

Executive Committee

November 9, 2022 | 3:30 p.m. – 5:00 p.m.



In-Person:

Greater Portland Transit District
114 Valley Street, Conference Room A | Portland, ME 04102

Remote:

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82135240429?pwd=SFd6TnBVbVhHYUYyUWNrak56ZVBMZz09>

Passcode: 367456 | Webinar ID: 821 3524 0429

Phone: (646) 558-8656 | Telephone participants: *9 to raise hand, *6 to unmute

MEETING AGENDA

AGENDA ITEM	PRESENTER	ACTION or INFORMATION
1. Call Meeting to Order (3:30)	Hope Cahan, Board President	N/A
2. Public Comment (3:30-3:35) The Executive Committee welcomes public comments at this time for items <u>not listed</u> on this agenda at this time. For items listed on the agenda, the chair will allow members of the public to comment following the staff presentation. There is a <i>three-minute time limit</i> per speaker. (Comments will be paraphrased in meeting minutes)	Hope Cahan, Board President	Information
3. Approval of Meeting Minutes (3:35-3:40) Review and approve the minutes from the September 14, 2022 meeting of the Executive Committee.	Hope Cahan, Board President	ACTION
4. Metro Officer Selection Process (3:40-3:50) The 2 year terms of the current slate of board officers will expire on December 31, 2022. Ideally, the board will elect officers for the 2023-2024 period in December. This allows the officers to be seated in January as well as time for the new Board President to make committee assignments.	Greg Jordan, Executive Director	Information
5. PACTS Connect 2045 (3:50-4:10) PACTS is nearing completion of the long range transportation plan. The public comment period ends November 20 and final adoption by Policy Board is anticipated on December 15. Staff will provide an overview of the plan, major transit projects, and any key concerns.	Greg Jordan, Executive Director	Information and Possible Action
6. PACTS Funding Framework Task Force (4:10-4:30) Staff will provide an update on the progress of the PACTS Funding Framework Task Force as well as status of ARPA funding allocated by the PACTS Policy Board in March 2022.	Greg Jordan, Executive Director	Information and Possible Action

<p>7. Petition by ATU Local 714 to Add 3 Employee Classifications to the Collective Bargaining Agreement (4:30-4:45)</p> <p>A majority of the 7 individuals employed across 3 classifications (Dispatchers, Customer Service Representatives, and Shuttle Driver) have signed cards indicating a desire to join ATU Local 714. The committee may vote to enter executive session to discuss the agency's position as it relates to adding these employee classifications to the Collective Bargaining Agreement, pursuant to 1 MRSA Section 405 (6) (D). Any action must be taken in public session.</p>	<p>Greg Jordan, Executive Director</p>	<p>ACTION</p>
<p>8. Future Agenda Items (4:45-5:00)</p> <ul style="list-style-type: none"> • Agency Strategic Planning (Upcoming) • PACTS Initiatives and Reforms (Ongoing) • Engaging New Stakeholders (Ongoing) 	<p>Hope Cahan, Board President</p>	<p>Information</p>
<p>9. Upcoming Meetings (4:45-5:00)</p> <ul style="list-style-type: none"> • Ridership Committee – November 16, 2022 at 4:00 p.m. • Board of Directors – TBD • Finance Committee – December 7, 2022 at 4:00 p.m. • Executive Committee – December 14, 2022 at 3:30 p.m. 	<p>Hope Cahan, Board President</p>	<p>Information</p>
<p>10. Adjournment (5:00)</p>	<p>Hope Cahan, Board President</p>	<p>N/A</p>

As of November 9, 2022 Greater Portland METRO is holding meetings of the Board of Directors (and its committees) in hybrid format, both in person at METRO's offices and via webinar. The remote portions of all meetings are conducted in accordance with the requirements of METRO's Remote Participation Policy (adopted August 25, 2022) as well as LD 1772, PL 2022 Ch. 666, and 1 MRSA Chapter 13, Subchapter 1.



