

**MINUTES OF THE QUARTERLY MEETING OF THE  
BOARD OF COMMISSIONERS OF  
ROCHESTER-GENESEE REGIONAL TRANSPORTATION AUTHORITY  
AND ITS SUBSIDIARIES  
November 3, 2022**

**A. Roll Call and Determination of Quorum**

The meeting was called to order at 12:04PM by Chairman Donald Jeffries who determined that a quorum was present in person. Commissioners Bird, Carlock and Rice attended via Zoom.

**Present on Roll Call:**

➤ County of Monroe	Don Jeffries	=	5 votes
County of Monroe	Terrence Rice	=	5 votes
➤ County of Monroe	Judith Ahlfeld Seil	=	5 votes
➤ City of Rochester	William Ansbro	=	2 votes
➤ City of Rochester	Jerdine Johnson	=	2 votes
➤ City of Rochester	William McDonald	=	2 votes
➤ County of Genesee	Laurie Oltramari	=	2 votes
County of Livingston	Susanne Carlock	=	2 votes
➤ County of Ontario	Brian H. Young	=	3 votes
➤ County of Orleans	James R. Bensley	=	1 vote
➤ County of Seneca	Edward W. White	=	1 vote
County of Wayne	Michael P. Jankowski	=	3 votes
➤ County of Wyoming	Rich Kosmerl	=	1 vote
➤ Amalgamated Transit Union	Jacques Chapman	=	0 votes
Transit Dependent/Disability Community	Heather Bird	=	<u>0 votes</u>

<b>Total Votes Possible</b>	<b>34</b>
<b>Total Votes Present</b>	<b>24</b>
<b>Votes Needed for Quorum</b>	<b>18</b>

**Others Present:**

Scott Adair, Chief Financial Officer  
Yolanda Allen, Community Engagement Manager  
Tracy Archie, Executive VP of Diversity, Equity, and Inclusion  
David Belaskas, Director of Engineering & Facilities Maintenance  
Julie Boasi, Director of Service Planning  
Ken Boasi, Director of Regional Operations  
Tom Brede, Public Information Officer  
Jay Corey, Director of Service Delivery  
Daniel DeLaus, General Counsel  
Christopher Dobson, VP of Transportation Services  
Renee Elwood, Director of Engagement & Well-Being  
Amy Gould, Chief People Officer

Laura Kenyon, Director of Communications & Customer Engagement  
Rusty Korth, VP of Zero-Emission Strategies  
Chris Mahood, Director of Information Technology  
Jamie Mott, Director of Paratransit Services  
Sharon Muir-Eddy, Director of Budget  
Kelly Parisi, Executive Assistant to the CEO  
Matthew Shaw, Interim Director of Maintenance  
Janet Snyder, Labor Relations Director  
James Stack, Executive Director, GTCS  
Miguel Velázquez, Deputy Chief Executive Officer  
Enza West, Supervisor of Well-Being & Engagement

## **B. Adoption of the Agenda**

Chairman Jeffries turned the meeting over to Bill Carpenter, CEO to make an announcement.

Bill Carpenter, CEO stated that in February 2022 he promoted Miguel Velazquez as Deputy CEO with the understanding that at some point in the future he would be retiring. Mr. Carpenter stated that he will in fact be retiring by June 2023.

Chairman Jeffries stated that he would like a motion to amend the agenda to add a resolution on the CEO Selection Process.

On motion of Commissioner Johnson, seconded by Commissioner McDonald, the amended agenda was unanimously approved.

Chairman Jeffries ask that Daniel DeLaus, General Counsel please speak to resolution RGRTA 37-2022. This resolution follows the CEO Replacement and Selection Process by authorizing to start with an internal search. At the completion of that internal search the Board may appoint a candidate or expand the search.

### **Resolution Initially Limiting the Chief Executive Officer Replacement Process to a Review of Internal Candidates, RGRTA 37-2022**

Resolution RGRTA 37-2022 was moved on motion of Commissioner McDonald, seconded by Commissioner Johnson, the aforementioned Resolution, a copy of which are attached to these minutes, were unanimously approved.

## **C. Approval of Minutes**

On motion of Commissioner Kosmerl, seconded by Commissioner Young, the following minutes were unanimously approved.

- RGRTA Regular Board Meeting Minutes of September 22, 2022

#### **D. CEO Report**

Bill Carpenter, Chief Executive Officer, presented the CEO Report which included a presentation by Scott Adair, Chief Financial Officer on the TOPS Report, a presentation by Renee Elwood, Director of Engagement & Well-Being on Q2 Employee Survey Results, a presentation by Laura Kenyon, Director of Communications & Customer Engagement on Community Engagement and a presentation by Miguel Velázquez, Deputy Chief Executive Officer updating the Board on the On Demand Software (The power point presentations are attached to these Minutes).

