

**Jointly Held
Finance/Personnel and Planning Committees
Meeting Minutes**

August 17, 2021

- Members Present:** John A. Lumpkin, Jointly Held Committees Chair
Al Fullenkamp
Adrienne Heard
Sharon Howard
Belinda Matthews-Stenson (left meeting at 9:05 a.m.)
Thomas Weckesser
David P. Williamson
- Excused:** Vince Corrado
Sharon Hairston
- Staff in Attendance:** Bob Ruzinsky
Daron Brown
Chris Cole
Chris Conard, Coolidge Wall Co., L.P.A.
Brandon Policicchio
Mary K. Stanforth
- Others Attending:** Barbara Rhoades, Chief Executive Officer, Ohio Transit Risk Pool

Mr. Lumpkin called the meeting to order at 8:30 a.m. and roll call was taken:

Roll Call

Mr. Lumpkin -	Yes
Mr. Corrado -	Excused
Mr. Fullenkamp -	Yes
Ms. Hairston -	Excused
Ms. Heard -	Yes
Ms. Howard	Yes
Ms. Matthews-Stenson -	Yes
Mr. Weckesser -	Yes
Mr. Williamson -	Yes

A quorum was present, and proper notice of the meeting had been given.

Greater Dayton Regional Transit Authority

Approval of July 20, 2021 Jointly Held Finance/Personnel and Planning Committees Meeting Minutes

Mr. Lumpkin asked if attendees request a reading of the minutes or have any corrections to the minutes.

Upon hearing no requests or corrections, MOTION made by Ms. Howard and SECONDED by Ms. Matthews-Stenson to APPROVE the July 20, 2021 Jointly Held Finance/Personnel and Planning Committees meeting minutes. The Motion was APPROVED 7-0.

Ohio Transit Risk Pool Insurance Presentation

Ms. Barbara Rhoades, Chief Executive Officer, Ohio Transit Risk Pool (OTRP), made a presentation to the Committees regarding insurance possibilities for the Greater Dayton Regional Transit Authority (RTA). Ms. Rhoades explained how things have changed in comparison to 15 years ago when RTA was with OTRP. Fewer loss years are held open at any given time and actuarial recommendations are made with more reasonable (lower) confidence levels. As a result, overall funding requirements have decreased significantly. OTRP has more members in total as well as larger sized Transits. Formerly RTA was the largest system in the Pool (40%), and now RTA would make up a much lower percentage of the total (20%).

Ms. Rhoades compared the current coverage RTA has to OTRP's proposal. Overall coverage is improved with much lower pricing. Deductibles are also lower with the biggest category auto liability decreasing from \$500,000 to \$100,000. The coverage comparison chart was previously provided in today's meeting packet which compares all lines of coverage. The cost of coverage including deductibles and premiums will go from the current \$2.6 million to \$1.4 million. RTA will realize savings of approximately \$1.2 million.

Mr. Williamson stated in the past RTA had their own claims adjuster on staff and questioned if this would be a requirement. Ms. Rhoades stated OTRP handles all claims including subrogation. It is not necessary for RTA to have a claims adjuster on staff.

Mr. Williamson asked how RTA will be impacted when other OTRP members have a bad loss year. Ms. Rhoades stated RTA's share of the Pool will be approximately 20% and therefore the impact will be much less significant.

Mr. Williamson asked when Southwest Ohio Regional Transit Authority (SORTA) joined OTRP. Ms. Rhoades stated about 2 years ago.

Attorney Conard asked how deductibles are determined. Ms. Rhoades replied deductibles can be different for each system. OTRP has a full time underwriter on staff. Property deductibles however are mostly similar.

Ms. Howard asked about the advantages of going with OTRP. Mr. Ruzinsky replied they are stable, their only focus is transit, we can choose the best options for coverage for RTA, and we will have a seat on the OTRP Board and will have more of a voice in how claims are handled.

Ms. Matthews-Stenson left the meeting at 9:05 a.m.

September Board Action Items

Action Item #2 – Ohio Transit Risk Pool Insurance

Mr. Lumpkin stated over the past year RTA has experienced a significant increase in the cost of liability and property insurance coverage. For the December 1, 2020 to November 30, 2021 coverage year Board Trustees approved a \$2.6 million Marsh and McLennan insurance package, which was 53% higher than the previous coverage year. The self-insured retention for liability coverage also increased significantly going from \$100,000 to \$500,000. With that in mind RTA Staff has been looking into other potential coverage options.

OTRP has proposed a liability and property insurance package with increased levels of coverage for December 1, 2021 to November 30, 2022. A coverage comparison is included in today's meeting packet which details the specific lines of coverage, the specific retention levels and associated cost. OTRP's overall program cost is \$1.4 million and includes a retention level of \$100,000 for liability coverage. Projected annual savings equal \$1.2 million compared to current coverage cost.