**Board of Directors – Executive Committee – via Zoom
October 12, 2022 at 3:30 p.m.
DRAFT Meeting Minutes**

Committee Members Present:

Hope Cahan, Committee Chair
Mike Foley
Paul Bradbury

Staff and Guests:

Greg Jordan, Executive Director
Danielle Nemeth, HR Director

Non-Committee Members Present:

Nat Tupper

Public: None

Committee Members not Present:

Attendance roll call taken by Greg Jordan, Executive Director.

1. With a quorum in place, the meeting was called to order at 3:32 p.m. by Hope Cahan, Board President and Committee Chair.

2. Public comment: No members of the public were present.

3. Approval of September 14, 2022 Meeting Minutes

Paul Bradbury made a motion to approve the August 10, 2022 meeting minutes. Mike Foley seconded in the motion. After a roll call vote of the members present, the minutes were unanimously approved.

4. Proposed Pass Program with City of Portland for Resettlement Program

Executive Director Greg Jordan presented the terms of the proposed pass program with the City of Portland for the city's Resettlement Program.

Paul Bradbury inquired as to whether the proposed program would lead to higher revenue than today? Greg Jordan responded that staff does not have good data on current ticket sales to the city, but that staff expected revenue under the program to exceed ticket sales, in addition to increasing ridership, reducing the city's administrative burden, and vastly improving mobility for program participants.

Mike Foley asked whether this program could be migrated to a broader program benefitting all recipients of General Assistance (GA) funding. Greg Jordan responded that this a goal for Metro, but explained that GA rules currently make it difficult to provide transportation benefits beyond trips specifically authorized for individuals.

Mike Foley made a motion to approve Amendment 2 to Pass Program Agreement with University of Southern Maine. Paul Bradbury seconded in the motion. After a roll call vote of the members present, the committee unanimously endorsed the program and recommended it for approval by the Board of Directors.

5. Inflation Assistance for Non-Union Personnel

Greg Jordan presented staff's proposal to extend a one-time inflation assistance payment in the amount of \$2,800 to eligible non-union personnel.

Paul Bradbury questioned whether it was appropriate to extend a benefit to non-union staff that was determined within the context of contract negotiations and whether or not the scale was appropriate. Greg Jordan responded that while the payment amount was developed as part of contract negotiations with the union, staff are recommending the same amount for non-union staff for reasons of internal equity, and on the grounds that the overall pay increase to non-union staff in 2022 will be below the current rate of inflation.

Mike Foley made the point that such payments contribute to overall inflation expressed concern on whether the scale of benefit was in alignment with how other public sector organizations are responding to the present economic environment. Greg Jordan indicated that, should this item be endorsed, staff will provide additional information and analysis for the board to consider prior to taking action on this item.

Mike Foley made a motion to approve the Inflation Assistance for Non-Union Personnel. Paul Bradbury seconded in the motion. After a roll call vote of the members present, the committee unanimously endorsed the program and recommended it for approval by the Board of Directors.

6. PACTS Funding Framework Task Force

Executive Director, Greg Jordan presented and update on the work of the PACTS Funding Framework Task Force and the status of American Rescue Plan Act (ARPA) funding awarded to Metro by the PACTS Policy Board in March 2022.

Paul Bradbury asked about the status of the split letter. Greg Jordan responded that it still has not been signed by the other transit designated recipients in the region. Greg explained that we should expect these agencies to sign the letter following the anticipated adoption of the revised funding framework by the PACTS Policy Board in October, as well as additional work to resolve remaining concerns on the boundaries between (and processes governing) Policy Board authority and transit agency control over such major regional issues as allocations of federal formula funding.

7. Future Agenda Items

There were no additional items added to the current list:

- Agency Strategic Planning (Propose deferral to Fall)
- PACTS Initiatives and Reforms (Ongoing)
- Engaging New Stakeholders (Ongoing)

8. Upcoming meetings

These are upcoming meetings as presently scheduled:

- Ridership Committee – October 19, 2022 at 4:00 p.m.
- Board of Directors – October 27, 2022 at 4:00 p.m.
- Finance Committee – November 2, 2022 at 4:00 p.m.
- Executive Committee – November 9, 2022 at 3:30 p.m.