##### Questions/Comments on the TOPS Report:

- *Commissioner Rice asked with the customer satisfaction survey does everyone receives a survey after every trip. Scott Adair, CFO stated that RTS Monroe engages a 3<sup>rd</sup> party to conduct the survey for us on the bus. They are required to have 500 surveys completed from across our system. For Access and the Regional operations, we hand out surveys to customers and typically around 30-40 of those surveys are completed each quarter.*
- *Commissioner Rice asked if in Orleans where we were lower than our goal on customer satisfaction and lacking operators can we draw a conclusion? Scott Adair, CFO stated yes, driver shortages cause cut trips leaving customers without a ride one day and this may be reflected when they complete a survey the following ride.*
- *Commissioner Kosmerl asked if he could get a better briefing on what is involved in the customer satisfaction score. Scott Adair, CFO stated a separate meeting can be scheduled.*

##### Questions/Comments on Community Engagement:

- *Commissioner Ansbrow asked how we include the disabled community in our communication efforts. Laura Kenyon, Director of Communications & Customer Engagement we have been formalizing our standard procedures on this topic. Meanwhile, we work very closely with Jamie Mott, Director of Paratransit Service to assist in communication.*
- *Commissioner Bird asked about the surveys on the bus. When these surveys are happening on Access or on the RTS Monroe Buses, I have never been asked to take such a survey and have never encountered anyone from the disabled community who has completed these surveys. Jamie Mott, Director of Paratransit Services responded that in regard to the survey Access does collect 40 surveys a month and we are looking at different options to capture more responses. Commissioner Bird stated that I am sure if these surveys are being handed out on the bus they are not in braille or large print and if some of these customers have physical limitations, they are not able to complete the survey on the bus. Also, are we asking people with disabilities to complete surveys on RTS Connect as well if they choose to ride. Jamie Mott responded that our survey's for Access are specific to RTS Access. Amy Gould, Chief People Officer stated that for the Customer Satisfaction survey on the RTS Connect system currently has no specific questions that speak to someone's disability.*

On motion of Commissioner Ansbro, seconded by Commissioner Young, the CEO Report was accepted by unanimous vote.

#### **E. Financial Report**

Scott Adair, Chief Financial Officer, presented the financial report, a copy of which is attached to these Minutes.

On motion of Commissioner White, seconded by Commissioner Seil, the Financial Report was accepted by unanimous vote.

#### **F. Proposed Resolutions**

##### **Resolution Authorizing the Award of a Contract to Purchase Twenty (20) Passenger Vans, RGRTA 33-2022**

- *Commissioner McDonald asked if we go forward will we have the option down the road to go back to the transit vans. Rusty Korth, VP of Zero-Emission Strategies stated that we are just canceling the order for the vans at this time, but the contract will remain in place. Commissioner McDonald also asked if the \$99,000 included the ramp and other equipment needed or is that just for the van. Mr. Korth responded yes.*
- *Commissioner Rice asked what the cost comparison is between the transit van and the passenger van. Rusty Korth, VP of Zero-Emission Strategies stated that the transit van is about \$10,000 more.*
- *Commissioner White asked if the operating cost will be less with the passenger vans. Rusty Korth, VP of Zero-Emission Strategies stated that yes, the fuel efficiency will be better.*
- *Commissioner McDonald asked if the buy America requirement will be fulfilled. Rusty Korth, VP of Zero-Emission Strategies stated that it is. Commissioner McDonald asked if the FTA didn't require buy America would it open up more options for us. Mr. Korth stated that it would.*
- *Commissioner Ansbro thanked Management for looking at other options as our customers are relying on us to come up with a solution.*
- *Commissioner Seil asked how many buses are available. Rusty Korth, VP of Zero-Emission stated that we know of at least 22 and they are located in Indiana.*
- *Commissioner Rice asked if they are currently available when will we receive them. Rusty Korth, VP of Zero-Emission stated that these are details that we will work out after receiving pilot vans for outfitting and service.*
- *Commissioner Bensley asked if we are just as capable of cleaning these vans as we are the other vehicles. Rusty Korth, VP of Zero-Emission Strategies stated yes we are.*
- *Commissioner Chapman asked if van had a lift or a ramp. Rusty Korth, VP of Zero-Emission Strategies stated that they have a ramp and it will be something we test during the pilot.*

- *Commissioner Seil asked how long the pilot would be on this passenger van. Rusty Korth, VP of Zero-Emission Strategies stated that we need to first see if we can install the equipment and after that it will only be 1-2 months. We will know fairly quickly if it will work.*

Resolution RGRTA 33-2022 was moved on motion of Commissioner Ansbrow, seconded by Commissioner Seil, the aforementioned Resolution, a copy of which are attached to these minutes, were unanimously approved.

#### **G. Consent Resolutions**

Commissioner Ansbrow asked to pull resolution RGRTA 36-2022 out of consent to discuss in Executive Session, this was unanimously approved.

#### **Resolution Authorizing the Award of Contracts for the Purchase of Vehicle Fluids and Lubricants, RGRTA 34-2022**

#### **Resolution Authorizing the Disposal of Assets, RGRTA 35-2022**

Resolutions RGRTA 34-2022 through RGRTA 35-2022 were moved on motion of Commissioner Kosmerl, seconded by Commissioner McDonald, the aforementioned Resolutions, a copy of which are attached to these minutes, were unanimously approved.

#### **H. Executive Session**

Chairman Jeffries asked for a motion to go into Executive Session at 1:06PM. Motion was made by Commissioner White, seconded by Commissioner Young, all were in favor.

The Board came out of Executive Session at 1:48PM, Chairman Jeffries stated that no votes were taken while the Board was in Executive Session.

#### **Resolution Authorizing a Collective Bargaining Agreement between RTS Ontario and the Amalgamated Transit Union, Local 282, RGRTA 36-2022**

Resolution RGRTA 36-2022 was moved on motion of Commissioner Young, seconded by Commissioner Seil, the aforementioned Resolution, a copy of which is attached to these minutes, was unanimously approved.

