

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF
ROCHESTER-GENESEE REGIONAL TRANSPORTATION AUTHORITY
AND ITS SUBSIDIARIES
June 25, 2020**

A. Roll Call and Determination of Quorum

The meeting was called to order at 12:07pm by Chairman Donald Jeffries who determined that a quorum was present.

Attending Virtually on Roll Call:

➤ County of Monroe	Don Jeffries	=	15 votes
➤ City of Rochester	William Ansbro	=	2 votes
➤ City of Rochester	Jerdine Johnson	=	2 votes
➤ City of Rochester	William McDonald	=	2 votes
➤ County of Ontario	Geoff Astles	=	3 votes
➤ County of Orleans	James R. Bensley	=	1 vote
➤ County of Seneca	Edward W. White	=	1 vote
➤ County of Wayne	Michael P. Jankowski	=	3 votes
➤ County of Wyoming	Rich Kosmerl	=	1 vote
➤ Amalgamated Transit Union	Jacques Chapman	=	<u>0 votes</u>

Total Votes Possible	30
Total Votes Present	29
Votes Needed for Quorum	16

Others Present:

Scott Adair, Chief Financial Officer
 Jason Barnett, Manager of Technical Systems Support
 David Belaskas, Director of Engineering & Facilities Management
 Tom Brede, Public Information Officer
 Julie Boasi, Director of Service Planning
 Ken Boasi, Director of Regional Operations
 Mike Burns, Director of Accounting Services
 Bill Carpenter, Chief Executive Officer
 Myriam Contiguglia, Engineering & Facilities Management Coordinator
 David Cook, Purchasing Manager
 Jay Corey, Director of Maintenance Systems & Quality
 Daniel DeLaus, Chief Legal Counsel
 Chris Dobson, VP of Transportation Services
 Renee Elwood, Director of Well-Being & Inclusion
 Caitlin Farley, Retirement & Benefits Specialist
 Justin Feasel, Manager of Purchasing & Project Management
 Amy Gould, Chief People Officer
 Krystle Hall, Director of People Performance & Development

Brandon Hettler, Technical Support Administrator II
Laura Kenyon, Director of Communications & Customer Engagement
Rusty Korth, VP of Maintenance
Chris Mahood, Director of Information Technology
Erin McCormick, Engineering Manager
Sara Molyneux, Policies, Procedures, Technical Documents Manager
Jamie Mott, Director of Paratransit Services
Sharon Muir-Eddy, Director of Budget
Kelly Parisi, Executive Assistant to the CEO
Earl Pearson, Mobility Services Manager
Aracelis Perez-Diaz, Customer Relationship Marketing Specialist
Jason Smalling, Senior Budget Analyst
Janet Snyder, Labor Relations Director
Jim Stack, Executive Director, GTCS
Adam Swift, Business Analyst II
Dawn Sywulski, Manager of Contract Administration
Miguel Velazquez, Chief Operating Officer

B. Adoption of the Agenda

On motion of Commissioner McDonald, seconded by Commissioner Kosmerl, the Agenda was unanimously adopted.

C. Approval of Minutes

On motion of Commissioner Astles, seconded by Commissioner McDonald, the following minutes were unanimously approved.

- RGRТА Finance & Investment Committee Minutes of May 7, 2020
- Quarterly Board Meeting Minutes of May 7, 2020
- RGRТА Audit Committee Meeting Minutes of June 4, 2020
- RGRТА Compensation Committee Meeting Minutes of June 12, 2020

D. CEO Report

Bill Carpenter, Chief Executive Officer, presented the monthly CEO Report including presentations from Chris Dobson, VP of Transportation Services on OTP at RTS Monroe, Miguel Velazquez, Chief Operating Officer on Responding to COVID-19, and Amy Gould, Chief People Officer on Reopening the Workplace, and, and Miguel Velazquez, Chief Operating Officer, Reinstating Normal Service, RTS Go & Title VI Analysis and Reimagine RTS Update. The power point presentations are attached to these Minutes.

TOPS Report- FY 2020-21 TOPS Goals:

- *Commissioner Ansbro commented that he appreciates Mr. Carpenter's advancement on the revised FY 2020-2021 TOPS goals and that the Compensation Committee has discussed the TOPS Metrics.*

RTS Progress Through the Pandemic- RTS Go & Title VI Analysis:

- *Commissioner McDonald asked if the RTS Go Card and mobile ticketing is for the entire system. Miguel Velazquez, Chief Operating Officer, stated that this is only for the RTS Monroe. Commissioner McDonald asked if we are using RouteMatch for the mobile ticketing. Mr. Velazquez responded that we are using Masabi for mobile ticketing and RouteMatch for the On-Demand service with Reimagine.*
- *Commissioner Chapman asked if the Operators will have training on RTS Go. Miguel Velazquez, Chief Operating Officer, stated that we started last week, card readers are in the employee break rooms and a bus will be stationed at the back patio for Operators to train on. We also have training materials that we will be handing out for the Operators and customers.*
- *Commissioner McDonald added that we have implemented so many best practices and we have done so much for the Community during the pandemic.*

Reimagine RTS Update:

- *Commissioner Kosmerl asked when we do open up more in July what will the seating requirements be on the buses. Miguel Velazquez, Chief Operating Officer, responded that they will remain around 15 customers and we will continue to reevaluate those numbers as the State continues to reopen. Bill Carpenter, Chief Executive Officer, also added that in the Regionals we are looking to have one customer per bench seat and they must wear a mask.*
- *Commissioner Ansbro thanked Bill Carpenter for taking special notice of those customers that are in poverty.*
- *Commissioner Johnson thanked the entire team for everything that the Authority has done during the pandemic.*
- *Bill Carpenter, Chief Executive Officer, thanked Commissioner Chapman for his leadership through the pandemic. Commissioner Chapman stated that everyone appreciates everything that has been done to protect our employees.*

On motion of Commissioner Johnson, seconded by Commissioner Bensley, the CEO Report was accepted by unanimous vote.

E. Financial Report

Scott Adair, Chief Financial Officer, presented the financial report, a copy of which is attached to these Minutes.

- *Commissioner Astles acknowledged the Finance Team and their hard work in completing the Audit with Bonadio on time considering the circumstances.*
- *Chairman Jeffries echoed that acknowledgment and stated that a lot of hard work was put in and all virtually.*

On motion of Commissioner Kosmerl, seconded by Commissioner Astles, the Financial Report was accepted by unanimous vote.

F. Motion to Adjourn the Regular Meeting and Move into the Annual Meeting

On motion of Commissioner McDonald, seconded by Commissioner Astles, the Regular Meeting was adjourned by unanimous vote and moved to the Annual Meeting at 1:12PM.

Separate Meeting Minutes for the Annual Meeting have been prepared.

G. Motion to Adjourn the Annual Meeting and Return to the Regular Meeting

On motion of Commissioner McDonald, seconded by Commissioner Johnson, the Annual Meeting was adjourned by unanimous vote and returned to the Regular Meeting at 1:16PM.

H. Chairman's Resolution

Resolution endorsing the Greater Rochester Black Agenda Group's Declaration: "Racism is a Public Health Crisis, RGRTA 23-2020"

- *Commissioner Johnson thanked Bill Carpenter and the team for working on this with the Board and that she supports the declaration.*

RGRTA 23-2020: On motion of Commissioner Ansbrow, seconded by Commissioner Astles, the aforementioned Resolution, a copy of which is attached to these Minutes, was unanimously approved.

I. Consent Resolutions

Resolution Acknowledging Board Review of the Public Authorities Reporting Information System (PARIS) Fiscal Year 2020 Filing and Approving the Independent Auditors' Reports for the Authority, RGRTA 24-2020

Resolution Receiving the Annual Report of Helping Our Neighbors with Options for Riding ("HONOR") Foundation, RGRTA 25-2020

Resolution Receiving the Annual Report for the Greater Rochester Community Transportation Foundation (the "Foundation"), RGRTA 26-2020

**Resolution Approving Election of Directors of the Greater Rochester Community
Transportation Foundation (GRCTF), RGRTA 27-2020**

Resolutions RGRTA 24-2020 up to and including RGRTA 27-2020 were moved by a motion from Commissioner Johnson, seconded by Commissioner Astles and were unanimously approved.

J. Executive Session

On motion of Commissioner Kosmerl, seconded by Commissioner McDonald, the meeting moved to Executive Session by unanimous vote at 1:23PM.

The meeting moved out of Executive Session at 1:46PM Chairman Jeffries noted that there were no actions taken during the Executive Session.

K. Consent Resolutions- Continued

**Resolution Authorizing Seneca Transit Service, Inc. to Enter into a Three-Year Collective
Bargaining Agreement with the Amalgamated Transit Union, Local 282, RGRTA 28-2020**

RGRTA 28-2020: On motion of Commissioner Astles, seconded by Commissioner Ansbrow, the aforementioned Resolution, a copy of which is attached to these Minutes, was unanimously approved.

**Resolution Ratifying the Recommendations of the Compensation Committee, RGRTA 29-
2020**

RGRTA 29-2020: On motion of Commissioner Kosmerl, seconded by Commissioner Ansbrow, the aforementioned Resolution, a copy of which is attached to these Minutes, was unanimously approved.

L. Calendar

Bill Carpenter, CEO stated that the July 2nd Board meeting has been cancelled. There will be an Audit Committee Meeting on July 23rd and August 4th. A Governance Committee and Board Meeting on August 6th.

M. Adjournment

There being no further matters on the adopted Agenda, the regular meeting was adjourned on motion of Commissioner Ansbrow, seconded by Commissioner Kosmerl at 1:50PM.

Respectfully submitted,

Edward W. White, Esq., Secretary

Posted Date: July 9, 2020

CEO Report

Presented by: Bill Carpenter, CEO

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CEO Report Agenda

- **TOPS**
 - FY 2020-21 TOPS Goals
- **Project Highlight**
 - RTS Progress Through the Pandemic
 - Ridership and On-Time Performance Results
 - Responding to COVID-19
 - Reopening the Workplace/Reinstating Normal Service
 - RTS Go and Title VI Analysis
 - Reimagine RTS Update
- **Miscellaneous**



FY 2020-21 TOPS Goals



Transit Organization Performance Scorecard (TOPS)
measures, monitors, & reports “critical to success” metrics.

