

MINUTES
MEETING OF THE MARTA BOARD OF DIRECTORS
BUSINESS MANAGEMENT COMMITTEE
METROPOLITAN ATLANTA RAPID TRANSIT AUTHORITY

April 30, 2020

The Board of Directors Business Management Committee met on April 30, 2020 at 10:26 a.m. via WebEx, Atlanta, Georgia.

Board Members Present

Roberta Abdul-Salaam
Jim Durrett
Roderick E. Edmond
William 'Bill' Floyd
Roderick A. Frierson, Chair
Ryan C. Glover
Jerry Griffin
Freda B. Hardage
Alicia M. Ivey
John 'Al' Pond
Rita A. Scott

MARTA officials in attendance were: General Manager/ CEO Jeffrey A. Parker; C-Suite Team Members Chief Customer Experience Officer Rhonda Allen, Chief of System Safety, Security & Emergency Management/Police Wanda Dunham, Chief of Bus Operations Collie Greenwood, Chief Financial Officer Kevin Hurley (Interim), Chief of Staff Melissa Mullinax, Chief Counsel Elizabeth O'Neill, Chief of Capital Programs, Expansion & Innovation Franklin Rucker and Chief of Rail Operations David Springstead; AGMs Marsha Anderson-Bomar, LaShanda Dawkins, Kirk Talbott and George Wright; Executive Director Paula Nash; Senior Directors Bill Bailey (Acting), Manager MARTA Board of Directors Rebbie Ellisor-Taylor; Others in attendance Abebe Girmay.

Approval of the March 26, 2020 Business Management Committee Meeting Minutes

On motion by Mr. Griffin seconded by Mrs. Hardage, the minutes were unanimously approved by a vote of 11 to 0, with 11 members present.

Resolution Authorizing the Solicitation of Proposals for the Procurement of Full Line Banking Services, RFP P46375

Mr. Bailey presented a resolution authorizing the solicitation of Proposals for the Procurement of Full Line Banking Services.

The Metropolitan Atlanta Rapid Transit Authority (MARTA) seeks permission to solicit for a contractual relationship with a Proponent to provide Full Line Banking Services to include all cash management functions including funds transfers, daily deposits, armored car services or the like, direct payroll deposits, lockbox, controlled disbursements, federal wire and Automated Clearing House transfers and safekeeping of securities.

The RFP provides prospective Proponents with sufficient information to enable them to prepare and submit competitive proposals. The banking services to be provided are based upon the account structure described in the Statement of Work. Additional banking services to be performed include, but are not limited to, positive pay, corporate credit cards and other associated and incidental services.

Costs for the contract will be netted from bank paid interest earnings on cash deposits with any direct charges being charge to the Operating Account of the Office of Treasury Services.

The estimated amount of the total contract is a sum total of \$1,750,000 that covers both the base term of three (3) years and the two one (1) year options.

Mr. Pond said the Authority was provided a gross and net dollar amount. He asked did the Authority receive a net amount of \$1.4M from the bank.

Mr. Bailey said yes, that is correct.

Mr. Pond asked what is the median annual percentage rate for the Authority.

Mr. Hurley said due to COVID-19 effect, the annual percentage rates are extremely low. This particular rate is a treasury rate, in which the Authority is looking at less than half percent.

Mr. Pond asked which bank currently provides service for the Authority.

Mr. Hurley said Bank of America provides service for the Authority.

Briefing – Human Resources

Mrs. Dawkins presented a briefing on the Department of Human Resources.

The Human Resources Department is comprised of a team of fifty-one (51) employees. These employees are responsible for managing the compliance of an array of regulatory requirements, developing policies and procedures and administering the provision of services aiming to optimize the well-being and productivity of MARTA's human capital, the Authority's most valued asset.

The HR Team focuses on programs designed to enhance the effectiveness of the Authority, in alignment with the organizational strategic priorities.

Human Resources is actively engaged in transitioning from a functional organization to a symphonic "network of teams" through collaboration and increased agility.

The Department is comprised of three (3) distinctive offices, with each department led by a Director.

Office of Human Resources – Led by Steven McClure

- Provides a strategic and comprehensive approach to service delivery in the areas of Recruiting, HRIS, Compensation & Benefits, Occupational Medical Services and Retirement Benefits

Office of Learning & Development – Led by Sherrie Johnson

- Provides enterprise-wide support to deliver strategies and results that develops human capital via direct and on-line training to expand their capabilities and increase organizational effectiveness

Office of Labor & Employee Relations – Led by

- Provides strategic labor and employment guidance and support to the departments and business units throughout the Authority and support the on-going relationship with the Union and its members

Compensation & Benefits (07/01/2019 – 01/31/2020)

- Benefits Claims Cost - \$40, 858,909
 - Medical & Vision – 78%
 - Pharmacy – 18%
 - Dental - \$4%

Occupational Medical Services

- Above target in both alcohol and drug testing

Occupational Medical Services

- 2019 Audit Findings: No Deficiencies
 - FTA Triennial Review
 - GDOT State Safety Oversight Audit

Learning & Development

- 2,431 Employee contacts YTD for various offerings including Professional Development, Leadership Development and New Hire Onboarding
- 98% Completion for 2019-2021 Labor Agreement Training for Management
- 99% Completion for Cyber Security Awareness Training for Management
- 81% Completion for Unconscious Bias Training for Management
- 62% 2,923 employees have completed the *Coronavirus Awareness Training*
- 25 Bus Operator Mentors trained in support of Year of the Bus
- 136 Participants to date for Sexual Harassment Awareness Training for Management (still in progress)
- 157 Employees have participated in the *OwnMyCareer* program which started January 2020 in support of retention efforts

Other Matters

- a. FY 2020 February Financial Highlights and Financial Performance Indicators (Informational Only)

Mr. Griffin said the MARTA Board previously received an instruction Capital Project Plan prior to COVID-19. He asked for an update of the Plan.

Mr. Parker said the Authority is continuing to focus on all Station Rehabilitation and Capital Programs projects. Staff is currently reviewing budgets to maintain a complete portfolio of Capital Projects while working through the shortage. Leadership will provide an update on the budget during the May 2020 Work Session. It is important to keep Capital Projects programs going to maintain the Authority's infrastructure. This could ultimately employ contractors for future jobs

Mr. Durrett asked how would financial presentation be presented in future Committee meetings.

Mrs. Hardage said there has been conversation to poll Board members asking to begin the May Work Session at 11am. This would allow time to discuss the budgets.

Ms. Abdul-Salaam asked if there were any actions needed for the RFI Pension Committee.

Ms. O'Neill said the RFI for the Defined Benefit Pension Plan must first be addressed by the Trustee of the Committee.

Mrs. Dawkins said the Committee has considered holding a special meeting regarding the RFI Defined Benefit Pension Plan.

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Adjournment

The meeting of the Business Management Committee adjourned at 10:56 a.m.