



Minutes

Meeting:	TriMet Board of Directors Regular Board Meeting	Date:	January 28, 2015
		Time:	9:00 a.m.
Presiding:	Bruce Warner	Location:	City of Portland Building 1120 SW Fifth Avenue Auditorium Portland, Oregon 97204
Board Members Present:	T. Allen Bethel Joe Esmonde Craig Prosser Consuelo Saragoza Travis Stovall Bruce Warner	Board Members Absent:	

TriMet Board Business meetings and public forum are available via web video stream. You can access the archived meetings and materials at trimet.org/meetings/board.

President Warner called the business meeting to order at 9:25 a.m.

1. The following Board Committee Reports were provided:

- A. **Committee on Accessible Transportation (CAT)** – T. Allen Bethel reported that memos highlighting the discussions from the December 17, 2014 and January 21, 2015 meetings were distributed to the Board. Director Bethel explained that as a pilot plan this year to maximize meeting time, CAT will meet every other month and use the months in between for field visits. CAT members will evaluate how this is working in June 2015 to decide whether they will continue this schedule.

- B. **TriMet Accountability Committee (TAC)** – T. Allen Bethel explained the purpose and guidelines of the Committee and the Employee Ethics Hot Line that was established based on the Secretary of State Audit recommendations. Director Bethel stated that the Committee met on December 12, 2014 and will meet quarterly in 2015. The Board will receive an update on the results of the Employee Ethics Hot Line at their March 2015 meeting.

- C. **Transit Equity Advisory Committee (TEAC)** – Consuelo Saragoza reported that TEAC met on January 15, 2015 and reviewed its accomplishments in 2014, which included guidance on Frequent Service Restoration, Title VI Analysis, Service Enhancement Plan outreach, youth fare, and service planning guidelines. The committee discussed how it can be more effective going forward, and what improvements TriMet staff can make to better incorporate TEAC into TriMet’s decision-making processes. The Committee worked through an exercise applying other equity lens tools to some hypothetical scenarios to inform TriMet’s development of its own equity lens.

- D. **Metro Policy Advisory Committee (MPAC)** – Craig Prosser reported that at the last meeting the Committee recommended that Metro Council adopt the Climate Smart Communities Strategies Plan that has been under discussion for the past couple of years, and that was subsequently adopted by Metro. The plan focuses primarily on transportation and particularly transit improvements with a significant work plan for TriMet. At tonight’s meeting, the Committee will receive a briefing on Metro’s Legislative agenda – there also has been talk of a Legislative transportation package that Metro is in support of.

- E. **Finance & Audit Committee** – Craig Prosser reported that the Committee met this morning and received a briefing from CFO Dee Brookshire on the annual Financial Forecast in advance of the budget process. The plan is that staff will send the final version of the Financial Forecast to the Board in advance of their February meeting when staff will walk through the forecast in detail. Under the Strategic Financial Plan it calls for the financial forecast to come to the Board early in the budget process with some recommendations from staff on what types of initiatives or major programs or projects can be supported in the upcoming budget. This is an opportunity for the Board to provide feedback to staff on what priorities and emphasis the Board wants to see reflected in the budget.

Craig Prosser stated that staff also provided updates to the Committee on 1) the Capital Improvement Plan and explained how the monitoring process has improved; 2) the Financial Advisor Selection process that is on the consent agenda today, and 3) potential outstanding Business Energy Tax Credits (BETC).

2. General Manager Report

- A. **GM Comments** – Neil McFarlane, General Manager, reported on:
- December Ridership results
 - Thank you and recognition to Commander Kevin Modica for his service and Welcome Commander Mike Leloff who took over the TPD in early January
 - PMLR Tilikum Crossing Project Milestones
- B. **Overview of Code Changes in Ordinance 337** – Harry Saporta, Safety and Security Executive Director, went over the code changes that are reflected in Ordinance 337.

Note: Director Esmonde left the meeting at 10:13 a.m.

- C. **State Audit – 1 Year Report** – Neil McFarlane explained that a year ago TriMet received the results of the Secretary of State's audit and that TriMet included a response to the 23 recommendations made in the audit. Neil McFarlane highlighted the work that has been accomplished to date. Bob Nelson, Deputy General Manager, distributed a report and provided a summary on the recommendations and specific actions taken and explained the work of the employee teams.

Neil McFarlane introduced Will Garber, Deputy Director of the Audits Division, who headed up the team that provided the audit from the Secretary of State's office. Will Garber stated that the key measure that the audit was successful is how many of the recommendations are actually implemented and hearing that TriMet has addressed all the recommendations is encouraging and would like to see TriMet sustain their effort and continue to focus on these areas of improvements long-term. Mr. Garber explained the process and timing for formal follow-up on the audit from the Secretary of State's office.

- D. **Quarterly Finance Report** – Dee Brookshire, Chief Financial Officer, reported on the financial results for the second quarter of the fiscal year and answered Board questions.

3. Consent Agenda

Action: Craig Prosser moved adoption of the consent agenda items listed below; Consuelo Saragoza seconded the motion. The motion was unanimously approved.

Resolution directing that all ordinances shall be read by title only

Approval of Minutes for December 10, 2014

Resolution 15-01-01 Authorizing a Contract with Pavement Services, Inc. for Concrete Pavement Maintenance Program Design Services

Resolution 15-01-02 Authorizing a Contract with CBM Systems, LLC for Custodial Services at Center Operations Headquarters

Resolution 15-01-03 Authorizing a Contract with Ross Financial for Financial Advisory and Consulting Services

Resolution 15-01-04 Adopting a Revised Investment Policy

4. Resolutions

Neil McFarlane introduced the following resolution:

Resolution 15-01-05 Authorizing an Intergovernmental Agreement with Regional Government Agencies for Creation of a Regional Disaster Preparedness Organization

Board Discussion: Director Prosser asked if the Intergovernmental Agreement has been drafted yet. Neil responded yes, that it is a fairly standard agreement and that staff would be happy to provide a copy to the Board.

Action: Travis Stovall moved approval of Resolution 15-01-05; T. Allen Bethel seconded the motion. The motion was unanimously approved.

5. Ordinances

Ordinance 336 Amending Chapter 14 of the TriMet Code to Revise the Definition of “Net Earnings from Self-Employment” (Second Reading)

Shelley Devine read Ordinance 336 by title only.

President Warner opened the meeting for a public hearing on Ordinance 336 – no one spoke to the Board.

The following roll call vote was taken resulting in the approval of Ordinance 336:

Craig Prosser.....	Yes
Travis Stovall.....	Yes
Consuelo Saragoza.....	Yes
Bruce Warner.....	Yes
T. Allen Bethel.....	Yes

Ordinance 337 Updating Regulations Governing Conduct on District Property, Proof of Fare Payment, Parking Facilities and Amending TriMet Code Chapters 28, 29 and 30 (First Reading)

Shelley Devine read Ordinance 337 by title only – no action was necessary.

President Warner opened the meeting for a public hearing on Ordinance 337 – no one spoke to the Board.

6. Other Business & Adjournment

There was no other business to come before the Board -- President Warner adjourned the meeting at 10:50 a.m.

Respectfully submitted,



Kelly Runnion, Recording Secretary