



**REGIONAL  
TRANSIT AUTHORITY**  
OF SOUTHEAST MICHIGAN

**Proposed Meeting Summary**

**Board of Directors**

Thursday, December 14, 2023

1:00 PM

**1. Call to order at 1:04 PM**

**Board Members Present:**

Dave Massaron; Don Morandini, Helaine Zack; Freman Hendrix;  
Jeannette Bradshaw; Alma Smith; Ned Staebler; June Lee; Dr. Erica  
Robertson; Jon Moore (virtual)

**RTA Representatives Present:**

Ben Stupka; Khalil Davis; Julia Roberts; Shauna Morris; Corri Wofford;  
Kameron Bloye; Isaac Constans

**Other Meeting Participants:**

Morrow and Associates – RTA Consultant

**2. Approval of Agenda**

Moved by Alma Smith and supported by Jeanette Bradshaw. The  
December 14, 2023, Agenda was approved.

**3. Approval of the October 19, 2023, Board Meeting Summary**

Moved by Alma Smith and supported by Ned Staebler. The October 19,  
2023, Meeting Summary was unanimously approved.

**4. Public Comment**

Robert Pawlowski provided comments regarding the Detroit to Airport  
Express Pilot (DAX) as it relates to accessibility within the McNamara  
Terminal, as well as the accomplishments of the RTA.

**5. Approval of the October and November 2023 Financial Reports**

Ben Stupka advised that there were a few changes to some  
administrative expense categories, but there were no major expenses.  
Moved by Alma Smith and supported by Don Morandini, the October  
2023 and November 2023 Financial Reports, as included in the meeting  
packet, were unanimously approved.

6. **Proposed 2024 RTA Meeting Calendar**  
Moved by Don Morandini and supported by Freman Hendrix, the 2024 Meeting Calendar was approved, as amended, to revise the CAC title to the 2<sup>nd</sup> Monday of the month.
7. **Approval of Executive Director Contract**  
Moved by Alma Smith and supported by Dr. Erica Robertson, the approval of the contract to hire Ben Stupka as the RTA's Executive Director was unanimously approved.
8. **Detroit to Airport Express Pilot (DAX) Service Notice of Award**  
Mr. Stupka presented a memorandum to the Board requesting approval to enter into a contract with Indian Trails (Michigan Flyer) to deliver bus service for the proposed DAX Pilot. Moved by Helaine Zack and supported by Ned Staebler, the contract was unanimously approved.
9. **Q-Line Discussion**  
Ben Stupka announced that the RTA and Q-Line are in discussion regarding the possibility of bringing the Q-line under the umbrella of the RTA. Lisa Nuskowski provided a summary on the history and status of M1rail (Q-line). The full presentation is here: [Q-line RTA Presentation December 2023 \(1\).pdf](#). Mr. Stupka also provided a summary regarding the due diligence that will need to be undertaken for potential agreement and transfer. The full presentation is here: [Q-line RTA Presentation December 2023 \(1\).pdf](#).
10. **Communications Report**  
Corri Wofford presented a video on the RTA's external communications efforts and successes for 2023. [2023 RTA Year End Presentation-1.mp4](#)
11. **Planning and Innovation Report – RTMP Strategies Overview**  
Julia Roberts provided a detailed overview on Regional Transit Master Plan (RTMP) strategies, as included in the meeting packet. Ms. Roberts also provided additional information on the DAX Pilot Service, with a possible launch date in spring 2024.
12. **Program Development Report**  
Melanie Piana presented the program development report, highlighting: the RTA's draft of legislative agenda priorities and timeline, financial audit activities, and operations updates. Ms. Piana also announced that an application is in process for a MI Healthy Climate Corp Member, sponsored by the Community Economic Development Association of Michigan. The Corp Member will help with the development of RTA's climate framework and messaging. Mr. Stupka provided an update on RTA's rebranding efforts, with a decision on the chosen proposal to be brought before the Board early 2024.
13. **New Business – No New Business**
14. **Meeting adjourned at 2:26PM**