#### **I. Calendar**

Bill Carpenter, CEO, noted that the December meeting will be moved to December 15<sup>th</sup> and we will have an Audit Committee Meeting as well that day.

**J. Adjournment**

On motion of Commissioner Ansbro, seconded by Commissioner Bensley the Quarterly Board Meeting was adjourned at 1:49PM.

Respectfully submitted,

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Jerdine Johnson, Secretary  
Posted Date: November 17, 2022

# RGRTA Board of Commissioners Meeting

November 3, 2022



# Roll Call and Determination of Quorum

- Pledge of Allegiance
- Adoption of Agenda





# Approve Minutes and Acceptance of Reports

- RGRTA Regular Board Meeting Minutes of September 22, 2022

# CEO Report

*Presented by: Bill Carpenter, CEO*



## Chief Executive Officer Report

- **TOPS Report**
- Project Highlight
  - Community Engagement
  - On Demand Software Update
- Miscellaneous



# TOPS

## TRANSIT ORGANIZATION PERFORMANCE SCORECARD

SCORE  
2nd Qtr.

FPI	FINANCIAL PERFORMANCE INDEX	26.0
CSI	CUSTOMER SATISFACTION INDEX	33.5
SPI	SERVICE PERFORMANCE INDEX	43.6
EEI	EMPLOYEE ENGAGEMENT INDEX	8.8
TOTAL		111.9

# TOPS Report

*Presented by: Scott Adair  
Chief Financial Officer*



Strategic Pillars 2022-23 2nd Qtr.	Metric	Plan Goal	Actual 1st Quarter	Actual 2nd Quarter	Actual 3rd Quarter	Actual 4th Quarter	Earned Points	Goal Points	Max Points	Min Points
Financial Performance Index	End of Year Net Income (Deficit) Projection	\$0.0	\$0.0	\$1,373.0			26.00	20.00	26.00	14.00
	Total FPI Score						26.0	20.0	26.0	14.0
Customer Service Index	Net Promoter Score - RTS	33%	34%	37%			30.97	27.92	36.30	19.54
	RTS Access	95%	98%	97%			0.29	0.26	0.34	0.18
	RTS Genesee	95%	100%	100%			0.34	0.26	0.34	0.18
	RTS Livingston	95%	100%	100%			0.34	0.26	0.34	0.18
	RTS Ontario	95%	97%	100%			0.34	0.26	0.34	0.18
	RTS Orleans	95%	100%	92%			0.21	0.26	0.34	0.18
	RTS Seneca	95%	100%	100%			0.34	0.26	0.34	0.18
	RTS Wayne	95%	100%	97%			0.29	0.26	0.34	0.18
	RTS Wyoming	95%	92%	100%			0.34	0.26	0.34	0.18
	Total CSI Score						33.5	30.0	39.0	21.0
Service Performance Index	On-Time Performance - RTS	91.00%	92.50%	91.8%			40.11	36.60	47.58	25.62
	RTS Access	95.00%	96.8%	96.4%			0.40	0.35	0.46	0.25
	RTS Genesee	94.0%	95.0%	94.0%			0.35	0.35	0.46	0.25
	RTS Livingston	95.0%	100.0%	100.0%			0.46	0.35	0.46	0.25
	RTS Ontario	93.0%	93.1%	92.9%			0.35	0.35	0.46	0.25
	RTS Orleans	95.0%	96.1%	96.2%			0.40	0.35	0.46	0.25
	RTS Seneca	97.0%	100.0%	99.6%			0.46	0.35	0.46	0.25
	RTS Wayne	96.0%	98.8%	98.8%			0.46	0.35	0.46	0.25
	RTS Wyoming	97.0%	96.2%	95.7%			0.25	0.35	0.46	0.25
	RTS On Demand Ride Fulfillment	71.0%	65.1%	63.4%			0.42	0.60	0.78	0.42
	Total SPI Score						43.6	40.0	52.0	28.0
Employee Engagement Index	Employee Participation	27.5%		41.6%			-	-	-	-
	Employee Engaged Index	32.0%		23.2%			3.80	5.00	6.50	3.50
	Employee Satisfaction	4.0		4.0			5.00	5.00	6.50	3.50
	Total EEI Score						8.8	10.0	13.0	7.0
TOPS Score							111.9	100.0	130.0	70.0