MOTION made by Mr. Williamson and SECONDED by Mr. Weckesser that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees APPROVAL of OTRP's proposed insurance for the 2021-22 coverage year. Ms. Heard proposed an AMENDMENT stating APPROVAL includes Resolution No. 2021-9-1, Approving and Authorizing the Execution of Bylaws of Membership into the Ohio Transit Risk Pool and prefunding the OTRP shock loss fund. Mr. Williamson ACCEPTED the amendment. The Motion including the Amendment was APPROVED 6-0.

Action Item #3 – Temporary Service Adjustments

Ms. Policicchio stated the RTA, in response to a severe current shortage of bus route operators along with decreased customer demand due to COVID-19, is recommending temporary service adjustments that would impact the agency's service hours and bus routes.

On Thursday, August 12, 2021, the RTA conducted public hearings to discuss the proposed temporary service adjustments and collect community feedback.

The final proposed adjustments were determined based on analysis of ridership on routes, specific trips, and time periods experiencing lower ridership, duplicative service coverage, and review of all public comments received. Maintaining basic geographic service coverage were also priorities in the final design of the service adjustments.

Based on community feedback received, RTA is proposing to preserve current Route 14 frequencies, and alter the originally proposed reduction in overall service hours.

Implementation is planned for Sunday, October 3, 2021 and the final proposed temporary service adjustments are as follows:

Service Hours:

- Fixed Route & Paratransit Service hours Monday through Saturday from 5:30 a.m. to 12:30 a.m.
- Fixed Route & Paratransit Service hours Sunday from 6 a.m. to 10 p.m.

Route Eliminations:

- Route 64, 65 and 66

MOTION made by Ms. Howard and SECONDED by Mr. Williamson that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees approval of October 2021 Temporary Service Adjustments to be effective Sunday, October 3, 2021. Furthermore, the Chief Executive Officer is authorized to carry out all actions necessary to make these changes. The Motion was APPROVED 6-0.

Ms. Howard stated how important it is to get out in front with messaging on the service changes. The Dayton Weekly is a good source for getting the information publicized. Mr. Ruzinsky replied that yes staff is proactive with the messaging, and we have been reaching out to the various municipalities. We will continue to focus on informing our customers and Montgomery county residents.

Customer and Business Development Update

Mr. Policicchio provided a Customer and Business Development Department update in today's meeting packet.

With regard to the Tapp Pay project, Mr. Policicchio stated September 1, 2021 will mark the start of only accepting cash, coins, and exact change on all RTA vehicles. All old fare system media will no longer be valid for use. RTA previously stopped selling paper bus passes and tickets at all outlet locations April 2021, and discontinued the sale of Day Passes aboard all vehicles July 2021. Customers have been advised to use any outstanding passes they have no later than August 31, 2021, after which time they will no longer be accepted. This includes all passes formerly used aboard fixed-route vehicles and paper tickets and passes for RTA Connect paratransit customers.

All along to prepare riders for this transition, the Communications team designed a farebox wrap that includes messaging about the phase-out. In addition, audio announcements aboard all buses, posters in paratransit buses, social media posts, and a press release share information about the impending deadline to use bus passes.

Mr. Policicchio was pleased with July 2021 Tapp Pay activity as RTA experienced an uptick in the amount of customers using Tapp Pay, with cashless payments accounting for 90% of all boardings. In particular, Connect Paratransit Tapp Pay usage jumped from 11% in April to 37% in July. Most of this was attributed to the over 1,700 Tapp Pay cards mailed directly to customers with a \$30 promotion offer.

Currently 63% of Connect customers are using cash or old system fare, so there is still work to be done here. We will better understand our target audience for education and communication once we eliminate tickets on September 1, 2021.

Financial Report

Ms. Stanforth reported a July 2021 year-to-date gain of \$4.7 million after capital charges and mark-to-market investment adjustment.

- July year-to-date passenger fares are 16% lower than last year and current year budget due to COVID.

- After four (4) months of sales tax receipts, we are up \$2.8 million over 2020 and \$2.4 million over budget.
- Federal assistance including CARES Act funding is close to budget, however State assistance is \$1.2 million less than budget.
- All combined revenues are \$106,000 above budget.
- On the expense side year-to-date we are \$4.4 million lower than budget. Employee wages and fringe benefits, contract services, diesel fuel and materials & supplies were the major contributors. The lack of qualified drivers and the related service cuts have significantly reduced these expenses.

It is important to note the overall positive result will allow a smoother economic recovery over the next couple of years. It also is helping to restore RTA's unrestricted net position shortfall which was caused by the state pension system funding liability.

Small Purchasing Information

Ms. Stanforth stated the Small Purchasing Information was previously included in today's meeting packet. There were no questions regarding small purchases.

Next Meetings

The upcoming jointly held Finance/Personnel and Planning Committees meetings will be held on September 21 and October 19, 2021. The meetings will start at 8:30 a.m.

Adjournment

With no other business to be heard, Mr. Lumpkin declared the meeting ADJOURNED.

The meeting ADJOURNED at 10:02 a.m.

ATTEST



John Lumpkin, Chair



Mary K. Stanforth, Committee Secretary