- **FPI: Financial Performance Index**
 - End of Year Net Income (Deficit)
- **CSI: Customer Service Index**
 - Net Promoter Score (NPS) and Customer Surveys
 - Metrics to measure customer experience with the new system
- **SPI: Service Performance Index**
 - On-Time Performance (OTP)
 - Metrics to measure reliability of the new system
- **EEl: Employee Engagement Index**
 - Employee Engagement, Satisfaction

 TOPS TRANSIT ORGANIZATION PERFORMANCE SCORECARD 2020-2021 • FIRST QUARTER		
KEY RESULTS	SUCCESS INDICATORS	GOAL POINTS
Financial Sustainability	End of Year Net Income	10
Customer Satisfaction	<div>Net Promoter Score (RTS in Monroe)</div> Customer Satisfaction (RTS Access & Regionals)	30
Service Quality	On-time Performance	60
Employee Engagement	Employee Engagement & Satisfaction	-
		GOAL 100

Due to COVID-19 we cancelled the on bus customer survey that the NPS Results are based on.

<div>  TOPS </div> <div>TRANSIT ORGANIZATION PERFORMANCE SCORECARD</div> <div>2020-2021 • SECOND QUARTER</div>		
KEY RESULTS	SUCCESS INDICATORS	GOAL POINTS
Financial Sustainability	End of Year Net Income	10
Customer Satisfaction	Net Promoter Score (RTS in Monroe) Customer Satisfaction (RTS Access & Regionals) Customer Complaints Printed Schedules Bus Stop Signs	35
Service Quality	On-time Performance Connection Hubs New Vehicles Available Software Systems Missed Pull-Outs Staffing & Training	45
Employee Engagement	Employee Engagement & Satisfaction	10
		GOAL 100



TOPS

TRANSIT ORGANIZATION PERFORMANCE SCORECARD

2020-2021 • THIRD QUARTER

KEY RESULTS	SUCCESS INDICATORS	GOAL POINTS
Financial Sustainability	End of Year Net Income	10
Customer Satisfaction	Net Promoter Score (RTS in Monroe) Customer Satisfaction (RTS Access & Regionals) Customer Complaints	40
Service Quality	On-Time Performance Pass-Ups RTS Access Booking	50
Employee Engagement	Employee Engagement & Satisfaction	-
		GOAL 100



Transit Organization Performance Scorecard (TOPS)
measures, monitors, & reports “critical to success” metrics.

- **FPI: Financial Performance Index**
 - End of Year Net Income (Deficit)
- **CSI: Customer Service Index**
 - Net Promoter Score (NPS) and Customer Surveys
 - Metrics to measure customer experience with the new system
- **SPI: Service Performance Index**
 - On-Time Performance (OTP)
 - Metrics to measure reliability of the new system
- **EEl: Employee Engagement Index**
 - Employee Engagement, Satisfaction



TOPS

TRANSIT ORGANIZATION PERFORMANCE SCORECARD

2020-2021 • SECOND QUARTER

KEY RESULT AREAS	SUCCESS INDICATORS	GOAL POINTS
Financial Sustainability	<ul style="list-style-type: none"> • End of Year Net Income 	20
Customer Satisfaction	<ul style="list-style-type: none"> • Net Promoter Score (RTS in Monroe) • Customer Satisfaction (RTS Access and Regionals) 	30
Service Quality	<ul style="list-style-type: none"> • On-time Performance • Mobile Ticketing • All Day Half Fares: Seniors/Disabled • Free Veterans Fare 	40
Employee Engagement	<ul style="list-style-type: none"> • Employee Survey & Satisfaction Score 	10
		GOAL 100



TOPS

TRANSIT ORGANIZATION PERFORMANCE SCORECARD

2020-2021 • THIRD QUARTER

KEY RESULT AREAS	SUCCESS INDICATORS	GOAL POINTS
Financial Sustainability	<ul style="list-style-type: none"> •End of Year Net Income 	20
Customer Satisfaction	<ul style="list-style-type: none"> •Net Promoter Score (RTS in Monroe) •Customer Satisfaction (RTS Access and Regionals) 	35
Service Quality	<ul style="list-style-type: none"> •On-time Performance •Title VI Submission 	45
Employee Engagement	<ul style="list-style-type: none"> •Employee Survey & Satisfaction Score 	—
		GOAL 100



TOPS

TRANSIT ORGANIZATION PERFORMANCE SCORECARD

2020-2021 • FOURTH QUARTER

KEY RESULT AREAS	SUCCESS INDICATORS	GOAL POINTS
Financial Sustainability	<ul style="list-style-type: none"> • End of Year Net Income • Submit Balanced Budget 	20
Customer Satisfaction	<ul style="list-style-type: none"> • Net Promoter Score (RTS in Monroe) • Customer Satisfaction (RTS Access and Regionals) 	30
Service Quality	<ul style="list-style-type: none"> • On-time Performance 	40
Employee Engagement	<ul style="list-style-type: none"> • Employee Survey & Satisfaction Score 	10
		GOAL 100



TOPS

TRANSIT ORGANIZATION PERFORMANCE SCORECARD

2020-2021 • YEAR END

KEY RESULT AREAS	SUCCESS INDICATORS	GOAL POINTS
Financial Sustainability	<ul style="list-style-type: none"> •End of Year Net Income •Submit Balanced Budget 	20
Customer Satisfaction	<ul style="list-style-type: none"> •Net Promoter Score (RTS in Monroe) •Customer Satisfaction (RTS Access and Regionals) 	30
Service Quality	<ul style="list-style-type: none"> •On-time Performance •Mobile Ticketing •All Day Half Fares: Seniors/Disabled •Free Veterans Fare •Title VI Submission 	40
Employee Engagement	<ul style="list-style-type: none"> •Employee Survey & Satisfaction Score 	10
		GOAL 100



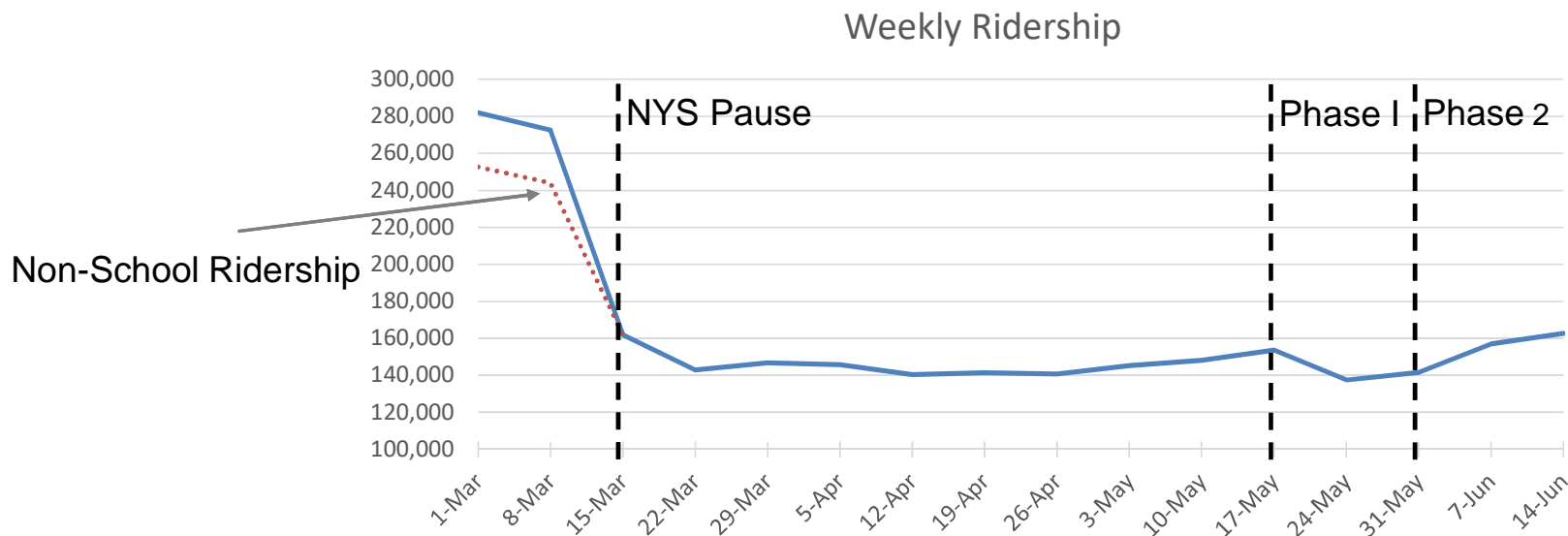
CEO Report Agenda

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RTS Progress Through the Pandemic

- Since NYS Pause began March 16th RTS Monroe overall ridership is down nearly 50% and non-school ridership is down 37%
- We have experienced slight ridership increases during Phases 1 & 2 - roughly 10,000 more customers in weekly ridership

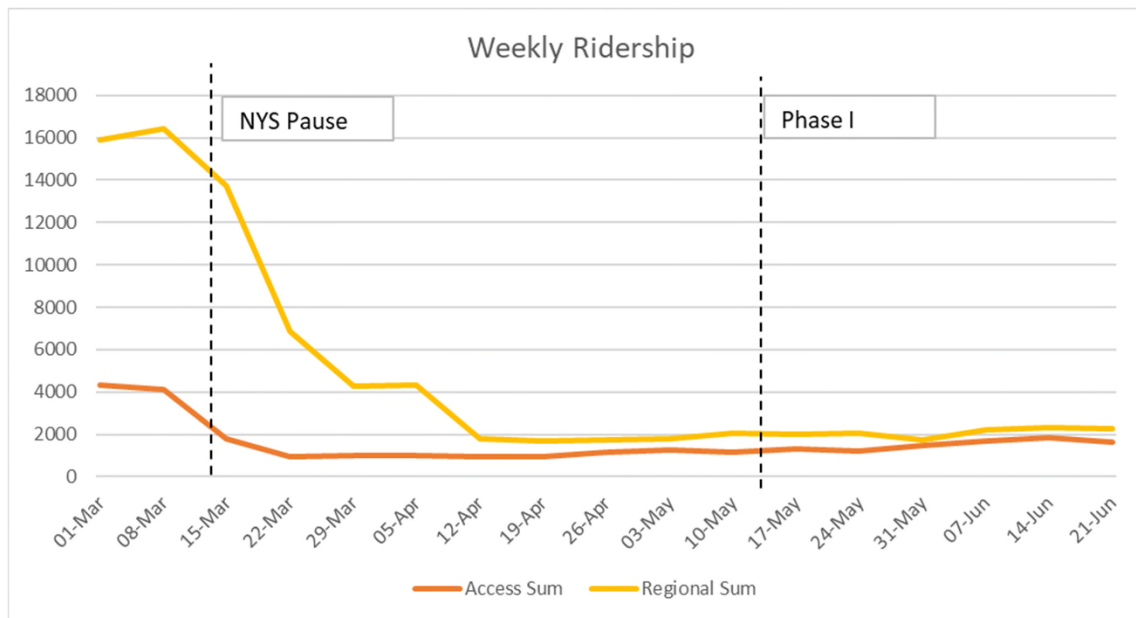


* The week of the 24th had a holiday and the week of the 31st had a day of cancelled service.