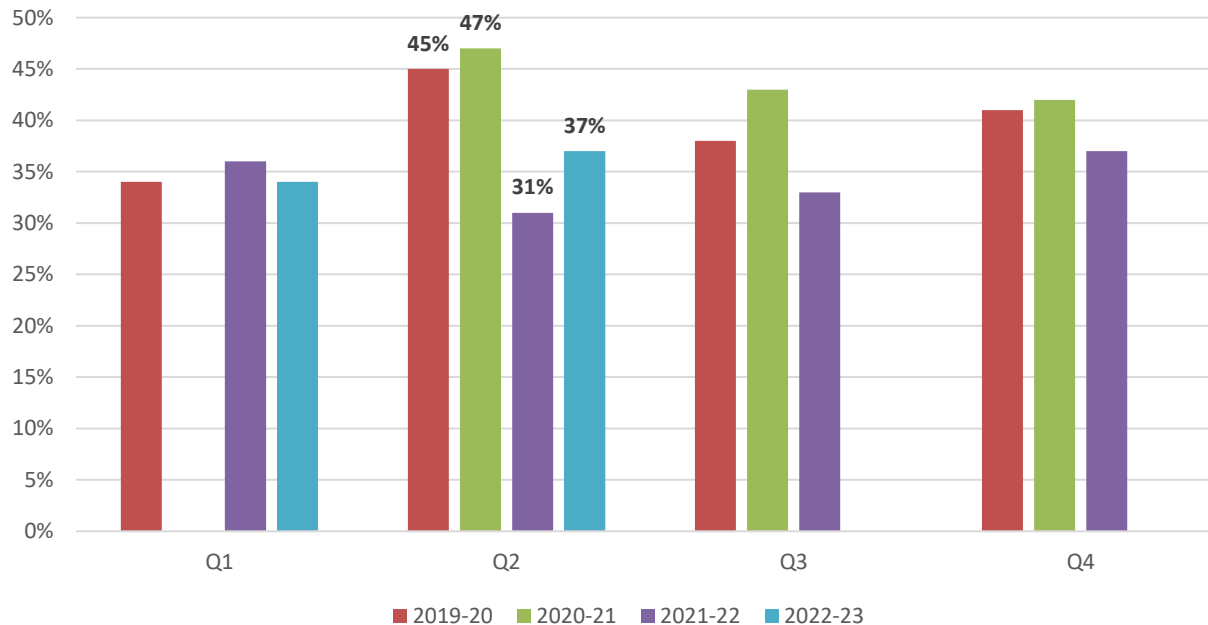
# Customer Service Index

Strategic Pillars 2022-23 2nd Qtr.	Metric	Plan Goal	Actual 1st Quarter	Actual 2nd Quarter	Actual 3rd Quarter	Actual 4th Quarter	Earned Points	Goal Points	Max Points	Min Points
Customer Service Index	Net Promoter Score - RTS	33%	34%	37%			30.97	27.92	36.30	19.54
	RTS Access	95%	98%	97%			0.29	0.26	0.34	0.18
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	RTS Wayne	95%	100%	97%			0.29	0.26	0.34	0.18
	RTS Wyoming	95%	92%	100%			0.34	0.26	0.34	0.18
	<b>Total CSI Score</b>						<b>33.5</b>	<b>30.0</b>	<b>39.0</b>	<b>21.0</b>



# RTS Monroe NPS: Trends by Quarter

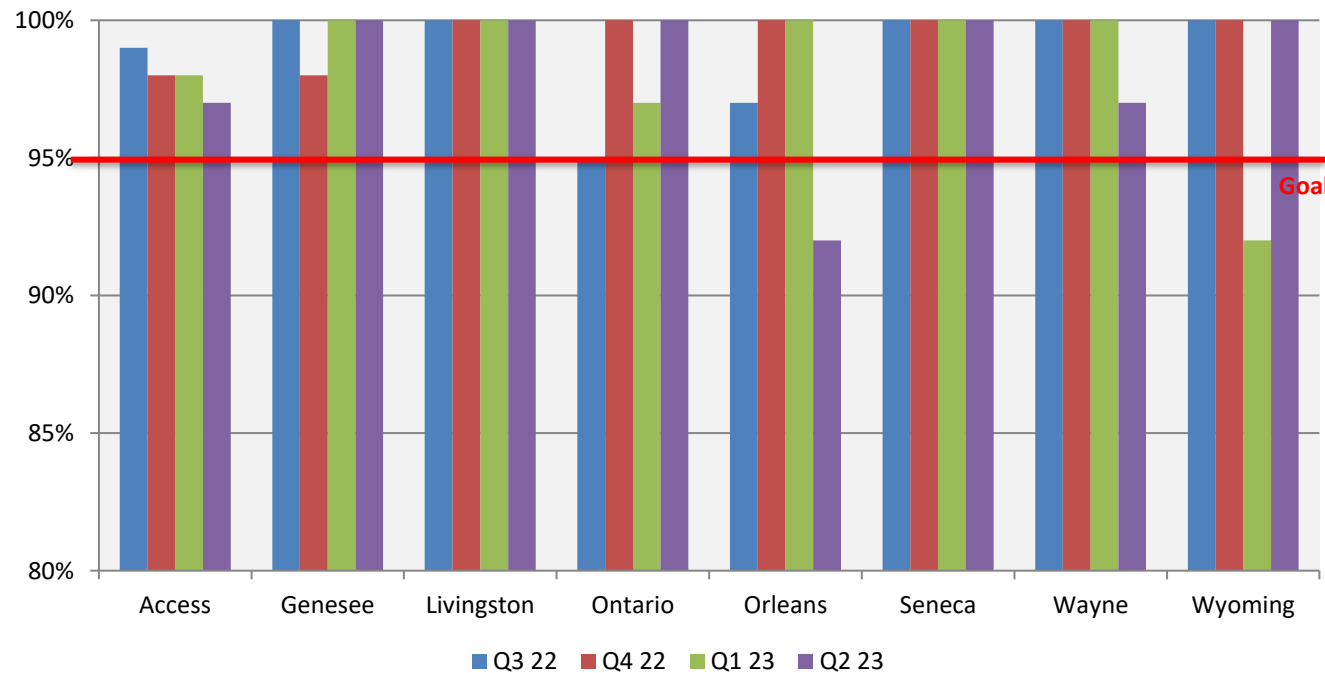
- Q2 NPS exceeded our goal (33%) coming in at 37%



