

**METRO RTA  
PLANNING / MARKETING / RAIL  
COMMITTEE MEETING MINUTES  
416 KENMORE BOULEVARD BOARDROOM  
WEDNESDAY, MAY 20, 2020  
10:30 A.M.**

**ITEM 1: CALL TO ORDER**

Mr. Donald Christian called the meeting to order at 10:30 a.m.

Board members present: Donald Christian, Renee Greene, Gary Spring, Vincent Rubino

Staff present: Dawn Distler, Valerie Shea, Claire Merrick, Halee Gerenday, Angela Neeley, Shawn Metcalf, De Havilland McCall, Jarrod Hampshire, PJ Lehman, Jason Popik, Robin Stevens, Tim Smith, Emily Baarson, Matthew Mullen

**ITEM 2: APPROVAL OF MINUTES FROM APRIL MEETING**

Mr. Christian moved to approve the April minutes. Mr. Vincent Rubino second.

**ITEM 3: SUB-COMMITTEE REPORTS**

**Planning Report | Valerie Shea**

- COVID-19 Ridership and Service Updates
  - A presentation on the contingency service plans was provided including a description of the reduced service that went into place on April 6<sup>th</sup> and the new service plan going into place on June 8<sup>th</sup>.
- CARES Grant Approval
  - The CARES Act grant was applied for and approved making nearly \$20M available to help offset reduced revenues and increased costs due to COVID-19.
- Strategic Plan Update
  - The consultant team continues to work on the development of recommendations. More information will be presented at the June Committee meeting.
- March Performance Report
  - The March performance report was provided in draft form. Due to an issue resulting from an update to the farebox software, ridership data was not available at the time of the meeting. A revised March report will be included with the April report for the June meeting.

- KPIs
  - KPIs were presented and discussed.

### **Marketing Report | Claire Merrick**

- Quarterly Report/Infographic
- Akron Life Magazine
  - A Vehicle Services employee is featured on the cover of the May issue as part of local photographer Autumn Bland's Portraits of a Pandemic series.
- #IAMEssential Campaign & Video
  - We're continuing to highlight METRO employees on Facebook and Twitter.
- Pandemic Information Binder
  - Includes timeline of the pandemic, notices to employees, notices to passengers. This will help us identify lessons learned and best practices for the future.
- Reopening of Transit Center: Banners/Rules
  - Updating the Transit Center rules and rules for riding. The banners that hang from the Transit Center will also be updated.
- KPIs

Mr. Christian thanked Molly and her team for getting information out on the changes surrounding COVID-19 to the public.

### **Rail Report | Valerie Shea**

- State Route 8 bridge project update and resolution
  - ODOT is replacing the State Route 8 bridge and METRO has two rail lines that go under the bridge. No current rail traffic from METRO. Temporary construction easements and permanent areal easements to construct and maintain the bridge. Has been reviewed by our rail engineer project.
- Akron Secondary line update
  - Rail line from Akron to Hudson. Multiple interest in trails. Working with Summit Metro Parks to discuss potential of trail and the municipalities along the line.

## **ITEM 4: RESOLUTIONS FOR CONSIDERATION**

- **2020-05:** Authorizing the Chief Executive Officer to execute and deliver all documents required for the conveyance of parcel from METRO RTA to the State of Ohio for the State Route 8 Bridge Replacement project (SUM-8-1.75)

Motion by Mr. Christian to present resolution to full Board. Moved by Ms. Greene. Second by Mr. Rubino.

**ITEM 5: OTHER BUSINESS**

**ITEM 6: CALL FOR ADJOURNMENT**

Ms. Greene moved to adjourn. Mr. Spring second. Meeting concluded at 11:16 a.m.