RTS Progress Through the Pandemic

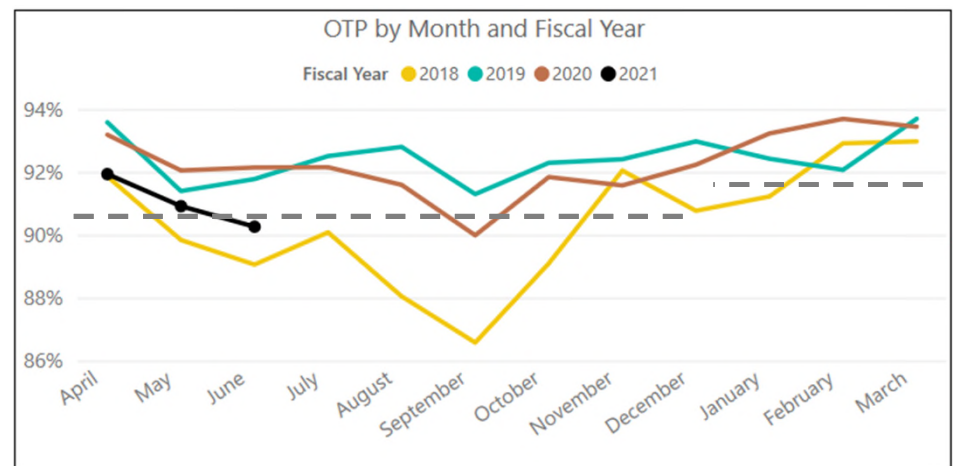
- Regional Ridership is down 90% across all seven counties
- Service changed from deviated routes to dial-a-ride to provide essential trips (4/6/20)
- RTS Access ridership is down 70%
- Ridership has been increasing since Phase I Reopening





RTS Progress Through the Pandemic

- On-Time performance for RTS Monroe in April and May was above goal; June is tracking below goal
- Performance is lagging behind prior fiscal years



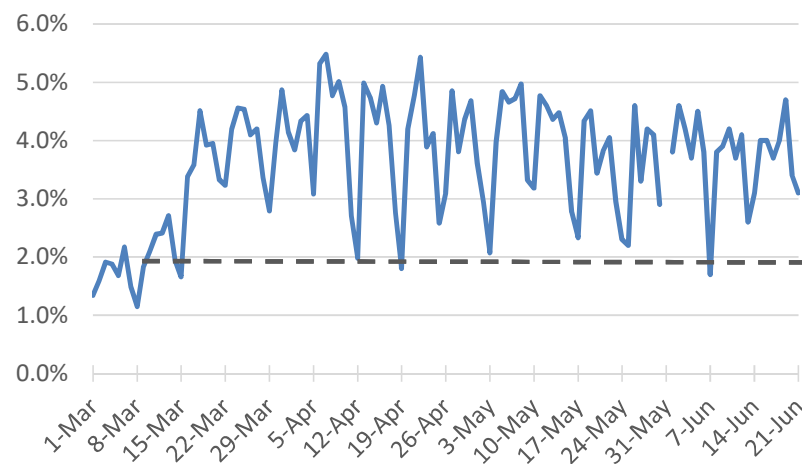
- Before the pandemic we averaged 1.95% early departures and 5.95% late departures
- During pandemic we are averaging 4.05% early departures and 4.30% late departures



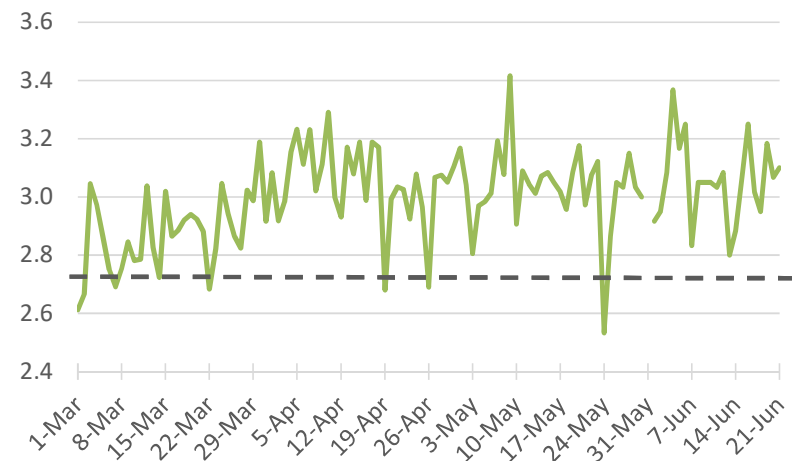
RTS Progress Through the Pandemic

- When NYS Pause began early departures not only increased but the variability of how many minutes early was very high. Understanding the difficulty this presented for customers, we have shifted our focus from the frequency (% on-time) to the average deviation (in minutes) of earlies.

Early Performance, Last 90 Days



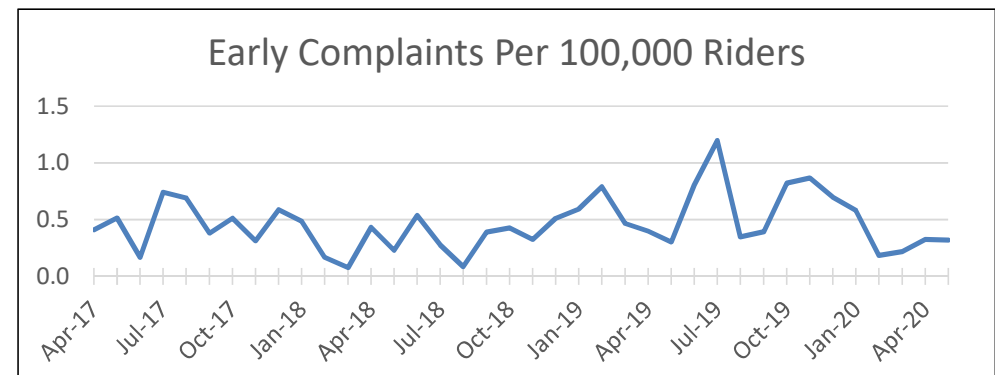
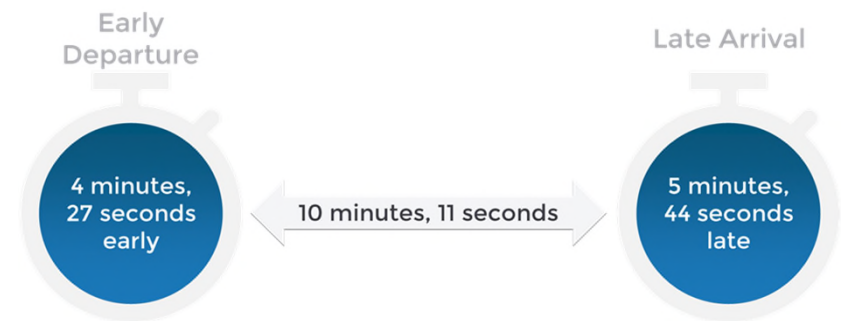
Avg Minutes Early, Last 90 Days





RTS Progress Through the Pandemic

- Our customers know that the bus can be early – the most recent survey says they consider anything up to nearly 5 minutes to be reasonable.
- Early complaints normalized for ridership are much lower since NYS Pause than in recent months, and they are in line with the long-term trend.





RTS Progress Through the Pandemic

Summary

- RTS Monroe OTP overall results are meeting goal.
- Early performance is largely contributing to decreased performance compared to historical performance.
- To ensure we are meeting our customer expectations we have shifted the focus to deviation (in minutes) and continued monitoring of customer feedback.
- At RTS Access and the Regional Operations curb to curb service along with reduced demand has kept OTP results strong.



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RTS Progress Through the Pandemic

Overview

- The RTS team has responded professionally and quickly in response to the emergence of the Coronavirus.
- We are following the evolving guidance from the Federal, State and Local Government.
- Throughout this crisis our guiding principle has been to ensure the safety of our employees and customers.



RTS Progress Through the Pandemic

Protecting Employees & Enhancing Wellness

- Providing PPE, enhanced cleaning and disinfecting protocols, adding protective barriers on buses and Customer Service desks.
- Updated fare and boarding policies
- Paid leave policies & telework resources
- Daily communications & activities, resources and partnerships to support employees & families
- Added resources from UR Wellness Health Coaching and Excellus
- Culture and Inclusion Council has hosted a series of Connection Conversations



On-Site Testing for Employees



- **Multiple testing events for employees:**
 - RTS Monroe
 - RTS Access
 - RTS Ontario/RTS Seneca
 - RTS Wayne
 - RTS Livingston/RTS Wyoming

Protecting Customers



- Enhanced cleaning and disinfecting of buses and facilities
- Provided ~ 34,000 free face masks
- Minimized capacity on all buses
- One way entry and exit at the RTS Transit Center
- Waived fares to eliminate interactions with the farebox and Bus Operators



RTS Progress Through the Pandemic

Helping the Community

- Community Crisis Response Group
- Free trips to well-visits for infants and families
- Worked with United Way to deliver PPE to non-profits
- Worked with Foodlink on food delivery for RCSD and Wayne County
- Part of United Way Transportation Taskforce to identify transportation options for essential trips for individuals who have tested positive for COVID-19





RTS Progress Through the Pandemic

Summary

- We are employing our value, “Agility and Innovation” as we continue to monitor the situation, anticipate outcomes and make decisions accordingly to keep our employees and customers safe while providing our essential service.



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RTS Progress Through the Pandemic

Reopening the Workplace

- **Shut down the workplace on March 17 – only essential workers on-site**
- **Employees will start coming back on July 6**
- **RTS Recovery Taskforce:**
 - 20 members with representation from every department
 - Top guiding principle: safety of employees and customers
 - Subcommittees working on specific areas of focus:
 - Individual & Common workspaces
 - Health and medical requirements
 - Communication & Technology needs
- **Safety Plan includes:**
 - PPE for all employees
 - Daily health screenings and tracking
 - Breakrooms and conference rooms designed to promote social distancing





RTS Progress Through the Pandemic

Reinstating Normal Service

- Enhanced protection for Bus Operators – Installing protective shields and distributing face guards
- New boarding protocol – front door entry, rear door exit
- We will start collecting fares again July 15
- Launching RTS Go contactless fare payment system
- Hiring and training to mitigate staff shortages due to COVID-19



RTS Progress Through the Pandemic

Summary

- We will have the proper safety measures in place by July 6th so employees can return to the workplace.
- By July 15th new protocols for boarding/ alighting the bus along with added Operator protections will be implemented.
- RTS Go makes fare payment safe for employees and customers.
- Scenario and contingency planning is ongoing.



