



NEORide

Minutes of the NEORide Members Meeting

September 13, 2023 @ 10:00 am – Champion Mill Conference Center
600 North B. Street, Butler Ballroom, Hamilton, OH 45013

I. Attendance

NEORide President Mr. Ben Capelle asked for the Roll Call and determined that a quorum was present. The meeting was called to order at 10:00 a.m.

Board Members, Alternates and Other Interested Parties present are listed below.

Board Members and Alternates:

Ben Capelle, President	Laketran
Matt Maier	Laketran
Matt Dutkevicz	BCRTA
Delene Weidner	BCRTA
Luke Morgan	BCRTA
Kirt Conrad	SARTA
Mark Finnicum	SARTA
Dean Harris	WRTA
Mike Salamone	Trumbull County
Brian Trautman	PARTA
Kelly Jurisch	PARTA
Jarrold Hampshire	METRO RTA
Darryl Haley	SORTA
Liz McClurg	APT
Rich Wood	SEAT
Diane Gill	SEAT
Howard Stewart	SEAT
Jacob Pitman	KRT
Bryan Smith	City Bus
Joanne Zhang	City Bus
Mandy Murphy	Amtran
Joshua Miranda	GCRTA
Gina Douthat	TANK
Brandon Policicchio	GDRTA
Andy Volenik	DCTB
Lucas Boehm (phone)	TARTA
Shari Chick (Phone)	Columbiana County
Jean Taddie (phone)	Richland County
Shannon Rine (phone)	MCPT

Other Interested Parties:

Katherine Conrad	NEORide
Barbara Rhoades	OTRP
Cristian Kornea	OTRP
Carlell Howard	NEORide
Kara Baldwin	NEORide
Ken Reed	OTRP
Ryan Spitzer	Isaac Wiles
Angad Oberoi	Arcadis – IBI Group

II. Summary of Board Actions

- 1. Approved NEORide Executive Board Meeting Agenda 9-13-23**
- 2. Approved NEORide Executive Board Meeting Minutes 10-3-22**
- 3. Accepted and confirmed the recommendation of the Nominating Committee's slate of NEORide Officers for 2024.**
- 4. Accepted motion to review and consider Nominating Committee Policy.**
- 5. Accepted and Confirmed volunteers to be on the NEORide Executive Board term – October 2023 – September 2024.**
- 6. Approved motion to consider NEORide Strategic Plan.**
- 7. Approved motion to consider new management agreement with OTRP contingent upon OTRP Board of Trustees approval.**
- 8. Approved motion to consider DRAFT staff SPO's for 2024 as created from the strategic session in August 2023.**
- 9. Approve NEORide administrative dues for 2024 as approved by the Dues and Strategic Planning Committee.**
- 10. Approved the 2024 NEORide Administrative Budget as approved by the Dues and Strategic Planning Committee.**
- 11. Approved motion to allow the board chair to negotiate final pricing and a contract with mobile ticketing vendor ranked highest by the NEORide Evaluation Committee. The contract is subject to final approval by the NEORide Executive Committee.**

III. Consent Docket

1. Consent Docket

Motion: Mr. Harris made a motion to approve the consent docket. Ms. Douthat seconded the motion.

No discussion was heard.

Vote: All voted in favor of the motion.

Approve, Accept and Affirm all items on the Consent Docket

- a. Approve Executive Board Meeting Agenda of 3-13-23.
- b. Approve NEORide Executive Board Meeting Minutes 10-3-22.

IV. Presentation

2. PRESENTATION: Govenda *(Carlell Howard)*

Mr. Howard presents Govenda board management software.

V. Annual Election of Board Officers

3. ACTION: Motion to accept and confirm the recommendation of the Nominating Committee's slate of NEORide Officers for 2024.

Motion: Mr. Miranda made a motion to accept and confirm the recommendation of the Nominating Committee's slate of NEORide Officers for 2024. Mr. Conrad seconded the motion.

Mr. Conrad announces the recommendation of the Nominating Committee's slate of NEORide officers.

Mr. Capelle accepts the motion.

Recommended Slate:

- Mr. Ben Capelle, Chairman of the Board
- Mr. Darryl Haley, Vice Chairman of the Board
- Mr. Dean Harris, Secretary/Treasurer
- Ms. Barbara Rhoades, Fiscal Officer (non-voting)

No further discussion was heard.

Vote: All voted in favor of the motion.

4. ACTION: Motion to review and consider Nominating Committee Policy.

Motion: Mr. Harris made a motion to review and consider Nominating Committee Policy. Mr. Salamone Seconded the Motion.

