



## NEORide

### **Minutes of the NEORide Executive Board Meeting**

June 13<sup>th</sup>, 2024 – Byxbe Building 12:00 pm – 2 pm.  
1610 State Route 521 Delaware, OH 43015

#### ***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 12:10 p.m.

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

#### Board Members and Alternates:

Ben Capelle, President	Laketran
Chasilyn Carter	LFPT
Aaron Kennedy	LFPT
Matt Dutkevicz	BCRTA
Delene Weidner	BCRTA
Kirt Conrad	SARTA
Dean Harris	WRTA
Mike Salamone	Trumbull County
Brian Trautman	PARTA
Kelly Jurisch	PARTA
Lucas Boehm	TARTA
Dawn Distler	METRO RTA
Jarrod Hampshire	METRO RTA
Darryl Haley	SORTA
Erin Delffs	COTA
Andy Volenik	DCTB
Joshua Miranda	GCRTA
Brandon Policicchio	GDRTA
Sally Brown	GDRTA
Shari Green	CARTS
Matt Allison	Licking County Transit
Jean Taddie (phone)	Richland County
Shannon Rine (phone)	MCPT
Mandy Murphy (phone)	Amtran
Gina Douthat (phone)	TANK
Shannon Rine (phone)	MCPT
Jacob Pitman (phone)	KRT
Bryan Smith (phone)	City Bus
Kathy Bednarek (phone)	LCTA
Patrick Harris (phone)	COTA
Joanne Zhang	COTA
Nathan Leppo	METRO RTA

#### Other Interested Parties:

Katherine Conrad	NEORide
Corey Tarter	NEORide
Barbara Rhoades	OTRP

Cristian Kornea	OTRP
Ken Reed	OTRP
Ryan Spitzer	Isaac Wiles
Kara Baldwin (phone)	NEORide
Santosh Mishra (phone)	Flexlynqs

## ***II. Summary of Board Actions***

- 1. Approved NEORide Executive Board Meeting Agenda 6/13/24.**
- 2. Approved NEORide Executive Board Meeting Minutes 3/22/24.**
- 3. Accepted and Approved Motion to accept the Strategic Planning and Dues Committee recommendation to change their name to the Governance Committee.**
- 4. Accepted and Approved Motion to approve MOU between SORTA, BCRTA and NEORide for the Workforce Development Grant.**
- 5. Accepted and Approved Motion to approve the Masabi MSA to include updated tiered annual pricing from Velocia.**
- 6. Accepted and Approved motion to approve the Central Ohio Transit Authority (COTA – Ohio) Board of Trustee’s resolution to join NEORide.**
- 7. Accepted and Approved motion to approve the Perry County Commissioners resolution to join NEORide.**
- 8. Accepted and Approved the Heart of Iowa Regional Transit Agency (HIRTA – Iowa) Board of Directors resolution to join NEORide.**
- 9. Accepted and Approved the Board of Trustees of Chattanooga Area Regional Transportation Authority (CARTA) membership to join NEORide.**
- 10. Approved contract with CapTech for implementation and training on the Salesforce CRM system in amount of \$377,300 for up to 5 years.**
- 11. Approved motion to authorize NEORide to participate in the state of OH cooperative purchasing program.**
- 12. Approved motion to execute P.O. with Salesforce for CRM system amount of \$162,127.30.**
- 13. Accepted and Approved contract with Transit App.**
- 14. Approved motion of MOU between City Bus and NEORide for grant management services at a rate of \$175/hour.**

### **III. Consent Docket**

#### **1. Consent Docket**

**Motion: Mr. Harris made a motion to approve the consent docket. Mr. Haley seconded the motion.**

No discussion was heard.

#### ***Approve, Accept and Affirm all items on the Consent Docket***

- a. Approve Executive Board Meeting Agenda of 6/13/24.
- b. Approve NEORide Executive Board Meeting Minutes 3/22/24.
- c. Accepted and Approved Motion to accept the Strategic Planning and Dues Committee recommendation to change their name to the Governance Committee.
- d. Accepted and Approved Motion to approve MOU between SORTA, BCRTA and NEORide for the Workforce Development Grant.
- e. Accepted and Approved Motion to approve the Masabi MSA to include updated tiered annual pricing from Velocia.
- f. Accepted and Approved motion to approve the Central Ohio Transit Authority (COTA – Ohio) Board of Trustee’s resolution to join NEORide.
- g. Accepted and Approved motion to approve the Perry County Commissioners resolution to join NEORide.
- h. Accepted and Approved the Heart of Iowa Regional Transit Agency (HIRTA – Iowa) Board of Directors resolution to join NEORide.
- i. Accepted and Approved the Board of Trustees of Chattanooga Area Regional Transportation Authority (CARTA) membership to join NEORide.

Ms. Conrad welcomes all new members to NEORide.

**Vote: All voted in favor of the motion.**

### **IV. Contracts for Approval**

- 1. Motion: Mr. Dutkovicz made a Motion to Approve a Contract with CapTech for implementation training on CRM system in amount of \$377,300 for up to 5 years subject to legal review. Ms. Distler Seconded the Motion.**

Ms. Conrad gives a brief overview of CapTech and the proposed contract as well as updates on timeline/overview and handling of implementation. CapTech contract is just for training & implementation. Ms. Conrad explained participation agreements for interested agencies.

Mr. Spitzer went over the specifics of the participation agreements – clarifying NEORide pays everything up front – contract specifications for CapTech & Salesforce for participating agencies.

