

Executive Committee

April 30, 2024 | 3:30 p.m. – 4:05 p.m.



Onsite:

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/84142523243?pwd=RjBWTStDV2R3enB6MzA0Q1haZVFQZz09>

Passcode: 344764 | Webinar ID: 841 4252 3243

Phone: (646) 931-3860 | Telephone participants: *9 to raise hand, *6 to unmute

MEETING AGENDA

AGENDA ITEM	PRESENTER	ACTION or INFORMATION
1. Call Meeting to Order (3:30)	Ed Suslovic, Board President	N/A
2. Public Comment (3:30-3:35) The Board of Directors 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)	Ed Suslovic, Board President	Information
3. Meeting Minutes (3:30-3:35) Review and approve minutes from the March 28, 2024 meeting.	Ed Suslovic, Board President	ACTION
4. Revenue Contract Discussion (3:35-4:00) Staff recommends the committee enter executive session pursuant to 1 MRSA Section 405 (6) (D), to discuss negotiation of a revenue contract. Any action must be taken in public session.	Glenn Fenton, Interim Executive Director	Information
5. Future Agenda Items (4:00-4:05) <ul style="list-style-type: none">Executive Director Search ProcessAgency Strategic Planning (Ongoing)Collective Bargaining Agreement RenewalPACTS Initiatives and Reforms (Ongoing)	Ed Suslovic, Board President	Information
6. Upcoming Meetings (4:00-4:05) <ul style="list-style-type: none">Executive Committee – May 8, 2024 at 3:30 pmRidership Committee – May 15, 2024 at 3:30 pmBoard of Directors – May 23, 2024 at 4:00 pm	Ed Suslovic, Board President	Information

9. Adjournment (4:30)	Ed Suslovic, Board President	ACTION
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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.



**Greater Portland Metro Executive Committee
Wednesday, April 18, 2024:
DRAFT Meeting Minutes:**

Member	Municipality	Role	Status
Ed Suslovic	Portland	President & Chair	Present
Hope Cahan	Falmouth	Vice President & Vice Chair	Present
Paul Bradbury	Portland	Treasurer	Present
John Thompson	Westbrook	Secretary	Present

Staff Present	Identified Members of the Public
Glenn Fenton – Chief Transportation Officer, Interim Executive Director Shelly Brooks – Chief Financial Officer	Michael Shaughnessy – Board Member Kristen Joyner – KL2 Connects Robert Babbitt – KL2 Connects Ephrem Paraschak – Board Member Tom Poirier – Board Member

I. With a Quorum in place, this meeting was called to Order By: Ed Suslovic at: 3:33 pm.

II. Public Forum: No members of the public were present.

III. Approval of March 28, 2024 Meeting Minutes:

Paul Bradbury motioned to approve the March 28, 2024 meeting minutes, it was seconded by John Thompson. After a roll call of the members present, the March 28, 2024 Executive Committee meeting minutes were unanimously approved.

IV. Executive Search Kick-off Discussion:

Shelly Brooks leads the discussion for item 4: Executive Search Kick-off Discussion. Kristen Joyner and Robert Babbitt from KL2 Connects joins to present the search steps. It will take about 40 - 70 days after posting a job, including screening, decision making, and choosing a pool of candidates. Metro will have conversations with key decision makers to know more about the company and their needs. Part of this process that's different, each time they meet with the Committee, it is a public forum, maybe they should have a point person for a sensitive issue that the company can talk to, especially since it could be an internal hire. Ed Suslovic says he would handle that; his role is to be their immediate and timely contact.

V. Board Committee Assignments:

Glenn Fenton leads the discussion on item 5, Board Committee Assignments. Michael Shaughnessy would like to join the Ridership Committee, Hope Cahan agrees to him joining the

Committee, after no objections, he becomes a member of the Ridership Committee. Tom Poirier wants to join the Finance Committee and Ephrem Paraschak will go onto Ridership Committee.

VI. Collective Bargaining Update:

Ed leads the discussion on item 6 Collective Bargaining Update, Hope motions to start an Executive Session for the Collective Bargaining Update, John Thompson seconds the motion, after a roll call vote, it is unanimous to begin the executive session.

VII. Future Agenda Items:

- Executive Director Search Process
- Agency Strategic Planning (Ongoing)
- Collective Bargaining Agreement Renewal
- PACTS Initiatives and Reforms (Ongoing)

VIII. Upcoming Meetings:

- Board of Directors: April 25, 2024 at: 4:00 pm
- Finance Committee: April 24, 2024 at: 4:00 pm
- Executive Committee: May 8, 2024 at: 3:30 pm
- Ridership Committee: May 15, 2024 at: 3:30 pm

IX. Adjournment:

Hope Cahan makes a motion to adjourn the Executive Committee meeting, Paul Bradbury seconds the motion, after a roll call vote, the meeting was adjourned at 5:05 pm.