **Resolution Authorizing the Award of Contract for the Procurement of Cisco Collaboration Flex Plan, IFB B46939**

Kirk Talbott, AGM Technology/CIO presented the above resolution for approval.

* Board member Christopher Tomlinson joined the meeting after the vote for approval of the minutes.

* Christopher Tomlinson is the Executive Director of Georgia Regional Transportation Authority (GRTA) and is therefore, a non-voting member of the MARTA Board of Directors.

The purpose of this resolution allows the Authority to renew licenses and maintenance for the telephone system.

On a motion by Mrs. Hardage, seconded by Mr. Durrett, the resolution was unanimously approved by a vote of 10 to 0 with 11* members present.

3. **Resolution Authorizing Renewal of MARTA's Excess Operating Property and Liability Insurance Programs for 2021**

Donna Jennings, Director Risk Management presented the above resolution for approval.

- Renew excess liability insurance coverage
 - Facing significant challenges as the market is forcing companies to take on higher retention
- Change structure of excess liability insurance program
 - Due to changes in the insurance market, MARTA will need to change the restructuring of the 2021 insurance plan
 - Restructuring upper layer to account for pricing and coverage availability
- Renew excess property insurance coverage
 - MARTA's goal is to drive the cost down within the market constraint

On a motion by Mr. Durrett, seconded by Mr. Griffin, the resolution was unanimously approved by a vote of 10 to 0 with 11* members present.

4. **Resolution Authorizing the Award of a Contract for the Procurement of Drug & Alcohol Software, RFP P43284**

Steven McClure, Director Human Resources presented the above resolution for approval.

- This resolution would allow MARTA to:
 - To comply with the Federal Transit Associate drug and alcohol program
 - Covers three thousand one hundred and fourteen (3,114) MARTA employees in safety-sensitive positions
 - Pre-employment drug and alcohol test
 - Migrate to cloud-based software that would enable the Authority to track and satisfies pre-employment, visible suspicion, post accidents, and random drug test

On a motion by Mr. Durrett, seconded by Mrs. Hardage, the resolution was unanimously approved by a vote of 10 to 0 with 11* members present.

5. **Briefing – FY 2021 First Quarter Financial Highlights and Financial Key Performance Indicators**

The Board received an update on the following:

- Year-to-date operations performance
 - net revenue exceeded the budget and met expenses
- Year-to-date operating revenue and expenses (FY2021 first quarter)
 - Net total was over-budgeted
 - Passenger budgeted revenue is significantly lower due to COVID-19
 - Expenses are lower due to a significant number of vacancies (salaries and wages) and also employees not utilizing healthcare benefits (doctor appointments/visits)
- Sales tax required to fund operating expense (FY2021 first quarter)
 - Cares Act fund was instrumental to MARTA's meeting operations expense
- FY2021 Re-forecast passenger revenue
 - Passenger revenue is seen as an impact from COVID-19; however, there is a slight passenger revenue increase as front door boarding reintroduced
- Overtime expenses
 - MARTA continues to work diligently to curb overtime expenses
- Passenger revenue
 - MARTA continue facing challenges with passenger revenue

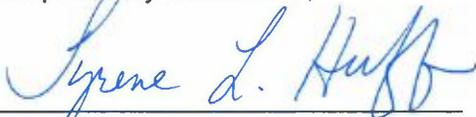
6. **Other Matters**

- a. FY 2021 Current Month (September) Financial Highlights - (Informational Only)
- b. FY 2021 First Quarter Financial Performance Indicators - (Informational Only)

Adjournment

The meeting adjourned at 12:01 p.m.

Respectfully submitted,



Tyrene L. Huff
Assistant Secretary to the Board