



**Proposed Meeting Summary
Board of Directors**

Thursday, November 21, 2024

1:00 PM

1. Call to Order at 1:00 PM

2. Roll Call:

Board of Directors members	Government Entity	Attendance Status
Jeannette Bradshaw	Oakland County	P
Freman Hendrix (Secretary)	City of Detroit	A
June Lee	Wayne County	A
Dave Massaron (Chair)	State of Michigan	P
Jon Moore	Macomb County	P
Don Morandini (Vice Chair)	Macomb County	P
Dr. Erica Robertson	Wayne County	P
Alma Wheeler Smith (Treasurer)	Washtenaw County	P
Ned Staebler	Washtenaw County	A
Helaine Zack	Oakland County	P

Absent (A); Present (P); Virtual (V) means participating online, yet unable to vote on official business.

Member Robertson joined the meeting at 1:03 pm.

RTA Representatives Present:

Ben Stupka, Rachel Schmuhl, Melanie Piana, Julia Roberts, Corri Wofford, Kristin Caffray, Travis Grubb, Khalil Davis, Isaac Constans, Kameron Bloye

Other Meeting Participants:

DDOT – Stephanie Davis

Rehmann - Michelle Hodges

Mario Morrow Associates (MMA) - Ryan Bridges

Bhadala - Farai Gundan (Mobility Wallet)

Citizen Advisory Council members – Robert Pawlowski, Lukas Lasecki

3. Approval of Agenda

Moved by Treasurer Smith and supported by Member Bradshaw. The November 21, 2024, Agenda was approved. The motion carried on the following roll call vote:

Board of Directors members	Government Entity	Vote
Jeannette Bradshaw	Oakland County	P
Freman Hendrix (Secretary)	City of Detroit	A
June Lee	Wayne County	A
Dave Massaron (Chair)	State of Michigan	P
Jon Moore	Macomb County	P
Don Morandini (Vice Chair)	Macomb County	P
Dr. Erica Robertson	Wayne County	P
Alma Wheeler Smith (Treasurer)	Washtenaw County	P
Ned Staebler	Washtenaw County	A
Helaine Zack	Oakland County	P

4. Public Comment

- Robert Pawlowski: Robert Pawlowski spoke on the QLINE acquisition and the major improvements they have noticed. They emphasized that there is still a lot of work to be done, including improvements needed to QLINE infrastructure and cleaning in order to leave a good impression for residents and visitors.
- Brother Cunningham: Brother Cunningham shared that DDOT had a meeting on Thursday, November 21st from 5-6:30 pm at Rosa Parks Transit Center with pizza included. They can be found @handwarmersneeded on Instagram and reached at (313) 444-9114.

5. Executive Directors Report

- Executive Director Stupka presented the Executive Directors Report to the Board, providing a summary concerning:
 - QLINE ridership – 1,000,000 riders hit last week (6 weeks earlier than last year)
 - Performance
 - On-time Performance/Delay
 - Member Bradshaw asked about the correlation between on-time performance and ridership.
 - Safety

- Chair Massaron asked how many cars are deployed at once and if safety often affects QLINE’s ability to get all four cars out at the same time.
 - Executive Director Stupka answered that four cars are typically in service at one time, with a fifth as a replacement and a sixth in rotation.
 - Service news and notes
 - Executive Director Stupka mentioned that the day before Thanksgiving is a big training day and that the operation is shut down on the 27th and 28th.
- D2A2/DAX
 - Performance
 - Member Bradshaw asked about holiday advertising with DAX. Executive Director Stupka also mentioned the Auto Show in January and that External Affairs will be working on this. Member Bradshaw also noted that the QLINE should be emphasized for the Auto Show since it is within walking distance of Huntington Place.
 - Media Relations/Communications
- Administration Updates

6. Presentations

a. Regional Transit Master Plan

- Julia Roberts presented the Planning and Innovation report on the Regional Transit Master Plan, including (A) What is the RTMP? (B) Goals (C) Timeline and (D) Process.