CEO Report Agenda

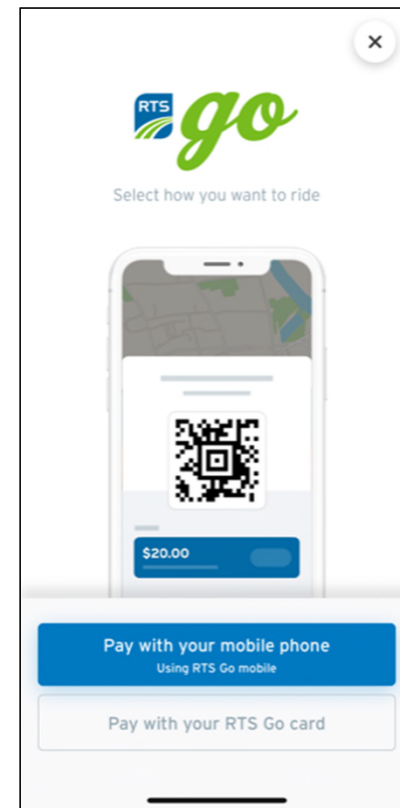
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RTS Progress Through the Pandemic

RTS Go – Going Live July 15

- **Contactless Fare Collection:**
 - Mobile fare payment and ticketing via the *Transit* app
 - RTS Go reloadable smartcards
 - “Fare capping” means customers using RTS Go never pay more than \$3/day or \$56/month
 - Senior and Disabled half price fares
 - Free Veterans fares
 - Customer Communications began June 15th





RTS Progress Through the Pandemic

Fare Equity Analysis

- Introducing RTS Go prompts a process found in our Title VI Plan
- Title VI protects citizens on the basis of race, color, national origin and income.
- RGRTA process is contained in our Board and FTA approved Title VI Plan
- Any fare change (amount or mode) requires a comparison analysis to determine if those in the protected classes will have a disparate or disproportionate impact from the proposed change.
- If such an impact will occur we must identify mitigation measures
- Our equity analysis shows a disproportionate burden results from this new fare system



RTS Progress Through the Pandemic

Fare Equity Analysis - Conclusion

- We determined from customer surveys that 41.5% of all our customers do not have a bank account or credit card
- Customers with low income would be disproportionately burdened if less than 33.2% or more than 49.8% do not have a bank account or credit card
- Based on our customer information 53.5% are low income without a bank account or a credit card which requires that we implement mitigation measures



RTS Progress Through the Pandemic

Mitigations for Disproportionate Burden

- **We are explaining the RTS Go system and the role of cash**
 - myRTS.com, onboard buses, newsletter, RTS Transit Center
- **Customers can buy & reload RTS Go cards at TVMs with cash**
 - We are waiving \$2 fees from July 15 to October 15
 - RTS Go cards with a value of \$3 provide the fare-capping benefit
 - We have TVMs at the RTS Transit Center and 1372 E. Main lobby
- **Customers can buy All-Day passes at farebox with cash in exact amounts**
 - Reminders about exact change are onboard, in the RTS Transit Center, and online
- **We are accepting existing passes and change cards at the farebox until 12/31/2020**



RTS Progress Through the Pandemic

Mitigations for Disproportionate Burden

- We discussed this analysis and proposed mitigation with our FTA Civil Rights Officer who deferred to us.
- We will, as always, continue to monitor Title VI compliance and make adjustments as needed.



RTS Progress Through the Pandemic

Summary

- In addition to contactless fare payment being safer for customers, the features of RTS Go (fare capping, easy to reload) improve the customer experience. The mitigation steps will provide a smoother transition for all customers.



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Reimagine RTS Update

Reimagine RTS Background Review

- **June 27, 2019: Board approves Reimagine RTS plan, implementation date of June 29, 2020.**
- **March 16, 2020: President Trump issues guidance advising Americans to avoid gatherings of 10 or more people.**
- **March 27, 2020: Launch of Reimagine RTS postponed due to COVID-19.**
 - **Reasons:**
 - Unable to hire
 - Vendor's delivery of systems delayed
 - Could not conduct employee training and customer outreach

Discontinuation or Changes to:	Will Impact :	Reasons Why:
Free Fare & Rear-Door Entry	<ul style="list-style-type: none"> • Veteran's Free Fares • Senior / Disabled Half-Fares • Mobile Ticketing 	<ul style="list-style-type: none"> • Access to farebox, scanner for mobile devices and smart cards
Re-opening NY: Social Distancing & 10+ Social Gathering	<ul style="list-style-type: none"> • On-Demand Service • Fixed Route Service 	<ul style="list-style-type: none"> • Training • Customer Education and Outreach
DMV Over-the-Road Tests	<ul style="list-style-type: none"> • On-Demand Service • Fixed Route Service 	<ul style="list-style-type: none"> • Training • Recruiting
Matilda's Law	<ul style="list-style-type: none"> • Fixed Route Service 	<ul style="list-style-type: none"> • Available Staff

Task Update (1/2)

- **Connection Hubs:**
 - 6 of 9 hubs nearing completion
- **Hiring:**
 - 2 Full time Customer Service Representatives (CSR) hired
 - Phased approach may allow to reduce or completely remove the need for temp. CSR's
 - Progressing with Radio Controller/Dispatch position
 - Filled 3 Mechanic & PT Road Supervisor positions
- **Vehicles**
 - All On-Demand vehicles delivered
 - 75% of all On-Demand vehicles completely outfitted including 100% of the vans.
 - Working on options for custom operator barriers





Reimagine RTS Update

Task Update (2/2)

- **Systems**
 - On-Bus Features Progressing
 - Headsigns and Automated Voice Announcements
 - Mobile Technology:
 - RTS Go launching July 15, Transit App development complete
 - Development underway for On-Demand scheduling system
- **Other**
 - Work continues on policies and procedures.
 - Bus stop sign replacement complete.
 - Bike Share program progressing toward Fall 2020 launch



Reimagine RTS Update

Summary

- Reimagine RTS system redesign will not be fully deployed until spring/summer 2021 at the earliest
- The COVID-19 pandemic has changed the implementation from a launch of all features to a phased introduction of features and benefits
- The consequences of the pandemic may result in a further delay and/or changes to our service model based on how public transit recovers from this crisis



CEO Report Agenda

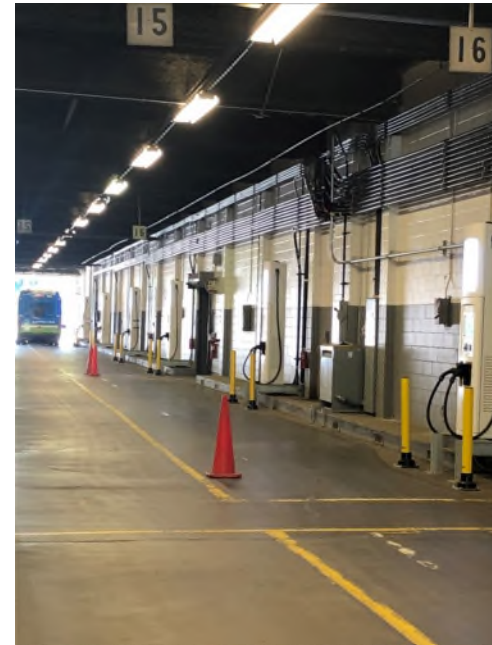
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Electric Bus Program Update

- **Infrastructure Upgrades:**
 - All Charging dispensers installed. Units 1-6 commissioned June 3; units 7-10 to be commissioned by early July



Five 200 KW charging towers installed



Charging Dispensers

Electric Bus Program Update

- **Bus Delivery Dates:**
 - Pilot bus arrived in February
 - Remaining 9 buses set to arrive starting the 2nd week of July through the end of August
- **Training and Deployment:**
 - All training to be completed this Fall
 - Incremental deployment this Fall working towards full deployment by January 2021
- **We continue to utilize our pilot bus (#2001) for Operator training and to collect data**



AESB Construction



W.O.H. 2020 - Congrats to RTS!

- **RBJ Wealth of Health Awards - RTS Recognized in Two Categories**
 - Finalist for the 501-999 Employee Group
 - Winner of the Best Group Event
 - RTS Real Men Wear Pink & Breast Cancer Awareness Campaign
- **RTS has been a 3 time winner and finalist every year since 2015**



Lions Club Recognition Lunch

June 17, 2020



- APTA Roundtable Discussion with Transit Agency Leaders and APTA CEO
- APTA Bus Operations Committee Weekly COVID-19 Call
- APTA Board of Directors Meeting
- APTA Restoring & Reimagining Transit Service in a Pandemic-Transformed World
- APTA State Affairs Committee Call
- FTA Listening Session: Operational Considerations for Reopening Transit
- Individual calls with Congressmen Katko, Morelle and Reed to discuss Federal funding (CARES, HEROES and FAST Acts)
- The Bus Coalition (TBC) Board Meetings
- TBC Board- Review of INVEST Act
- TBC Members Briefing: Invest in America Act with House T&I Staff
- Conference calls with NYS Executive staff to discuss Reopening NY: Next Steps for Transit
- NYS Transit Discussion with Upstate Agencies
- NYPTA Priorities Meeting
- Chamber Webinar on Reopening the Rochester & Finger Lakes Region
- Greater Rochester Community Transportation Foundation Board Meeting
- Genesee Transportation Council Virtual Board Meeting
- Audit Closeout with Bonadio
- Panelist at the RBJ Diversity & Inclusion Summit
- Attended RTS Regional Managers Monthly Meeting
- Reimagine RTS Steering Committee Meeting

Financial Report

Presented by: Scott Adair, CFO



RGRTA - Consolidated Budget Status Report - FY 2020-2021
5/31/2020

Financial Report

<u>Revenues</u>	<u>Budget 2020-21</u>	<u>FYTD 5/31/2020</u>	<u>Projected 3/31/2021</u>	<u>Budget Variance</u>
Total Locally Generated	\$ 30,467	\$ 1,412	\$ 30,467	\$ -
Total Government Subsidies	\$ 66,323	\$ 17,530	\$ 66,323	\$ -
Mortgage Tax	\$ 11,557	\$ 2,036	\$ 11,557	\$ -
Grand Total Revenue	\$ 108,348	\$ 20,978	\$ 108,348	\$ -
<u>Expenses</u>				
Personnel				
Salary & Wages	\$ 54,736	\$ 8,210	\$ 54,736	\$ -
Fringe Benefits	\$ 24,354	\$ 2,654	\$ 24,354	\$ -
Total Personnel	\$ 79,090	\$ 10,864	\$ 79,090	\$ -
Non-Personnel				
Services	\$ 9,343	\$ 1,386	\$ 9,343	\$ -
Fuel/Lubricants	\$ 6,149	\$ 328	\$ 6,149	\$ -
Parts	\$ 4,192	\$ 592	\$ 4,192	\$ -
Other	\$ 9,573	\$ 1,270	\$ 9,573	\$ -
Total Non-Personnel	\$ 29,257	\$ 3,577	\$ 29,257	\$ -
Grand Total Expenses	\$ 108,348	\$ 14,441	\$ 108,348	\$ -
Net Income/Deficit From Operations & Subsidies	\$ -	\$ 6,537	\$ -	\$ -



ROCHESTER
GENESEE REGIONAL
TRANSPORTATION
AUTHORITY

BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	June 25, 2020
Presenter:	Donald Jeffries
Subject:	Resolution endorsing the Greater Rochester Black Agenda Group's Declaration: "Racism is a Public Health Crisis"
Background:	<p>The Authority is a key component of our community's efforts to break down barriers created by racial discrimination in housing, education, health care, employment, criminal justice, business and economic mobility by providing public transportation to improve access, equity and opportunity.</p> <p>In addition, the Authority's diverse workforce has assisted us in embracing this type of community commitment. The Authority had introduced Diversity and Inclusion as an organizational value based on recognition of our workforce. The Authority created a Culture and Inclusion Council to assist in bringing all together. The Authority believes that racism against any people group is unacceptable, violence against others is unacceptable and continued silence is unacceptable.</p> <p>In keeping with our recognition of our role in the communities we serve we endorse the Black Agenda Group's "Racism is a Public Health Crisis" declaration and will continue to work with them in spreading this message throughout our service area.</p>
Financial Impact:	The financial impact for the work associated with the endorsement is included in the Authority's 2020-2021 Operating Budget.