Note: On board customer surveying was not conducted during Q1 FY21

# Customer Satisfaction: Trends by Quarter

- Customer Satisfaction at all subsidiaries exceeded goal except for RTS Orleans

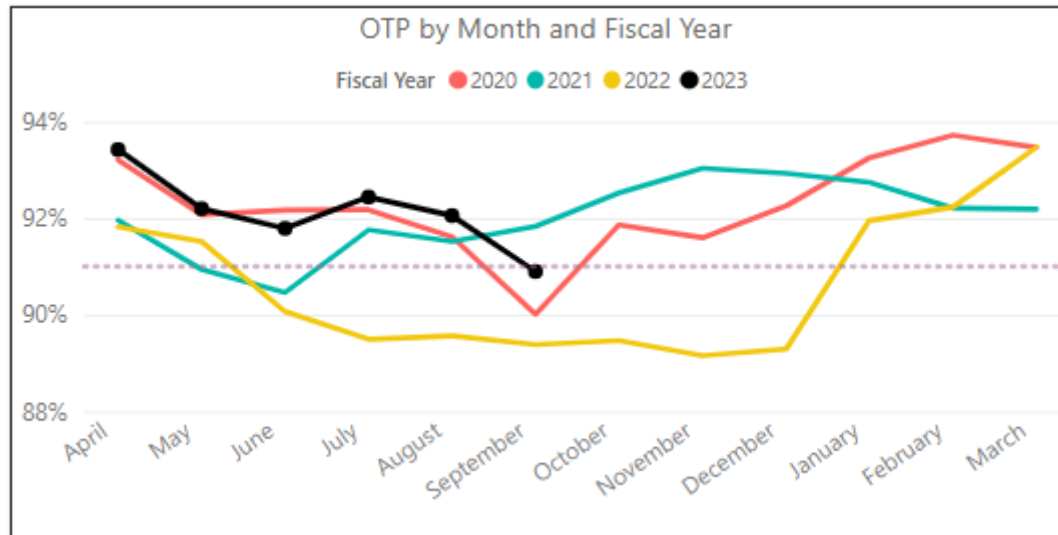


# Service Performance Index

Strategic Pillars 2022-23 2nd Qtr.	Metric	Plan Goal	Actual 1st Quarter	Actual 2nd Quarter	Actual 3rd Quarter	Actual 4th Quarter	Earned Points	Goal Points	Max Points	Min Points
Service Performance Index	On-Time Performance - RTS	91.00%	92.50%	91.8%			40.11	36.60	47.58	25.62
	RTS Access	95.00%	96.8%	96.4%			0.40	0.35	0.46	0.25
	RTS Genesee	94.0%	95.0%	94.0%			0.35	0.35	0.46	0.25
	RTS Livingston	95.0%	100.0%	100.0%			0.46	0.35	0.46	0.25
	RTS Ontario	93.0%	93.1%	92.9%			0.35	0.35	0.46	0.25
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	RTS Seneca	97.0%	100.0%	99.6%			0.46	0.35	0.46	0.25
	RTS Wayne	96.0%	98.8%	98.8%			0.46	0.35	0.46	0.25
	RTS Wyoming	97.0%	96.2%	95.7%			0.25	0.35	0.46	0.25
	RTS On Demand Ride Fulfillment	71.0%	65.1%	63.4%			0.42	0.60	0.78	0.42
	Total SPI Score						43.6	40.0	52.0	28.0

# OTP-RTS Monroe: Performance Trends

- Q2 OTP was 91.8% vs. a goal of 91.0%. OTP ranged from 89.4% to 92.3% during the quarter
- Early departures and late arrivals averaged 2.3% and 5.9% during Q2

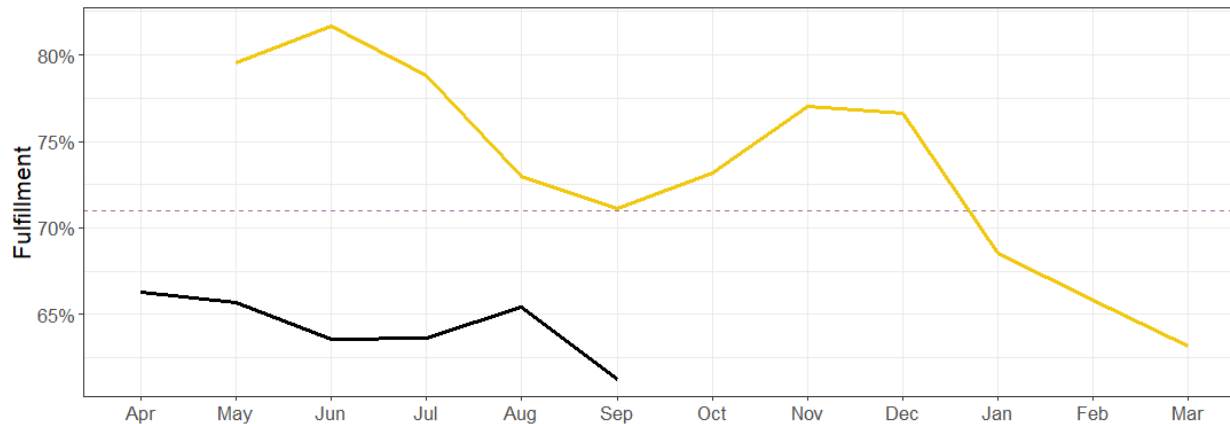


# Ride Fulfillment: Performance Trends

- Within Q1, Ride Fulfillment ranged from 61.3% to 65.4% vs. our goal of 71.0%
- Ridership for On Demand Service increased by approximately 2,300 customers from Q1 to Q2.