7. Consent Agenda

a. Approval of the October 2024 Board Meeting Summary

b. Approval of the Reports Mobility Wallet Application RFP Award

- Moved by Vice Chair Morandini and supported by Member Zack. The motion carried on the following roll call vote:

Board of Directors members	Government Entity	Vote
Jeannette Bradshaw	Oakland County	P
Freman Hendrix (Secretary)	City of Detroit	A
June Lee	Wayne County	A
Dave Massaron (Chair)	State of Michigan	P

Jon Moore	Macomb County	P
Don Morandini (Vice Chair)	Macomb County	P
Dr. Erica Robertson	Wayne County	P
Alma Wheeler Smith (Treasurer)	Washtenaw County	P
Ned Staebler	Washtenaw County	A
Helaine Zack	Oakland County	P

8. Regular Agenda

a. Approval of Equal Employer Opportunity (EEO) Policy

- Moved by Vice Chair Morandini and supported by Member Zack. The motion carried on the following roll call vote:
- Executive Director Stupka presented on the changes to RTA EEO policies and the reason for the requested approval.
 - Chair Massaron asked if the RTA has enough staff to manage this new EEO policy.

Board of Directors members	Government Entity	Vote
Jeannette Bradshaw	Oakland County	P
Freman Hendrix (Secretary)	City of Detroit	A
June Lee	Wayne County	A
Dave Massaron (Chair)	State of Michigan	P
Jon Moore	Macomb County	P
Don Morandini (Vice Chair)	Macomb County	P
Dr. Erica Robertson	Wayne County	P
Alma Wheeler Smith (Treasurer)	Washtenaw County	P
Ned Staebler	Washtenaw County	A
Helaine Zack	Oakland County	P

b. Approval of Disadvantaged Business Enterprise (DBE) Policy

- Moved by Treasurer Smith and supported by Member Zack. The motion carried on the following roll call vote:
- Executive Director Stupka presented on the changes to RTA DBE policies and the reason for the requested approval.

Board of Directors members	Government Entity	Vote
Jeannette Bradshaw	Oakland County	P
Freman Hendrix (Secretary)	City of Detroit	A
June Lee	Wayne County	A
Dave Massaron (Chair)	State of Michigan	P

Jon Moore	Macomb County	P
Don Morandini (Vice Chair)	Macomb County	P
Dr. Erica Robertson	Wayne County	P
Alma Wheeler Smith (Treasurer)	Washtenaw County	P
Ned Staebler	Washtenaw County	A
Helaine Zack	Oakland County	P

c. Approval of Americans with Disabilities Act (ADA) Compliance Policy

- Moved by Member Moore and supported by Member Robertson. The motion carried on the following roll call vote:
- Executive Stupka presented on the changes to RTA ADA policies and procedures and the reason for the requested approval.

Board of Directors members	Government Entity	Vote
Jeannette Bradshaw	Oakland County	P
Freman Hendrix (Secretary)	City of Detroit	A
June Lee	Wayne County	A
Dave Massaron (Chair)	State of Michigan	P
Jon Moore	Macomb County	P
Don Morandini (Vice Chair)	Macomb County	P
Dr. Erica Robertson	Wayne County	P
Alma Wheeler Smith (Treasurer)	Washtenaw County	P
Ned Staebler	Washtenaw County	A
Helaine Zack	Oakland County	P

d. Approval of QLINE Battery Purchase

- Moved by Member Zack and supported by Vice Chair Morandini. The motion carried on the following roll call vote:
- Executive Director Stupka presented on the process of installing eight new QLINE batteries, with the opportunity to purchase two more.
 - Chair Massaron asked if we are looking to change our Procurement policies with the change in organization size.
 - Executive Director Stupka answered affirmatively and noted that the RTA will have more information on that in the future.

Board of Directors members	Government Entity	Vote
Jeannette Bradshaw	Oakland County	P
Freman Hendrix (Secretary)	City of Detroit	A

June Lee	Wayne County	A
Dave Massaron (Chair)	State of Michigan	P
Jon Moore	Macomb County	P
Don Morandini (Vice Chair)	Macomb County	P
Dr. Erica Robertson	Wayne County	P
Alma Wheeler Smith (Treasurer)	Washtenaw County	P
Ned Staebler	Washtenaw County	A
Helaine Zack	Oakland County	P

e. Executive Director Review

- Chair Massaron asked about the Executive Director review process and if there would be any volunteers from other Board members.
 - Vice Chair Morandini asked what the criteria would be for this review. Chair Massaron explained that this would be determined in coming meetings.
 - Member Zack, Treasurer Smith, and Vice Chair Morandini volunteered to support Chair Massaron on the Executive Director review.

9. New Business

There was no new business.

10. Meeting adjourned at 1:46 PM.