Mr. Capelle gives a brief overview of the Nominating Committee Policy. The policy defines the goal of the Nominating Committee within NEORide and explains how and when members of the committee are appointed.

No further discussion was heard.

Vote: All voted in favor of the motion.

5. ACTION: Motion to accept and confirm volunteers to be on the NEORide Executive Board term – October 2023 – September 2024.

Motion: Mr. Haley made a motion to accept and confirm volunteers to be on the NEORide Executive Board term – October 2023 – September 2024. Mr. Miranda Seconded the Motion.

A roll call was made by Ms. Conrad to determine each member's volunteers to be on the NEORide Executive Board term Oct. 2023 – Sept. 2024.

No further discussion was heard.

- ii. Current Executive Board Members: Ann Arbor: Ms. Dina Reed, Mr. Mike Blackston BCRTA: Mr. Matt Dutkevicz, Mr. Luke Morgan Citybus: Mr. Bryan Smith Cleveland RTA: Mr. Jose Feliciano, Mr. Josh Miranda Columbiana: Ms. Shari Green Dayton RTA: Mr. Brandon Policicchio, Mr. Sally Brown KRT: Mr. Jacob Pitman, Mr. Sean Hill Laketran: Mr. Ben Capelle, Mr. Matt Maier Lancaster-Fairfield: Ms. Chasilyn Carter METRO RTA: Ms. Dawn Distler, Ms. Valerie Shea, Mr. Jarrod Hampshire MCPT: Mr. Shannon Rine PARTA: Ms. Claudia Amrhein, Mr. Brian Trautman, Ms. Kelly Jurisch SARTA: Mr. Kirt Conrad, Mr. Mark Finnicum SORTA: Mr. Darryl Haley, Mr. Khaled Shammout TANK: Gina Douthat TARTA: Ms. Laura Koprowski, Mr. Lucas Boehm Trumbull: Mr. Mike Salamone WRTA: Mr. Dean Harris

Vote: All voted in favor of the motion.

6. DISCUSSION: Strategic Planning Process. Review of plan and development of SPO's – C Robinsons Associates.

Ms. Rhoades states the SPO document is in its draft stage with NEORide staff and the Executive Committee working to finalize the document in the coming months.

Ms. Conchita Robinson presents the draft document.

No further discussion was heard.

7. ACTION: Motion to consider NEORide Strategic Plan.

Motion: Mr. Haley made a Motion to consider NEORide Strategic Plan. Mr. Conrad seconded the motion.

Mr. Capelle states the Strategic Plan is a draft, with the objective that the Executive Committee will continue to discuss and finalize the plan.

No further discussion was heard.

Vote: All voted in favor of the motion.

8. ACTION: Motion to Consider new management agreement with OTRP contingent upon OTRP Board of Trustees approval.

Motion: Mr. Conrad made a motion to consider new management agreement with OTRP contingent upon OTRP Board of Trustees approval. Mr. Dutkevicz seconded the motion.

Ms. Rhoades gives a brief explanation of the contractual agreement with OTRP. This document consolidates the agreement and allows for the agreement to be easily amended in the future.

No further discussion was heard.

- i. Current NEORide/OTRP Contract

Vote: All voted in favor of the motion.

9. ACTION: Motion to consider DRAFT staff SPO's for 2024 as created from the strategic session in August 2023.

Motion: Mr. Smith made a Motion to consider DRAFT staff SPO's for 2024 as created from the strategic session in August 2023. Mr. Haley seconded the motion.

Ms. Conrad gives a brief overview of the Draft Staff Strategic Objectives document for 2024.

- i. Presentation regarding NEOTech innovative idea proposed by GCRTA. (*Joshua Miranda*)

No further discussion was heard.

Vote: All voted in favor of the motion.

VI. *Financial Planning for 2024*

10. ACTION: Motion to approve NEORide administrative dues for 2024 as approved by the Dues and Strategic Planning Committee.

Motion: Mr. Haley made a Motion to approve NEORide administrative dues for 2024 as approved by the Dues and Strategic Planning Committee. Mr. Conrad seconded the motion.

Ms. Conrad reports the Dues & Strategic Planning Committee voted to keep dues at the same level at 4 tiers based on ridership. Ms. Conrad presents proposed tiers for 2024 by member.

No further discussion was heard.

Vote: All voted in favor of the motion.

11. ACTION: Motion to approve the 2024 NEORide Administrative Budget as approved by the Dues and Strategic Planning Committee.