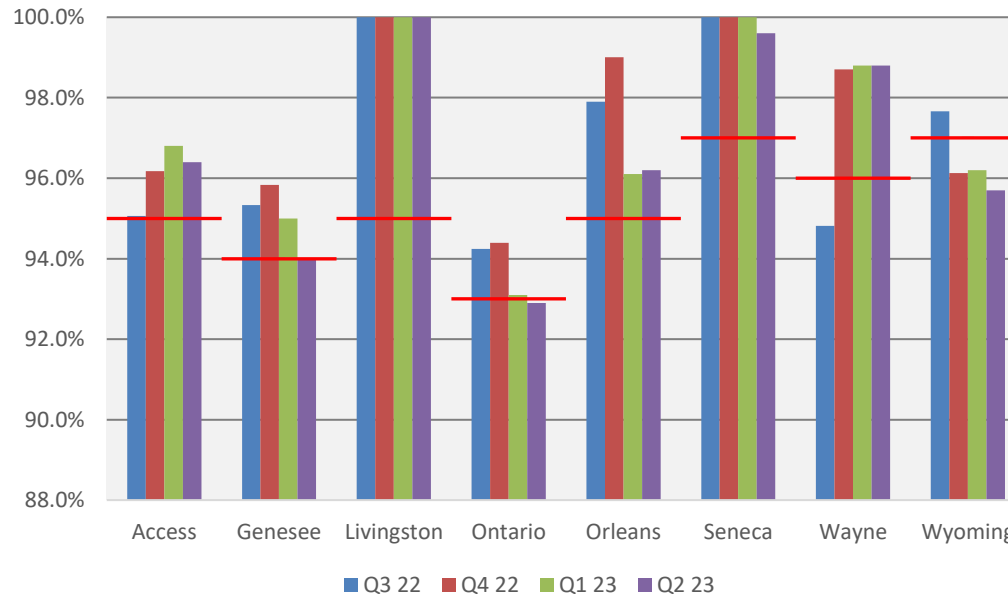
Fulfillment by Month and Fiscal Year

Fiscal Year: — 2022 — 2023



# OTP-Access and Regionals: Trends by Quarter

- Q2 OTP exceeded goal at all locations, with two exceptions, RTS Ontario and RTS Wyoming



## Summary

- **TOPS score for Q2 2023 is 111.9 (Q1 score was 108.6)**
- **This score is highlighted by results exceeding goal in the following pillars:**
  - Financial Sustainability
  - Customer Satisfaction
  - Service Quality
- **We continue to face and deal with supply chain issues and resource constraints.**

