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555 Lakeshore Blvd. Painesville Twp., OH 44077

## “COMMITTEE OF THE WHOLE” MEETING

Monday, July 27, 2020 at 4:00 p.m.

### MINUTES

#### 1. Meeting Called to Order – 4:05 p.m.

President Brian J. Falkowski called the “Committee of the Whole” meeting to order.

#### 2. Roll Call

Brian J. Falkowski  
Jon P. Marten  
Donna P. McNamee  
Dennis Montrella  
Dale Schiavoni  
Lane H. Sheets  
Sara Spence  
Charles J. Zibbel

Benjamin S. Capelle  
Brandon D. R. Dynes

#### 3. Regular Session

- a. Motion to move to the Board of Trustees meeting the attached resolution authorizing the Filing of Applications with the Federal Transit Administration for Federal Fiscal Year 2021, an operating Administration of the United States Department of Transportation, for Federal Transportation Assistance authorized by 49 U.S.C. Chapter 53, Title 23 of United States Code, and other Federal Statutes administered by the Federal Transit Administration including Northeast Ohio Areawide Coordinating Agency (NOACA) for Cleveland Urbanized Area Federal Transit Administration (FTA) funding from the Enhanced Mobility for Seniors and Individuals with Disabilities Program (Section 5310) Was made by Mr. Schiavoni – Seconded by Mr. Sheets  
“AYES”: Messrs, and Mmes.: Marten, McNamee, Montrella, Schiavoni, Sheets, Spence and Zibbel.  
“NAYS”: None  
Motion passed.



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- b.** Motion to move to the Board of Trustees meeting the attached resolution updated ARTICLE V. FISCAL MATTERS policies and sections per auditors and Federal Transit Administration (FTA) recommendations and guidelines and Credit Card Policy was made by Mr. Schiavoni – Seconded by Mr. Zibbel.  
“AYES”: Messrs, and Mmes.: Marten, McNamee, Montrella, Schiavoni, Sheets, Spence and Zibbel.  
“NAYS”: None  
Motion passed.
- c.** Motion to move to the Board of Trustees meeting the attached resolution authorizing the CEO, or his designee, to purchase twelve (12) Dial-a-Ride buses from the Transportation Equipment Sales Corporation (TESCO) at a cost not to exceed \$1,620,039 was made by Mr. Schiavoni – Seconded by Mr. Montrella.  
“AYES”: Messrs, and Mmes.: Marten, McNamee, Montrella, Schiavoni, Sheets, Spence and Zibbel.  
“NAYS”: None  
Motion passed.
- d.** Information regarding a next day Dial-a-Ride pilot program.  
Matt Maier – Director of Operations  
As an enhancement to Laketrans services, a three month trial will begin on Monday, August 3, 2020 for “next day” Dial-A-Ride service. It will be on a first come – first serve basis. If a trip slot is available, a rider will be able to get a next day service; if not, the regular waiting period will need to be executed. The pilot program will be evaluated after three months to see if it reduces the efficiency of the Dial-A-Ride program.
- e.** Discussion about strategic planning.  
Ben Capelle – CEO  
Mr. Capelle raised the issue of starting a series of meetings to discuss strategic planning for the next 10 years. Several board members suggested that we wait until at least the beginning of the year to examine the COVID-19 effects and see if ridership will begin to return to previous numbers.

#### 4. Old Business

None



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**5. New Business**

None

**6. Adjournment – 5:04 p.m.**

Motion to adjourn the “Committee of the Whole” meeting was made by Mr. Zibbel –  
Seconded by Mr. Schiavoni.

“AYES”: Messrs, and Mmes.: Marten, McNamee, Montrella, Schiavoni, Sheets, Spence  
and Zibbel.

“NAYS”: None

Motion passed.

Meeting adjourned at 5:04 p.m.