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Resolution: RGRTA 23-2020

ENDORISING THE GREATER ROCHESTER BLACK AGENDA GROUP'S DECLARATION: "RACISM IS A PUBLIC HEALTH CRISIS"

WHEREAS, the Rochester Genesee Regional Transportation Authority (RGRTA) was created to provide a public service to all citizens. Our mission is to partner with the communities we serve to provide safe and sustainable mobility, offering better access, frequency, and reliability; and

WHEREAS, a high percentage of our customers are people of color, people of limited means and people who are transit-dependent. As they face persistent racial discrimination in housing, education, health care, employment, criminal justice, business and economic mobility, we strive to help them break down these barriers by being a vehicle to improved access, equity and opportunity; and

WHEREAS, that effort alone is not enough. We take seriously the role we play in the lives of our customers and employees, and in public health. And we recognize there is a need for fairness and equity in how we provide service. As such, it is our responsibility "to address racism including reshaping our discourse and agenda so that we all actively engage in anti-racist and racial justice work"; and

WHEREAS, as an organization with a diverse workforce and ridership that spans eight counties in the Finger Lakes region, we embrace this work. We added Diversity and Inclusion as an organizational value to serve as its foundation at RGRTA. We started the RTS Culture and Inclusion Council to create a culture at RTS that brings everyone together. And we have been found by the Federal Transit Administration and New York State to be providing service in compliance with Title VI of the Civil Rights Act; and

WHEREAS, racism against any people group is unacceptable, violence against others is unacceptable and continued silence is unacceptable. We thank BAG for their leadership and look forward to working with them to spread this message throughout the community; and

NOW, THEREFORE, BE IT RESOLVED, In the spirit of partnership and belief in its purpose, RGRTA endorses the Greater Rochester Black Agenda Group's (BAG) declaration that "Racism is a Public Health Crisis"; and (See Attachment A)

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee are hereby authorized, empowered and directed, for and on behalf of the Authority, to perform any and all actions and to execute any and all documents on behalf of the Authority as they may deem necessary, appropriate or advisable to carry out the intent and purposes of the foregoing resolutions.

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Regular Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on June 25, 2020 and that the Resolution is still in full force and effect.

Donald Jeffries, Chairman

William C. Carpenter, CEO

Date: June 25, 2020
Rochester, New York

Attachment A

Greater Rochester Black Agenda Group

DECLARATION: “RACISM IS A PUBLIC HEALTH CRISIS” | May 19, 2020

We agree that Racism is a Public Health Crisis and commit to taking urgent action because:

- Race is a social construct with no biological basis.
- Racism is a system that creates structures of opportunity and assigns value based on the social interpretation of how one looks, that unfairly disadvantages some individuals and communities, while unfairly providing advantages to other individuals and communities, and saps the strength of the whole society through the waste of human resources.
- Racism causes persistent racial discrimination in housing, education, health care, employment, criminal justice, business, and economic mobility. There is an emerging body of research that demonstrates racism as a social determinant of health.
- Racial health disparities in the Black Community have existed since racial health data has been collected and analyzed. Racial health disparities in diabetes, hypertension, heart disease, and mental health are prevalent and growing.
- Moreover, in Rochester and Monroe County, the persistent toxic stress of racism expressed as racial and ethnic discrimination impacts health through a combination of social-emotional and physiological effects. Researchers have found higher levels of stress hormones (allostatic loads) as an indicator of premature aging and death. ¹
- Of all the ways racial health disparities impact our life course and trajectory (path) the most profound is in Infant Mortality. African American babies in Monroe County die at 3-4 times the rate of white babies. This is a statistic that has not changed in many years and is trending in the wrong direction. ²
- Public health’s responsibilities to address racism include reshaping our discourse and agenda so that we all actively engage in anti-racist and racial justice work.
- While there is no epidemiological definition of “crisis”, the health impact of racism clearly rises to the definition proposed by Galea: “The problem must affect large numbers of people, it must threaten health over the long-term, and it must require the adoption of large scale solutions.”
- *“No one is born racist; it is modeled, learned, and passed along through generations where it poisons and paralyzes its victims and corrupts its perpetrators. If we are to eradicate this persistent evil we must see to its structural and institutional roots. And with swift and collective action hold those that govern and that are governed accountable for its elimination.”*
- Dr. Joy DeGruy

¹ McEwen, C., McEwen, B. Social Structure, Adversity, Toxic Stress, and Intergenerational Poverty: An Early Childhood Model. *Annu Rev Sociol.* 2017; 43: 445-472.

² Vital Records data NYSDOH, Analyzed by MCDPH, 2014-2016



ROCHESTER
GENESEE REGIONAL
TRANSPORTATION
AUTHORITY

BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	June 25, 2020
Presenter:	Scott Adair
Subject:	Resolution Acknowledging Board Review of the Public Authorities Reporting Information System (PARIS) Fiscal Year 2020 Filing and Approving the Independent Auditors' Reports for the Authority
Background:	<p><u>PARIS Fiscal Year 2020 Filing</u></p> <p>On an annual basis, the Authority must submit various documents in electronic format through the State's PARIS System to comply with New York State Public Authorities Law.</p> <p>These documents are required to be submitted by New York State Public Authorities Law Section 2800 and include the financial statements, a procurement report, an investment audit, and compliance information as detailed in the PARIS information.</p> <p><u>Independent Auditors' Reports</u></p> <p>The Audit Committee and Finance/Investment Committee have reviewed the following documents:</p> <ol style="list-style-type: none">1. Financial Statements as of March 31, 2020 together with Independent Auditors' Report;2. Independent Auditors' Communication of Matters Related to Internal Control over Financial Reporting and Other Matters dated June 2020;3. Independent Auditors' Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by Uniform Guidance (Federal Single Audit);4. Independent Auditors' Report on Compliance with Requirements of the State Transportation Assistance Program and on Internal Control Over Compliance Required by the New York State Codification of Rules and Regulations (State Single Audit);

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	<p>5. Independent Auditors' Report on Compliance with Laws and Regulations Related to Investment Guidelines for Public Authorities;</p> <p>6. Independent Accountants' Report on Applying Agreed Upon Procedures – Variable Pay Program.</p>
Financial Impact:	There is no financial impact associated with the acceptance of these reports.
Recommendation:	That the Board of Commissioners accepts the 2020 PARIS report filing consisting of the Financial Statements, Procurement Report, an Investment Audit and compliance information as detailed in the background section of this document. In addition, the Board of Commissioners approves the Independent Auditors' Reports as listed in the background section of this information.

Resolution: RGRTA 24-2020

RESOLUTION ACKNOWLEDGING BOARD REVIEW OF THE PUBLIC AUTHORITIES REPORTING INFORMATION SYSTEM (PARIS) FISCAL YEAR 2020 FILING AND APPROVING THE INDEPENDENT AUDITORS' REPORTS FOR THE AUTHORITY

WHEREAS, this review of the annual PARIS filing and approval of the Independent Auditors' Reports is part of the Authority's efforts to improve governance and comply with the State's ongoing efforts to improve and enhance the oversight of public authorities; and

WHEREAS, the Authority has reviewed the annual PARIS filing and has certified to its accuracy; and

WHEREAS, the Audit Committee and Finance/Investment Committee has reviewed the Independent Auditors' Reports including the report on the financial statements, the reports on the Federal and State Single Audits, the report on compliance with laws and regulations related to investment guidelines for public authorities, communication of matters related to internal control over financial reporting and other matters and finally, the agreed upon procedures report for the Variable Pay Program at its joint June 25, 2020 meeting; and

WHEREAS, the Audit Committee and Finance/Investment Committee has recommended to the Board that the Independent Auditors' Reports be received and approved by the Authority.

NOW, THEREFORE, BE IT RESOLVED, that the fiscal year-end 2020 PARIS report consisting of the Annual Report, Financial Statements, Investment Audit, compliance information as detailed in the PARIS information, and Procurement Report is hereby accepted and various Independent Auditors' Reports as listed above, approved.

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee are hereby authorized, empowered and directed, for and on behalf of the Authority, to perform any and all actions and to execute any and all documents on behalf of the Authority as they may deem necessary, appropriate or advisable to carry out the intent and purposes of the foregoing resolutions.

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Regular Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on June 25, 2020 and that the Resolution is still in full force and effect.

Donald Jeffries, Chairman

Date: June 25, 2020
Rochester, New York



ROCHESTER
GENESEE REGIONAL
TRANSPORTATION
AUTHORITY

BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	June 25, 2020
Presenter:	Scott Adair
Subject:	Resolution receiving the Annual Report of Helping Our Neighbors with Options for Riding ("HONOR") Foundation
Background:	<p>The HONOR Foundation Annual Report presents the financial statements for the fiscal year ended March 31, 2020 along with a summary of their activities.</p> <p>The Authority is the sole member of the Foundation. This Annual Report communicates to the Board of Commissioners the financial and program results of the HONOR Foundation for the fiscal year.</p>
Financial Impact:	The receipt of the HONOR Foundation's Annual Report will have no financial impact on the Authority's 2020-2021 operating budget.
Recommendation:	The Authority, acting as the sole member of the HONOR Foundation, accepts the HONOR Foundation's Annual Report.