# Q2 Employee Survey Results

*Presented By: Renee Elwood*  
*Director of Engagement & Well-Being*



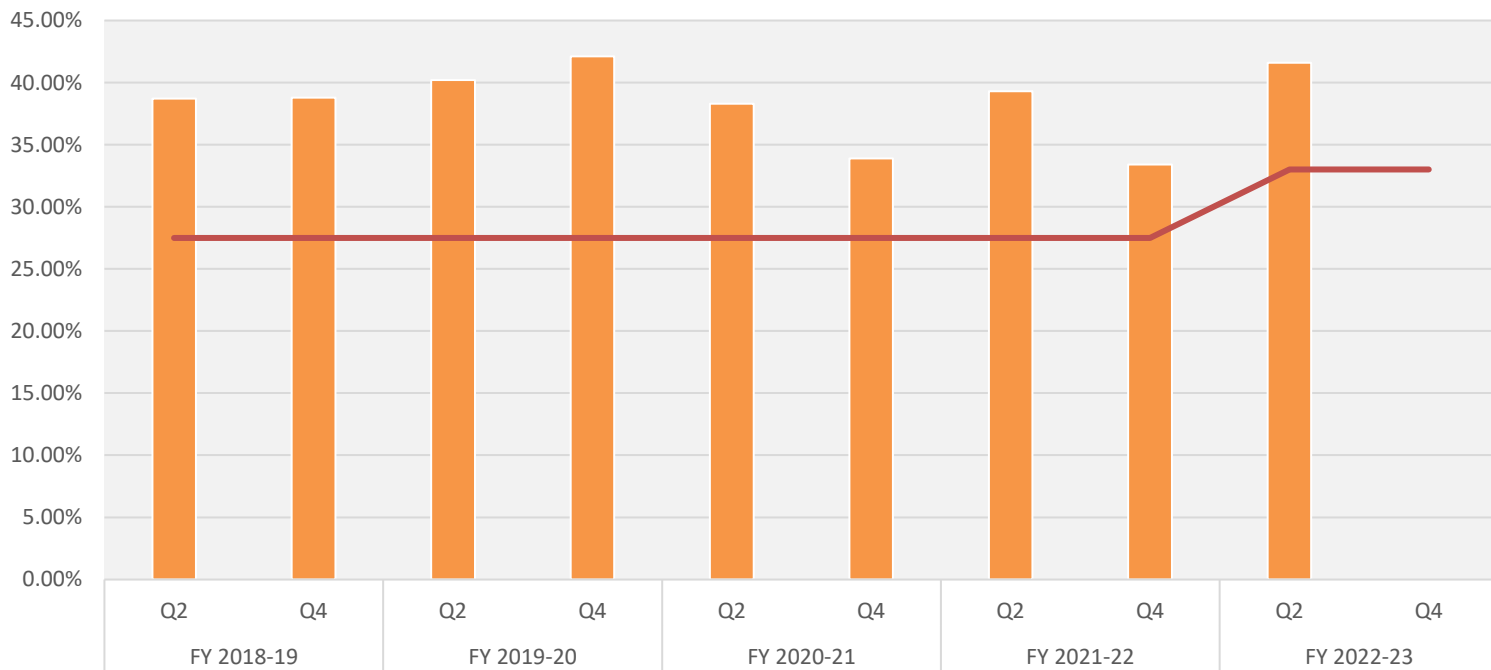


## Employee Engagement Survey Overview

- Survey began in fiscal year 2010-11
- Incorporated into TOPS began in fiscal year 2013-14
- Employees surveyed twice each year; 2018-19 we adjusted the survey:
  - Q2 - Pulse survey
  - Q4 - Full survey
- After Action Review after each survey with Leadership Team and departments to review feedback and determine action plans:
  - Quick, short-term and long-term

# Participation

Participation increased from Q4 last year, continuing the pattern of higher Q2 participation.

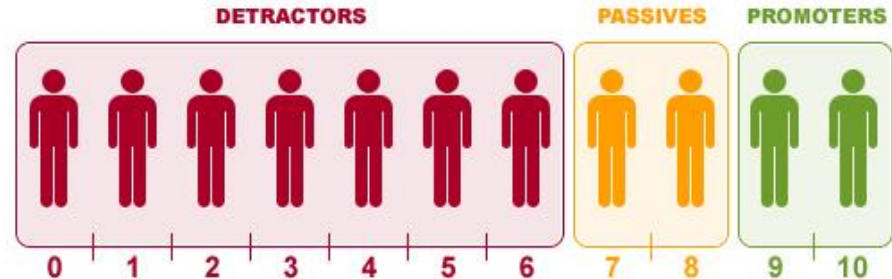


## Employee Engagement Index - TOPS

- **Measured twice per year, in Q2 and Q4**
  - Q2 Survey ran September 16<sup>th</sup> – 29<sup>th</sup>
- **Contributes 10 goal points to TOPS**
- **Index Components:**
  - Employee Engagement: 5 possible points
  - Employee Satisfaction: 5 possible points

## Engagement

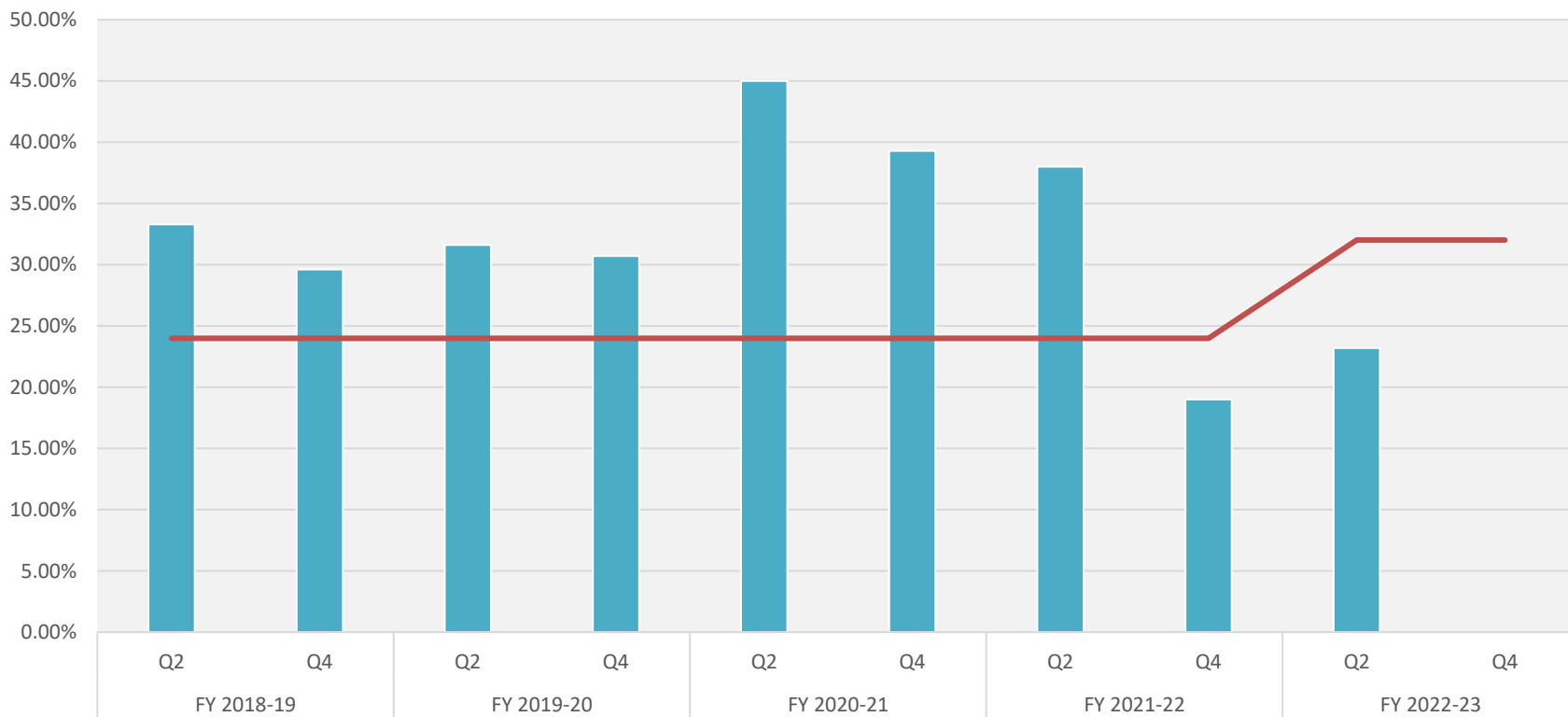
- **Measured by results from four statements:**
  1. I am motivated to go "above and beyond" what is expected of me at my job.
  2. I would stay with RTS if I was offered a similar job elsewhere for slightly higher pay.
  3. If a friend or family member was looking for a job, how likely is it that you would recommend RTS to them as a great place to work?
  4. If a friend or family member was interested in RTS public transit services, how likely is it that you would recommend RTS to them?
- **Just like with our NPS score, scores are 0-10 and the separated into promoters and detractors:**
  - To be counted as a promoter, 3 of the 4 questions should be scored 9 or higher.
  - To be counted as a detractor, 3 of the 4 questions should be scored 6 or lower.