9. Adjournment

Paul Bradbury made a motion to adjourn the meeting. Mike Foley seconded the motion. After a roll call vote of the members present with all member voting in the affirmative, the meeting was adjourned at 4:35 p.m.

EXECUTIVE COMMITTEE

AGENDA ITEM 4

DATE

November 9, 2022

SUBJECT

Metro Officer Selection Process

PURPOSE

Review process to elect board officers for two-year terms spanning 2023-2024.

BACKGROUND/ANALYSIS

Article V, Section 1 of Metro's by-laws identifies Metro's officers, terms of office, and indicates the duties customary for such positions.

The officers of the District shall be a President, a Vice President, a Treasurer, and a Secretary/Clerk who shall be elected by a majority vote of the Board of Directors from their own membership and who shall serve for two years. The duties of the President, Vice President, Treasurer, and Secretary/Clerk shall be such as are usually imposed upon such officials and as are required by law and such as may be assigned to them respectively by the Board of Directors from time to time (Article V, Section 1).

The two-year terms of office for Metro's current officers expire on December 31, 2022. Ideally before the end of the year, the Board of Directors will elect successor officers by a majority vote. A complicating factor in this process is that the City of Portland [re]appoints its board representatives every year in December (and sometimes January) following its election cycle, and the seating of the new council in December.

In order to work around this constraint, Metro will usually schedule its December board meeting during the second or third week of the month, so as to follow Portland's appointment of board representatives.

Typically, officers are elected by the full board membership based on a slate of nominations. For the upcoming process, staff recommends that the Executive Committee take on the role of a Nominating Committee. In assuming this role, the current Executive Committee chair (or designee) would engage with the membership to develop a recommended slate of officers for the 2022-2023 term. The committee would ratify the recommendation at the earliest possible meeting date following Portland's appointment of board members.

The full board will review and approve the Executive Committee's recommendation, or may make changes to the slate subject to an affirmative majority vote of all the members present.

Following the election of officers, it is customary for the Board President to make committee assignments. Typically, Board officers are charged with chairing the three standing committees: Executive, Finance, and Ridership.

Considerations for the selection of officers and committee assignments include:

- Customary officer succession (i.e., vice-president becomes president, etc.).
- Geographic equity.
- Willingness and ability to serve in an officer or committee chair position.
- Interest and aptitudes related to the work of various committees.

Finally, the board created the unofficial role of Past President in 2021. While not formally stipulated in the by-laws, the Past President is assigned to be the 5th member of the Executive Committee with the goal of providing leadership continuity as well as providing an odd number of members.

FISCAL IMPACT

None

RECOMMENDATION

This item is at the Executive Committee's discretion.

CONTACT

Greg Jordan
Executive Director
207-517-3025
gjordan@gpmetro.org

ATTACHMENTS

None.



EXECUTIVE COMMITTEE

AGENDA ITEM 5

DATE

November 9, 2022

SUBJECT

Connect 2045 – PACTS Long Range Transportation Plan

PURPOSE

Review the transit elements of the Connect 2045 Plan.

BACKGROUND/ANALYSIS

At the November 9 meeting, Metro staff will provide an overview of the transit elements of the proposed regional long-range transportation plan. PACTS staff are working toward adoption of the plan in December 2022.

Information about the plan, and the plan itself, is available at the following link.

<https://www.connect2045.org/>. Prior to submitting formal comments, staff are soliciting the committee's (and board's) feedback.

FISCAL IMPACT

None

RECOMMENDATION

This item is for information and discussion.

CONTACT

Greg Jordan
Executive Director
207-517-3025
gjordan@gpmetro.org

ATTACHMENTS

None.