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Resolution: RGRTA 25-2020

RECEIVING THE ANNUAL REPORT OF HELPING OUR NEIGHBORS WITH OPTIONS FOR RIDING ("HONOR") FOUNDATION

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") as the sole member of HONOR and thus, shall receive the HONOR Annual Report; and

WHEREAS, HONOR's Annual Report presents a complete financial statement and a summary of the activities of HONOR as required by HONOR's bylaws,

NOW, THEREFORE, BE IT RESOLVED, the Authority, acting as the sole member of HONOR, accepts receipt of HONOR's Annual Report.

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of the Regular Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on June 25, 2020 and that the Resolution is still in full force and effect.

Donald Jeffries, Chairman

Date: June 25, 2020
Rochester, New York

Helping Our Neighbors with Options for Rides (HONOR) Foundation

Annual Report

For the Year Ended March 31, 2020

Helping Our Neighbors with Options for Rides Foundation
Statement of Position
March 31, 2020

<u>Assets</u>	
Current Assets-	
Cash	\$ 2,530
Total Assets	<u>\$ 2,530</u>
<u>Liabilities and Net Assets</u>	
Current Liabilities-	
Accounts payable	\$ -
Total Current Liabilities	<u>\$ -</u>
Net Assets-	
Without donor restrictions	\$ 2,530
With donor restrictions	-
Total Net Assets	<u>\$ 2,530</u>
Total Liabilities and Net Assets	<u>\$ 2,530</u>

Helping Our Neighbors with Options for Rides Foundation
Statement of Activities
For the Year Ended March 31, 2020

<u>Revenue and support</u>	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Totals</u>
Contributions	\$ -	\$ -	\$ -
In-kind contributions	-	-	-
Total revenue and support	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Net assets released from restrictions	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<u>Expenses</u>			
Program services	\$ -	\$ -	\$ -
Accounts payable			
Management and general	-	-	-
Total expenses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Changes in net assets	\$ -	\$ -	\$ -
Net assets, beginning of year	2,530	-	2,530
Net assets, end of year	<u><u>\$ 2,530</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 2,530</u></u>

Revenues –

HONOR Foundation derives revenue primarily from funds donated by third-party individuals and organizations. During the 2020 fiscal year, HONOR Foundation had no such revenues.

Expenses –

HONOR Foundation incurs expenses to provide transportation service, raise funds from donors, and manage the organization. During the 2020 fiscal year, HONOR Foundation had no such expenses.



ROCHESTER
GENESEE REGIONAL
TRANSPORTATION
AUTHORITY

BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	June 25, 2020
Presenter:	Scott Adair
Subject:	Resolution receiving the Annual Report of the Greater Rochester Community Transportation Foundation (the "Foundation")
Background:	<p>The Foundation's Annual Report presents the financial statements for the fiscal year ended March 31, 2020 along with a summary of their activities.</p> <p>The Authority is the sole member of the Foundation. This Annual Report communicates to the Board of Commissioners the financial and program results of the Foundation for the fiscal year.</p>
Financial Impact:	The receipt of the Foundation's Annual Report will have no financial impact on the Authority's 2020-2021 operating budget.
Recommendation:	The Authority, acting as the sole member of the Foundation, accepts the Foundation's Annual Report.

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Resolution: RGRTA 26-2020

RECEIVING THE ANNUAL REPORT OF THE GREATER ROCHESTER COMMUNITY TRANSPORTATION FOUNDATION (THE FOUNDATION)

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") as the sole member of the Foundation shall receive the Foundation Annual Report; and

WHEREAS, the Foundation's Annual Report presents the financial statement for the year ended March 31, 2020 and a summary of the activities of the Foundation as required by Foundation bylaws,

NOW, THEREFORE, BE IT RESOLVED, the Authority, acting as the sole member of the Foundation, accepts the Annual Report of the Foundation.

CERTIFICATION

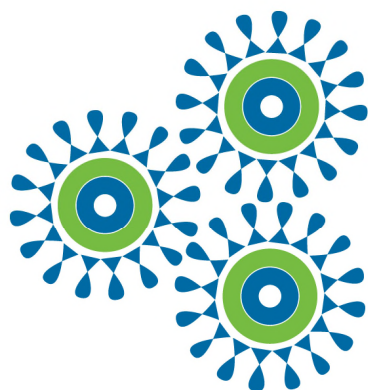
The undersigned hereby certifies that the above is an excerpt from the Minutes of the Regular Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on June 25, 2020 and that the Resolution is still in full force and effect.

Donald Jeffries, Chairman

Date: June 25, 2020
Rochester, New York

ANNUAL REPORT

April 2019 – March 2020



GREATER
ROCHESTER
COMMUNITY
TRANSPORTATION
FOUNDATION

ANNUAL REPORT

April 2019 – March 2020

OVERVIEW

The Greater Rochester Community Transportation Foundation (GRCTF) provides the necessary link to transportation for community organizations and the people they serve. Many of these organizations have the capacity to obtain funding to support their services, which are vital for those they serve. However, as we all work collaboratively to connect services to meet the multiple needs of individuals and families, often organizations find the expense of transportation beyond the scope of their budget. This is where GRCTF can provide financial assistance. Since February 2000, GRCTF has provided grants for more than 55,000 rides for individuals served by community organizations. The money raised at the Foundation's Annual Golf Tournament supports these grants and serves as the only funding source for the Foundation.

OUR MISSION

To provide financial assistance for transportation to groups or organizations to enable them to provide activities with an educational, cultural or athletic focus, or that contributes to the health, well-being or personal growth of people that would otherwise not be possible due to the lack of transportation.

EXECUTIVE DIRECTOR

Yolanda Allen

BOARD OF DIRECTORS

OFFICERS

Bill McDonald, *Chairperson*
Jerome Underwood, *Vice Chairperson*
Bill Carpenter, *Treasurer*

MEMBERS

Scott Benjamin
Shannon Ealy
Barbara Jones
Bill Kalish
Johnnathan Martinez
Eric Raul
Dawn Sywulski

Greater Rochester Community Transportation Foundation
Grant Request Detail

April 2019 – March 2020

APPROVED GRANT REQUESTS

Mary's Place Refugee Outreach

Mary's Place provides supported learning, primarily for women who are mothers and grandmothers, and also supports refugee students who come after school for community and school assistance. The approved funding will assist with transportation to enable individuals served by Mary's Place to attend English classes, secure food, and travel to and from appointments.

Date Requested: April 2019
Funding Request: \$2,500
Funding Approved: \$2,500
Amount Spent: \$2,500
Transportation Provided By: Regional Transit Service

Date Requested: December 2019
Funding Requested: \$2,500
Funding Approved: \$2,500
Amount Spent: \$2,500
Transportation Provided By: Regional Transit Service

Refugees Helping Refugees

Refugees Helping Refugees (RHR) was started in 2002 by refugees and currently has 60% board and staff representation from the refugee community. RHR works to overcome the many barriers refugees face, including language, job skills, immigration services and comprehensive case management to address social health, occupational issues, home and childcare training. The approved funding will assist with transportation to enable clients to attend medical appointments, classes and job interviews.

Date Requested: April 2019
Funding Request: \$1,580
Funding Approved: \$1,580
Amount Spent: \$1,580
Transportation Provided By: Regional Transit Service

St. Joseph's Neighborhood Center Inc.

St. Joseph's Neighborhood Center provides a wide range of medical and healthcare referral services to approximately 30,000 people across Monroe County who are either under insured or uninsured. The approved funding will help provide more comprehensive transportation assistance for recipients to attend appointments at the Center and access other essential community services.

Date Requested: April 2019
Funding Request: \$750
Funding Approved: \$750
Amount Spent: \$750
Transportation Provided By: Regional Transit Service

Willow Domestic Violence Center

Willow Domestic Violence Center has a 40-year history providing access to the services and supports needed by survivors of domestic violence, serving 22,000 people annually. The approved funding will assist with transportation for survivors of domestic violence by enabling them to attend court, legal and medical appointments and receive services at Willow.

Date Requested: April 2019
Funding Requested: \$1,250
Funding Approved: \$1,250
Amount Spent: \$1,250
Transportation Provided By: Regional Transit Service

FoodLink Career Fellowship

FoodLink Career Fellowship provides culinary training programs for individuals with barriers to sustainable employment. The approved funding will assist in providing participants with transportation necessary to attend and complete their training programs.

Date Requested: June 2019
Funding Request: \$2,016
Funding Approved: \$2,016
Amount Spent: \$2,016
Transportation Provided By: Regional Transit Service

Grace of God Recovery House Inc.

Grace of God Recovery House provides transitional housing to homeless men with addictions. Relying solely on donations, housing is offered for up to one year. The approved funding will assist in providing clients with transportation to attend medical appointments, programs and education classes.

Date Requested: June 2019
Funding Request: \$300
Funding Approved: \$300
Amount Spent: \$300
Transportation Provided By: Regional Transit Service

Salem Nutrition Center

Salem Nutrition Center is a volunteer program that has served meals for 35 years, providing 300 meals per week. Salem is funded largely by donations that are used to provide clothing and food for their clients. The approved funding will assist in providing clients with transportation to and from the Center to receive healthy meals.

Date Requested: June 2019
Funding Request: \$2,500
Funding Approved: \$1,000
Amount Spent: \$1,000
Transportation Provided By: Regional Transit Service

Spiritus Christi Prison Outreach Inc.

Spiritus Christi Prison Outreach provides safe and stable housing for men and women leaving incarceration and other homeless situations and offers assistance in family unification activities and permanent supportive housing programs. The approved funding will help provide transportation to clients to attend programs, appointments and counseling.

Date Requested: June 2019
Funding Request: \$2,200
Funding Approved: \$2,200
Amount Spent: \$2,200
Transportation Provided By: Regional Transit Service

Flower City Arts Center

The Flower City Arts Center operates a 24-week after-school photography and writing program that allows Wilson Foundation Academy students to take photos within the community and access facilities to develop their photos and write. The approved funding will assist in transporting students into the community to take photos and will also provide initial exposure to nearby college campuses.

Date Requested: December 2019
Funding Request: \$2,500
Funding Approved: \$2,500
Amount Spent: \$2,500
Transportation Provided By: Aenon Baptist Church

Rochester Area Interfaith Hospitality (RAIHN)

RAIHN provides shelter for homeless families and also offers follow-up and support for a year after the family leaves. RAIHN's primary concern is that family members are able to keep their jobs while moving through difficult times. The approved funding will assist in enabling working families lacking transportation to get to critical appointments and work.

Date Approved: December 2019
Funding Requested: \$2,500
Funding Approved: \$2,500
Amount Spent: \$2,500
Transportation Provided By: Regional Transit Service

Rochester Rams Football Club

The Rochester Rams serve approximately 300 youth, ages 5 to 16, in an athletic and academic program and travel throughout the year to competitive events. The approved funding will supplement transportation for the group that is otherwise self-funded with shortfalls historically made up by parents and volunteers.

