

CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
2910 East Fifth Street Austin, TX 78702

~ Minutes ~

Board Liaison Ed Easton
512-369-6040

Tuesday, March 17, 2020
9:00 AM

9:07 AM Meeting Called to Order
9:58 AM Meeting Adjourned

I. Pledge of Allegiance

II. Public Comment:

There were no members of the public present that wished to speak.

III. Action Item:

1. Approval of a resolution delegating authority during the COVID-19 emergency.

Chief Customer Officer and COO Dottie Watkins presented this item.

Dottie gave a presentation with an overview of the Agency's response to the recent COVID-19 pandemic. These include forming an internal COVID-19 task force, initiating daily calls with members of senior management, adding Public Service placards and informational messaging to all vehicles, and enhanced cleaning of facilities and buses. We are also placing a strong emphasis on keeping employees and contractors safe and to limit their exposure to the virus, including teleworking for those whose jobs support it.

Dottie also announced that due to reduced ridership Capital Metro will also begin operating with reduced service levels beginning Wednesday, March 18th. We will also begin rear-boarding only on fixed-route services.

Board member Stratton asked if there had been any addition cleaning measures taken for our MetroAccess customers and vehicles, given that those customers represent a particularly vulnerable population. Dottie explained that while we do not have the capability to sanitize the vehicles between customers, hand sanitizer is available for both customers and operators. He also asked about the impact of the crisis on contractor employee's sick and annual leave. Dottie explained that we are working with our contractors to find a balance and address the situation.

Board member Travillion asked about our Personal Protection Equipment policies on MetroAccess vehicles. Dottie explained that we have both gloves and hand sanitizer available, and that we have stopped door-to-door service at care facilities where screening is taking place so as to minimize the chances that we might bring infection in.

EVP and Chief Counsel Kerri Butcher presented the resolution following the presentation from Dottie. The resolution delegates some authority to the President & CEO during the crisis to allow normal business to continue.

(The board took a brief recess to read the resolution language.)

After the recess Board member Stratton asked Kerri to clarify the clause granting waiver to certain parts of the Texas Public Information Act. Kerri explained that this makes certain allowances for deadlines under the Act in the time of emergency.

Board member Hill asked for clarification on the end date of these measures. Kerri said that the resolution applies during a state of declared emergency, and will expire when the City and County lift that state.

Chair Cooper thanked the board and staff for their flexibility and ability to adapt to the new situation. President Clarke concurred, and also added that the agency expects to take a financial hit from lowered sales tax and fare revenue. We are well positioned with adequate reserves, but we will need to replace those reserves when the situation ends. Transit is considered a critical need at this time so that the community can continue to have access to groceries, medical, and critical jobs.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jeffrey Travillion, Board Member
SECONDER:	Eric Stratton, Board Secretary
AYES:	Mitchell, Cooper, Travillion, Stratton, Hill
ABSENT:	Garza, Kitchen, Renteria

IV. Executive Session of Chapter 551 of the Texas Government Code:

Section 551.071 for Consultation with an Attorney; and Section 551.089 for Deliberation of Security Matters

No Executive Session was held.

V. Items for Future Discussion:

VI. Adjournment

ADA Compliance

Reasonable modifications and equal access to communications are provided upon request. Please call (512) 369-6040 or email ed.easton@capmetro.org if you need more information.

BOARD OF DIRECTORS: Wade Cooper, Chair; Delia Garza, Vice Chair; Eric Stratton, Secretary; Terry Mitchell; Troy Hill; Ann Kitchen, Jeffrey Travillion and Pio Renteria.