PACTS Funding Framework Task Force

Thursday, November 10, 2022

12:00-1:30 pm

Meeting Agenda

In-Person:

*Greater Portland Council of Governments
970 Baxter Boulevard, Room 201
Portland, Maine*

Remote:

Webinar link: us02web.zoom.us/j/89649877280

Phone: (301) 715-8592

Webinar ID: 896 4987 7280

*Participating by phone? Use *9 to raise your hand and *6 to unmute.*

As of April 26, 2022 GPCOG and PACTS are holding committee meetings in hybrid format, both in person at GPCOG’s offices and via webinar. The remote portions of all meetings are conducted in accordance with the requirements of GPCOG Executive Committee policy, [LD 1772](#), [PL 2022 Ch. 666](#), and [1 MRSA Chapter 13, Subchapter 1](#).

This meeting is being recorded and will be made available at gpcog.org/AgendaCenter.

1. Public Comment 5 minutes

Members of the public are welcome to provide up to three minutes of public comment.

2. Introduction 5 minutes

Brief introduction by the group facilitator.

3. Discussion—Underlying Issues 70 minutes

Discussion regarding the concerns underlying the suggested governance changes:

The Funding Framework Task Force met on October 13 to vet the remaining issues identified in the May 13 letter from four of the region’s transit agencies (see letter in [Attachment 9-A](#) in the May 24 Policy Board meeting packet) . The remaining issues included suggested changes to PACTS' governance processes or bylaws. While the task force did not support making changes to PACTS' governance processes or bylaws at this time, it did recognize there were concerns to be addressed. The group agreed to develop a final report to the Policy Board that will:

- List the suggested governance changes.

- Explain the task force’s general lack of support for advancing governance changes at this time.
- Include a complete list of the concerns underlying the proposed governance changes.

The focus of today’s meeting is the third bullet—the list of the concerns underlying the proposed governance changes. Staff has drafted a list as shown in Attachment A. Today the task force is asked to:

- Review the list of the concerns underlying the proposed governance changes to ensure all concerns are accurately represented.
- Draft language for a recommendation to the Policy Board in December (e.g., Direct staff to research approaches and best practices at other metropolitan planning organizations (MPOs) with these underlying concerns in mind and bring forth recommendations to help address the concerns.)

Staff will present a summary of the task force’s work, the list of suggested governance changes (see [Attachments A and B](#) in the October 13 Funding Framework Task Force meeting packet), the list of underlying concerns, and the recommendation from the task force to the Policy Board at its December 15 meeting.

4. Recap

10 minutes

Summary of the meeting; review of the next steps.

Attachment A

Transit Agency Concerns as understood by GPCOG staff 11/2/2022

More conversations, not fewer. More input, not less. Some transit agencies feel that the current process does not give them enough opportunity for input. The restructuring of PACTS eliminated the Transit Committee and moved many of the committee’s core functions to the new Regional Transportation Advisory Committee (RTAC). There are four transit representatives on RTAC, which means that in any given year three agencies are not "at the table" to help craft, and have direct input on, recommendations to the Policy Board. *Recommendations should reflect input from all seven agencies.*

In June 2022, PACTS transitioned to monthly meetings of the Transit Task Force at the request of the transit agencies. Several transit agencies feel that the current Transit Task Force is lacking in structure and resources (funding). Some agencies would like to see the transit agencies make formal funding recommendations to RTAC.

Transit agencies are the experts in their respective operations and some transit agencies feel as though their expertise is undervalued or overshadowed by those who are not immersed in transit operations, including GPCOG staff.

On the transit side of things, the experts, i.e., transit operators, do not have the ability to “put the brakes on” a policy or decision with which they do not agree. When the Regional Complete Streets policy came forward, for example, city/town managers and public works directors had enough representation on the PACTS Policy Board to slow it down and send it back to a committee for more work. When the American Rescue Plan Act (ARPA) public transportation funding recommendations came forward and multiple transit agencies did not agree with them, the transit agencies could not “put the brakes on” in the same way.

Transit agencies are responsible for project implementation whether they support the projects or not, and whether project delivery is feasible given resource constraints.

Transit agencies are accountable to their respective boards who are responsible for approving agency budgets, among other things. PACTS’ transit decisions can adversely affect those budgets and potentially run counter to an agency’s priorities.

The roles and responsibilities of the PACTS Policy Board versus those of the PACTS Executive Board are not clearly articulated.