Date Approved: December 2019
Funding Requested: \$2,500
Funding Approved: \$2,500
Amount Spent: \$2,500
Transportation Provided By: Niagara Scenic Tours

Samaritan Women, Inc.

Samaritan Women serves individuals who identify as having one or more health concerns, recovering from alcohol and substance use disorders, mental health diagnosis, and/or limited access to social and recreational activities. The approved funding will assist in providing clients with transportation to mental health and medical appointments and day-to-day errands.

Date Requested: December 2019
Funding Request: \$2,500
Funding Approved: \$2,500
Amount Spent: \$2,500
Transportation Provided By: Regional Transit Service

Veterans Outreach Center

Veterans Outreach Center offers an array of programs to veterans covering occupational training, transitioning from homelessness, emergency services, support services and assistance with age-related disabilities. The approved funding will assist in providing veterans with transportation to attend medical appointments, treatment programs, employment training, credit counseling and numerous other appointments connected with accessing services.

Date Approved December 2019
Funding Requested: \$2,500
Funding Approved: \$2,500
Amount Spent: \$1,500
Transportation Provided By: Regional Transit Service

SUMMARY OF 2019-20 GRANTING ACTIVITY

Number of grants awarded this period:	14
Grants requested receiving partial awards:	1
Grants requested receiving more than request:	0
Grants requested that were denied:	6

Greater Rochester Community Transportation Foundation
Statement of Position
March 31, 2020

<u>Assets</u>	
Current Assets-	
Cash	\$ 121,087
Total Assets	<u>\$ 121,087</u>
<u>Liabilities and Net Assets</u>	
Current Liabilities-	
Accounts payable	\$ 95
Deferred revenue	340
Total current liabilities	<u>\$ 435</u>
Net Assets-	
Without donor restrictions	\$ 120,652
With donor restrictions	-
Total net assets	<u>\$ 120,652</u>
Total Liabilities and Net Assets	<u>\$ 121,087</u>

Greater Rochester Community Transportation Foundation
Statement of Activities
For the Year Ended March 31, 2020

<u>Revenue and support</u>	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Totals</u>
Contributions	\$ 41,055	\$ -	\$ 41,055
Interest income	1,384	-	1,384
In-kind contributions	-	-	-
Total revenue and support	<u>\$ 42,439</u>	<u>\$ -</u>	<u>\$ 42,439</u>
Net assets released from restrictions	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<u>Expenses</u>			
Program services	\$ 25,596	\$ -	\$ 25,596
Supporting services-			
Management and general	2,144	-	2,144
Fundraiser	14,981	-	14,981
Total expenses	<u>\$ 42,721</u>	<u>\$ -</u>	<u>\$ 42,721</u>
Changes in net assets	\$ (282)	\$ -	\$ (282)
Net assets, beginning of year	120,934	-	120,934
Net assets, end of year	<u><u>\$ 120,652</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 120,652</u></u>

APPLICATION FOR TRANSPORTATION FUNDING

Groups or organizations interested in applying for transportation funding are required to complete the Transportation Foundation Application for Funding. To qualify, applicants must be recognized as a 501(c)(3) not-for-profit by the Internal Revenue Service. Applications are reviewed and grants are awarded by the GRCTF Board on a quarterly basis.

- Applications submitted **November through February** are reviewed and considered at the **April** meeting.
- Applications submitted **March through April** are reviewed and considered at the **June** meeting.
- Applications submitted **May through July** are reviewed and considered at the **September** meeting.
- Applications submitted **August through October** are reviewed and considered at the **December** meeting.

For more information, please contact:

The Greater Rochester Community Transportation Foundation

Telephone: (585) 654-0642

Email: GRCTF@myRTS.com

Download a Grant Application: myRTS.com/GRCTF



ROCHESTER
GENESEE REGIONAL
TRANSPORTATION
AUTHORITY

BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	June 25, 2020
Presenter:	Bill Carpenter
Subject:	Approving Election of Directors of the Greater Rochester Community Transportation Foundation (GRCTF)
Background:	The Authority is the Sole Member of the Greater Rochester Community Transportation Foundation, (GRCTF). As the sole member, the Board of Commissioners must elect the Directors of the GRCTF. The terms of current GRCTF Directors Scott Benjamin, Shannon Ealy and Jonnathan Martinez expire August 2020. The new term would be for a period of three years.
Financial Impact:	There is no impact to the Authority's 2020-2021 Budget.
Recommendation:	That the Board re-elects Scott Benjamin, Shannon Ealy and Jonnathan Martinez as Directors of the GRCTF for three year terms effective September 2020 to August 2023.

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Resolution: RGRTA 27-2020

APPROVING ELECTION OF DIRECTORS OF THE GREATER ROCHESTER COMMUNITY TRANSPORTATION FOUNDATION (GRCTF)

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") is the sole Member of the Greater Rochester Community Transportation Foundation (GRCTF); and

WHEREAS, the Authority, as the sole Member, is required by the GRCTF by-laws to elect Directors of the GRCTF; and

WHEREAS, any such action by the Authority requires approval by the Commissioners;

NOW, THEREFORE, BE IT RESOLVED, that the Authority, hereby, elects the following individuals as Directors of the GRCTF, and each such individual shall continue to serve as Director through the end of the term specified below and election of his/her successor:

Scott Benjamin	Term Through August 2023
Shannon Ealy	Term Through August 2023
Jonnathan Martinez	Term Through August 2023

IT IS FURTHER RESOLVED, that the Chief Executive Officer, the Chief Operating Officer and/or their designees are authorized to sign all appropriate documents on behalf of the Authority as sole Member of the GRCTF confirming election of the persons listed above as Directors of the Foundation as per the terms of this Resolution.

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Regular Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on June 25, 2020 and that the Resolution is still in full force and effect.

Donald Jeffries, Chairman

Date: June 25, 2020
Rochester, New York



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**BOARD OF COMMISSIONERS
AGENDA ITEM COVER SHEET**

Board Meeting Date:	June 25, 2020
Presenter:	Daniel DeLaus
Subject:	Resolution Authorizing Seneca Transit Service, Inc. to Enter into a Three-Year Collective Bargaining Agreement with the Amalgamated Transit Union, Local 282
Background:	<p>The Amalgamated Transit Union (ATU), Local 282 represents RTS Seneca Bus Operators and Transportation Specialists, a total of 11 employees.</p> <p>The last agreement expired on August 3, 2019 and ATU Local 282 ratified this new agreement on June 20, 2020. The term of the new agreement is from the date of this approval through July 31, 2022.</p> <p>A key item to the new agreement includes a new starting rate of \$15.00 per hour (increasing to \$15.15 on April 1, 2021 and \$15.30 on April 1, 2022) for all Bus Operators and Transportation Specialists. See Attachment A for complete details of new agreement.</p>
Financial Impact:	The financial impact of approval is included in the Authority's 2020-2021 Operating Budget. Future years Operating Budgets will contain appropriate funding.
Recommendation:	The CEO be granted authority to enter into this agreement with the Amalgamated Transit Union, Local 282.

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Resolution: RGRTA 28-2020

AUTHORIZING A COLLECTIVE BARGAINING AGREEMENT BETWEEN SENECA TRANSIT SERVICE, INC. AND THE AMALGAMATED TRANSIT UNION, LOCAL 282

WHEREAS, the Amalgamated Transit Union, Local 282 (the "ATU") is the exclusive bargaining agency for the titles of full-time and part-time Bus Operators and Transportation Specialists for RTS Seneca; and

WHEREAS, RTS Seneca and the ATU have reached a tentative agreement (the "Agreement"), subject to the approval of the Board of Commissioners keep this, which Agreement includes the key changes summarized on Attachment A; and

WHEREAS, the ATU membership voted to approve the Agreement on June 20, 2020.

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer and his designee are hereby authorized, empowered and directed, for and on behalf of the Authority, to execute the Agreement and to perform any and all actions and to execute any and all documents on behalf of the Authority as they may deem necessary, appropriate or advisable to carry out this project.

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Regular Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on June 25, 2020 and that the Resolution is still in full force and effect.

Donald Jeffries, Chairman

Date: June 25, 2020
Rochester, New York

ATTACHMENT A

RTS Seneca and Amalgamated Transit Union, Local 282 Collective Bargaining Agreement

Term of Agreement: **June 25, 2020 – July 31, 2022**

Covered Employees:

Bus Operators- 8

Transportation Specialist- 3

Wages:

The wage structure of the existing contract required modification due to market conditions and compliance with the New York State Minimum Wage Act. As of April 1, 2020 the starting wage rate for new Bus Operators and Transportation Specialists will be \$15.00 per hour. This change necessitated an adjustment, to all existing Bus Operators and Transportation Specialists wage rate. Existing Bus Operators and Transportation Specialists will receive an increase of \$1.75 per hour which includes their cost of living adjustment to their current wage rate, effective April 1, 2020. The contract further authorizes wage increases of 2.75% for both April 1, 2021 and 2022.

Starting wage rate for Bus Operators and Transportation Specialists will be \$15.15 and \$15.30 per hour effective April 1, 2021 and 2022, respectively.

All employees will receive a retroactive payment for the differential in wages from April 1, 2020.

Time Off:

Full time employees with less than one year on the job will be entitled to forty (40) hours and an additional eighteen (18) hours over the current contract.

Part time employees will receive four (4) hours of pay for the following holidays:

- New Year's Day
- Labor Day
- Thanksgiving Day
- Christmas Day.

Other Items:

Include changes to the attendance policy, scheduling of part time employees and on-time performance for bus operators.

FINAL TENTATIVE AGREEMENT

BETWEEN

SENECA TRANSIT SERVICE, INC.

AND

ATU, LOCAL 282

June 9, 2020

This final tentative agreement constitutes the changes to the expired August 4, 2016 – August 3, 2019 collective bargaining agreement and will set the terms for a new collective bargaining agreement, subject to ratification by the ATU bargaining unit and ratification/approval by the RGRTA Board of Commissioners. All changes are effective upon ratification and approval, unless otherwise noted. Any and all terms of the expired August 4, 2016 – August 3, 2019 collective bargaining agreement not specifically addressed in this Final Tentative Agreement shall remain unchanged. All proposals made by either party that are not addressed in this final tentative agreement are withdrawn.

The ATU bargaining committee will recommend ratification of this Final Tentative Agreement to the membership.

1. Article 14 – Wages

Replace the existing language in Article 14 with the following:

(A) Effective **April 1, 2020**, a base rate of \$15.00 shall be established for all Bus Operators and Transportation Specialists.