Motion: Ms. Douthat made a Motion to approve the 2024 NEORide Administrative Budget as approved by the Dues and Strategic Planning Committee. Mr. Haley seconded the motion.

Ms. Conrad gives a brief overview of the 2024 NEORide Draft Administrative Budget Document. The document reflects a proposed 2024 budget of \$98,000.00 an increase from 2023 budget \$73,000.00 from 2023. NEORide growth/new membership offsets increased operational costs.

No further discussion was heard.

Vote: All voted in favor of the motion.

VII. RFP Contracting

12. UPDATE: Transportation Planning Software - RFP

Ms. Conrad gives an update on the Transportation Planning Software RFP. Remix was selected as the recipient of the RFP. The contract was sent to NEORide with legal counsel to review and board approval in the coming months. Ms. Conrad states the contract will be available to any NEORide organization that is interested.

No further discussion was heard.

13. PRESENTATION: IBI Group on Procurement Process and Scoring – EZfare

Mr. Angad Oberoi presents an update on the NEORide EZfare procurement and next steps.

No further discussion was heard.

14. ACTION: Motion to allow the board chair to negotiate final pricing and a contract with mobile ticketing vendor ranked highest by the NEORide Evaluation Committee. The contract is subject to final approval by the NEORide Executive Committee.

Motion: Mr. Dutkevicz made a Motion to allow the board chair to negotiate final pricing and contract with mobile ticketing vendor ranked highest by the NEORide Evaluation Committee. The contract is subject to final approval by the NEORide Executive Committee. Mr. Miranda seconded the motion.

No discussion was heard.

Vote: All voted in favor of the motion.

VIII. Reports

15. REPORT: Fiscal Agent (Ms. Rhoades)

Ms. Rhoades gives an overview of NEORide financials including the balance sheet, profit and loss, budget to actual and A/R report.

Mr. Harris states he has reviewed transactions with nothing significant to report.

- i. Balance Sheet

- ii. Profit and Loss
- iii. Budget to Actual for NEORide
- iv. A/R Report
- v. Treasurers Report (Dean Harris)

16. REPORT: EZfare Committee (Mr. Dutkevicz)

Mr. Conrad gives a brief overview of EZfare Sales from February 2022 – August 2022 and the budget to actual document.

- i. EZfare Sales (February 2022 – August 2022)
- ii. Budget to Actual EZfare

17. REPORT: IMI Grant Committee (Mr. Conrad)

Ms. Conrad gives a brief overview of the unaudited IMI Grant Budget to actual through August 31, 2023.

- i. IMI Grant Budget to Actual
- ii. Journal Article: Travel behavior of unbanked, underbanked, and ultra-low income transit riders in Ohio under Covid-19.
- iii. Final report IMI Grant

18. REPORT: EZConnect Committee (Mr. Conrad)

Ms. Conrad gives a brief overview of the budget to actual for the OTP2 Grant NEO & SWO, Via, and Senator Brown Appropriations Grant.

- a. Budget to Actual OTP2 Grant (NEO)
- b. Budget to Actual OTP2 Grant (SWO)
- c. Budget to Actual Via
- d. Budget to Actual Sen. Brown

19. REPORT: Dues & Strategic Planning Committee (Mr. Capelle)

Mr. Conrad states nothing significant to report.

20. REPORT: Grants Committee (Mr. Harris)

Ms. Conrad gives a brief overview of the status of future OTP2 Grant for 2025.

- i. OTP2 FY 2025 – Microtransit and EZConnect FTA Smart Grant

21. REPORT: Procurements – Transportation Planning Software and TVM’s
(Ms. Conrad)

Ms. Conrad gives a brief overview of the budget to actual for Transportation Planning Software and TVM procurement projects.

- i. Budget to Actual – Procurement Projects

22. REPORT: Executive Director

Ms. Conrad gives a brief update on NEORide’s 2023 SPO progress to date. Document in board packet outlines each 2023 SPO progress.

- a. Update on SPO’s from 2023

23. REPORT: Chairman’s Report (Mr. Capelle)

Mr. Capelle states there is nothing significant to report.

24. Guest Communications: (Limit 5 Minutes)

No discussion was heard.

IX. Next Meeting and Adjournment

25. Motion: Mr. Haley made a motion to adjourn. Mr. Conrad seconded the motion.

- i. Executive Committee Meeting: 11-16-23 @ 1:00 p.m.; Grange Insurance Audubon Center, 505 W. Whittier St., Columbus, OH

Vote: All voted in favor of the motion