**Vote: All voted in favor of the motion.**

- 2. Motion: Mr. Dutkovicz made a Motion to Approve authorizing NEORide to participate in the state of OH Cooperative Purchasing Program. Mr. Conrad Seconded the Motion.**

Ms. Conrad stated that by joining this cooperative, NEORide will be able to utilize preferred pricing for Salesforce.

**Vote: All voted in favor of the motion.**

- 3. Motion: Mr. Conrad made a Motion to Approve execution of P.O. with Salesforce for CRM system for above amount. Mr. Boehm seconded the motion.**

Ms. Conrad stated that because NEORide is collectively purchasing 80 licenses, Salesforce has agreed to a price lock for up to 5 years.

**Vote: All voted in favor of the motion.**

- 4. Motion: Mr. Haley made a Motion to Approve a contract with Transit App for up to 5 years. Mr. Harris seconded the motion.**

Ms. Conrad gives a brief explanation of the Transit App contract, confirming that she had discussed changes to the contract with any current users. The contract will also be available for any new members.

**Vote: All voted in favor of the motion.**

- 5. Motion: Mr. Harris made a Motion to Approve MOU between CityBus and NEORide allowing NEORide to provide Grant Management services with an amount not to exceed \$10,000. Mr. Haley seconded the motion.**

Ms. Conrad explains the reasoning for this decision, explaining one of the strategic goals to enhance these types of services for our members for assistance.

**Vote: All voted in favor of the motion.**

- 6. Motion: Mr. Harris made a Motion to Consider Amendment to ORTP Agreement. Mr. Salamone seconded the motion. Mr. Conrad abstains.**

Ms. Conrad states this addition to the OTRP Agreement adds project management funds that will be received under the SMART Grant.

**Vote: All voted in favor of the motion.**

7. **Motion: Mr. Salamone made a Motion to approve the final NEORide Strategic Plan as approved by the Strategic Planning and Dues Committee (now known as the Governance Committee). Ms. Distler seconded the motion.**

No Discussion was heard.

**Vote: All voted in favor of the motion.**

8. **Motion: Mr. Conrad made a Motion to accept selections by the NEORide Board Chair of a nominating committee to serve for 1 year. Mr. Salamone seconded the motion.**

Mr. Conrad, Mr Hampshire, Mr. Smith and Mr. Salamone all volunteered to be part of the nominating committee. Ms. Conrad updated the committee that due to his pending retirement, Mr. Haley has asked to not be considered for the VP role during this next election.

**Vote: All voted in favor of the motion.**

## V. *Reports*

### 1. **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.

Ms. Conrad discussed and laid out the draft budget for 2025.

Mr. Harris reported that the Treasurer's report was approved.

### 2. **REPORT: EZfare Committee** (Mr. Dutkevicz)

Ms. Conrad gave an overview of Masabi partnership agreement and the agencies who have submitted Two new agencies are in the process of joining EZfare – AMTRAN and CityBus.

Ms. Conrad provided overview of budget to actual EZfare.

### **3. REPORT: EZConnect Committee**

- a. Via Transit Summit
- b. Budget to Actual

Ms. Conrad reports the budget to actual to date. Ms Conrad updated the board that she will be attending the upcoming Via Transit Summit and encouraged other NEORide members to attend.

### **4. REPORT: Governance Committee (Mr. Capelle)**

Ms. Conrad gave an update on next meeting for Governance – June 13<sup>th</sup> at 1 pm.

### **5. REPORT: Grants (Mr. Harris)**

Ms. Conrad gives a brief overview of the status of pending grants. (*Listed Below*).

- a. SMART Grant – Awarded Advanced Safety Technologies for Transit (submitted by SARTA, partners including WRTA, BCRTA, NEORide, OTRP, CALSTART and Perrone)
- b. ATTAIN Grant (pending)
- c. Low-No Grant (pending)
- d. ODOT Ohio Workforce Development FY 2025 – Due June 30

Ms. Conrad reviewed that OTRP has hired a new compliance policy consultant to work with NEORide to review, update and pass any policies needed.

### **6. REPORT: Active Procurements (Ms. Conrad)**

Ms. Conrad reports updates regarding active procurements that are ongoing.

- a. Enterprise Resource Planning (ERP) – goal to finalize by mid July 2024 as requirements and participating transits are being circulated.
- b. Modular CAD/AVL Procurement – available to all NEORide members.

Ms. Conrad informs about a new IT working group and asked anyone interested to reach out for details.

### **7. REPORT: ODOT Coordinators – Tabled**

- a. Services List

### **8. REPORT: Executive Director**

- a. NEORide Annual Meeting
- b. FTA Direct Recipient
- c. Policy Updates

Ms. Conrad reminded the board of the upcoming NEORide Annual Meeting, September 2024 and encouraged members to register for the meeting through NEORide website.

### **9. REPORT: Chairman's Report (Mr. Capelle)**

Mr. Capelle states there is nothing significant to report.

**10. Guest Communications: (Limit 5 Minutes)**

No further guest communications.

**V. *Next Meeting and Adjournment***

**11. Motion: Mr. Dutketicz made a motion to adjourn. Mr. Harris seconded the motion.**

- a. August 16<sup>th</sup>, 2024 – NEORide Executive Board Meeting
- b. August 16<sup>th</sup>, 2024 – NEORide Governance Meeting
- c. September 11, 2024 – NEORide Annual Meeting, AC Hotel by Marriott

**Vote: All voted in favor of the motion.**

DRAFT