Any employee with a pay rate less than \$15.00 on April 1, 2020 will receive a pay increase to \$15.00 or a pay increase of \$1.75 per hour, whichever provides the greater pay increase.

(B) Each employee's individual wage rate will be increased during the term of this contract as follows:

- Effective **4/1/20** – Increase all individual pay rates by \$1.75 per hour. (For those employees not impacted by Section (A) above.)
- Effective **4/1/21** – Increase all individual pay rates by 2.75%.

- Effective 4/1/21, a base rate of \$15.15 shall be established for all Bus Operators and Transportation Specialists.
- Effective 4/1/22 – Increase all individual pay rates by 2.75%.
- Effective 4/1/22, a base rate of \$15.30 shall be established for all Bus Operators and Transportation Specialists.

2. New Article – Felonious Assault

The Company shall provide all bargaining unit employees with \$100,000 insurance in the event of loss of life resulting from a hold-up or other felonious act occurring during the performance of their job duties. The annual premium cost to the Company shall not exceed \$4.80 per covered employee.

3. New Article - Holidays

The Authority grants eight (8) paid holidays to all eligible full-time employees.

STS currently observes the following holidays:

- New Year's Day;
- Memorial Day (last Monday in May);
- Independence Day;
- Labor Day (first Monday in September);
- Thanksgiving (fourth Thursday in November);
- Day after Thanksgiving;
- Christmas Eve; and
- Christmas Day.

In the event that a holiday falls on a weekend, STS may designate an alternative day for observance.

Full-time employees' holiday pay will be calculated based on the employee's straight-time pay rate (as of the date of the holiday) times the number of hours the employee would otherwise have worked on that day. If an employee is off from work (PTO or day off) when the holiday is observed, the employee's holiday pay will be based on the employee's straight-time pay rate (as of the date of the holiday) times the average number of daily hours in that employee's then-current weekly work schedule.

Eligible part-time employees will be paid four (4) hours at straight time only for the following holidays: New Year's Day; Labor Day; Thanksgiving; Christmas.

If an employee is scheduled to work the day before or after a holiday and he/she is absent, the employee will not be paid for the holiday. To be eligible for holiday pay, employees must work

the last scheduled day immediately preceding and the first scheduled day immediately following the holiday. The only exceptions to this rule are: a) when the employee submits a physician's note that confirms the medical reason for the unscheduled absence, or b) if the holiday falls before or after pre-approved PTO. PTO may not be used in exchange for holiday pay.

Paid holidays will not be counted as hours worked for the purposes of determining overtime.

Due to operational needs, an employee may be required to work on a holiday. Employees will be paid for the holiday, in addition to any hourly wages earned for working on the holiday.

When an employee has a religious observance that does not align with a STS-designated holiday, the employee may request an exchange of a STS-designated holiday for the day required for his/her religious observance. Requests must be made to the employee's supervisor, and approval to exchange a day will be based on whether or not there is work available and/or whether or not the employee can perform his/her job when STS is closed. If an exchange is not possible, the employee may use PTO.

4. Article 15 – PTO

Revise to state that the PTO accrual for "less than one year" will be 40 hours. (No other changes.)

5. New Article - Training Pay

Bus Operators who are assigned by the Company, in the sole discretion of the Company, to train newly hired Bus Operators on STS routes shall receive an additional \$1.00 per hour for time spent in such training. The Employer reserves the right to continue to utilize non-ATU members to train operators, as it deems necessary and appropriate, when such training does not occur while operating a vehicle in revenue service.

6. Article 31 – Term of Contract

Date of ratification and legislative approval through July 31, 2022.

7. Article 29 – Attendance

Modify Article 29 as follows (all other language to remain unchanged):

- A tardiness incident will result in one (1) occurrence.
- Disciplinary Guidelines for Absences and Tardiness

Employees are allowed a maximum of six (6) occurrences within a rolling twelve (12) month period before a written warning will be issued. The disciplinary schedule is as follows:

<u>Occurrences</u>	<u>Disciplinary Action</u>
6	Memo of Counseling
7	Written Warning
8	1 Day Suspension – Final Warning
9	Termination

8. Article 27(F) – Part Time Schedules

Delete Article 27(F) and replace with the following:

The Company shall, on a weekly basis, create hour assignments (which include only the total number of weekly work hours, and will not include work days, work schedule or specific assignments) for the following week for the number of active part-time Drivers at that time. These weekly hour assignments, which will include a minimum of twelve (12) hours per week, will be picked by the part-time Drivers in seniority order on a weekly basis. The least senior part-time Driver will be obligated to accept the last unpicked hour assignment each week. Any part-time Driver who declines the opportunity to pick will be skipped and will accept the hour assignment left after picking is complete. Once these weekly hour assignments are picked, the total number of hours in each hour assignment will be guaranteed to the part-time Driver who picked that hour assignment so long as the part-time Driver comes to work, and is ready, willing and able to work, as scheduled and assigned by the Company; this guarantee shall not apply when the part-time Driver does not come to work as scheduled and/or when the part-time Driver is not ready, willing and/or able to work. In such circumstances, the part-time Driver will only be paid for time actually worked during that week.

After these weekly hour assignments are picked as set forth above, the Company will notify each part-time Driver of their assigned days and hours of work for the following week, as determined by the Company in its reserved and sole discretion. The Company maintains the reserved right to assign part-time Drivers to work assignments as it deems necessary during their weekly schedule.

9. Article 27(G) - New Section

In the event an hours of work schedule assignment (whether full-time or part-time) becomes open on any day due to a call-in or other reason (referred to as an "open work assignment"), the follow process will be used to cover that open work assignment:

1. The open work assignment will be offered to full-time Drivers whose regularly scheduled work assignments will not conflict with the open work assignment, in order of seniority.
2. The open work assignment will be offered to part-time Drivers whose regularly scheduled work assignments will not conflict with the open work assignment, in order of seniority, to the extent that such open work assignment would not cause the part-time Driver to be paid for more than 30 hours per week.

3. The open work assignment will be assigned to the least senior full-time Driver whose regularly scheduled work assignments will not conflict with the open work assignment.
4. The open work assignment will be assigned to the least senior part-time Drivers whose regularly scheduled work assignments will not conflict with the open work assignment, to the extent that such open work assignment would not cause the part-time Driver to be paid for more than 30 hours per week.

Nothing in the above process should be read or interpreted to mean that part-time employees may not work or be paid for more than 30 hours per week when deemed necessary by management.

10. New Article – On Time Performance

Add a new Article titled "On Time Performance":

Bus Operators are subject to the following on-time performance standards:


1. Bus Operators are subject to discipline if they run more than five (5) minutes earlier than the published stop schedule at any stop.
2. Bus Operators are subject to discipline if they run more than five (5) minutes later than the published stop schedule at any stop on more than five (5) days in any calendar month.
 - (a) No Bus Operator will be disciplined for running late due to circumstances beyond the Bus Operator's control, such as but not limited to slow traffic, route deviations, using the restroom, detours, mechanical breakdown, inclement weather, wheelchair customers and similar circumstances beyond the Bus Operator's control.
3. Any Bus Operator who is running more than five (5) minutes later than the published stop schedule is required to, as soon as reasonably possible, call into dispatch to explain that the bus is running late and the reasons why the bus is running late. Failure to call into dispatch as required in this Article will result in disciplinary action. Bus Operators who call into dispatch to explain that the bus is running late and the reasons why the bus is running late will be provided with a memorandum from the Company, within seven (7) calendar days, to document this call to dispatch.
4. Discipline pursuant to this Article for on-time performance (i.e., running late and/or early) will be progressive, but will be combined with other disciplinary actions (other than attendance) for purposes of discipline progression; however, no Bus Operator will be discharged for a first incident of on-time performance discipline pursuant to this Article.
5. One (1) prior disciplinary action for on-time performance pursuant to this Article will be removed from a Bus Operator's record when he or she is not disciplined for on-time performance reasons pursuant to this Article for a period of three (3) consecutive months.

6. The time limits for discipline found in Article 7(A) of this Agreement shall apply to discipline for running early.

The time limits for discipline found in Article 7(A) of this Agreement shall not apply to discipline for running late. Rather, charges for running late must be filed within fourteen (14) calendar days after the end of the calendar month in which the Bus Operator ran more than five (5) minutes later than the published stop schedule at any stop on more than five (5) days during that calendar month. With this sole exception, all provisions of Article 7 apply to discipline for on-time performance pursuant to this Article.

Dated June 9, 2020

ATU Local 282



Jacques Chapman
President/Business Agent

Regional Transit Service, Inc.



Janet Snyder
Labor Relations Director



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BOARD OF COMMISSIONERS
AGENDA ITEM COVER SHEET

Board Meeting Date:	June 25, 2020
Presenter:	Amy Gould
Subject:	Resolution Ratifying the Recommendations of the Compensation Committee
Background:	The Compensation Committee of the Board of Commissioners has evaluated and proposed the Authority's fiscal year 2020-2021 compensation of the Chief Executive Officer and the Variable Pay Plan Guidelines, and accordingly seeks the ratification of the Board of Commissioners.
Financial Impact:	The ratification of these recommendations by the Board has been provided for in the Authority's 2020-2021 Operating Budget.
Recommendation:	That the Board of Commissioners approves and ratifies the recommendations of the Compensation Committee with regard to the Authority's fiscal year 2020-2021 compensation of the Chief Executive Officer and the Variable Pay Plan Guidelines.

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Resolution: RGRTA 29-2020

RATIFYING THE RECOMMENDATIONS OF THE COMPENSATION COMMITTEE

WHEREAS, the Compensation Committee has completed its Performance Appraisal of the Chief Executive Officer (“CEO”) of the Rochester Genesee Regional Transportation Authority (“RGRTA”) pursuant to the CEO Performance Review and Compensation Policy, adopted by the Board of Commissioners February 7, 2013 pursuant to Resolution RGRTA 5-2013; and

WHEREAS, the Compensation Committee has completed its evaluation of the fiscal year 2020-2021 Variable Pay Plan Guidelines; and

WHEREAS, the Compensation Committee has presented its recommendations to the full Board of Commissioners with regard to the Authority’s fiscal year 2020-2021 compensation of the CEO and the Variable Pay Plan Guidelines; and

WHEREAS, the full Board has had the opportunity to discuss such recommendations with members of the Compensation Committee.

NOW, THEREFORE, BE IT RESOLVED, that the recommendations of the Compensation Committee with regard to the Authority’s fiscal year 2020-2021 compensation of the CEO and the Variable Pay Plan Guidelines are ratified by the Board of Commissioners.

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Regular Meeting of the Rochester Genesee Regional Transportation Authority, which was held on June 25, 2020 and that the Resolution is still in full force and effect.

Donald Jeffries, Chairman

Date: June 25, 2020
Rochester, New York