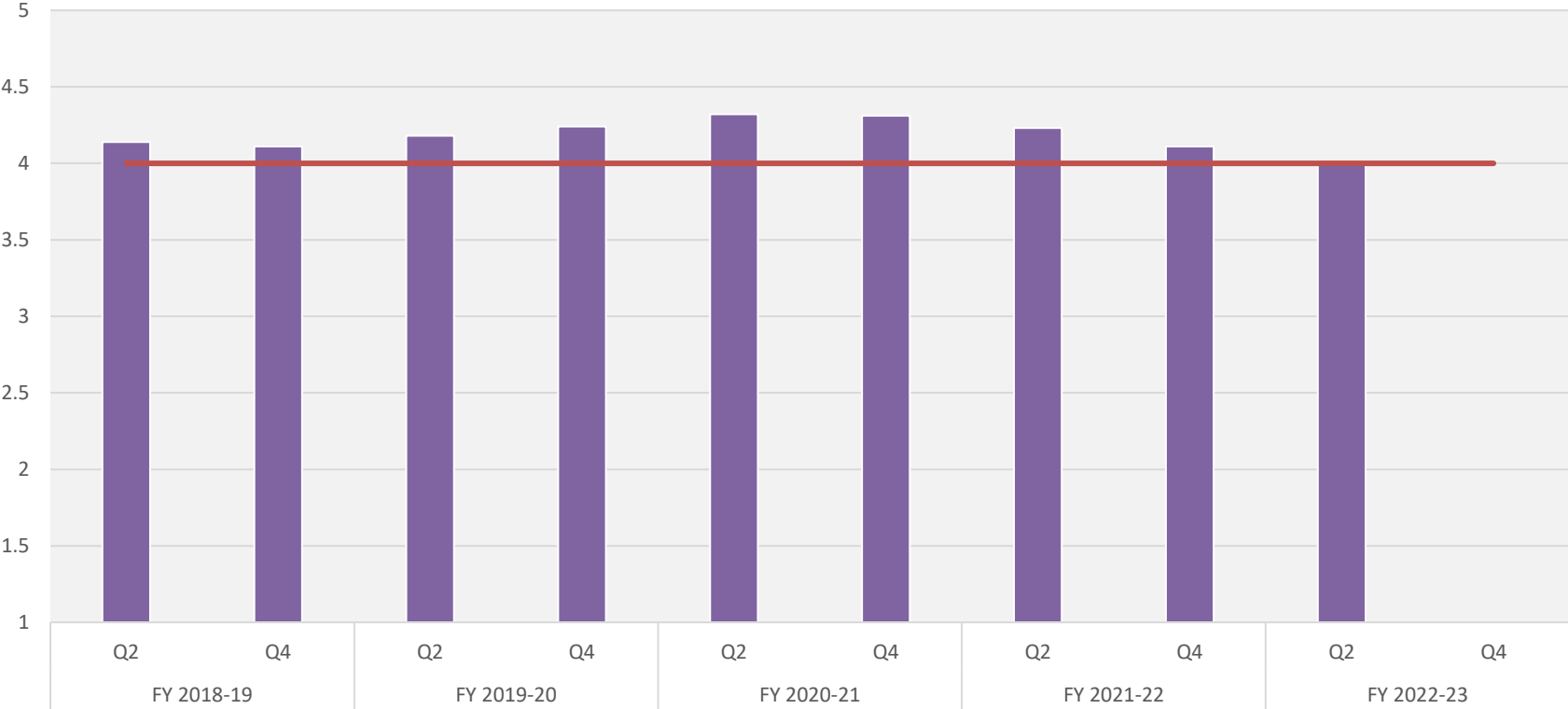
$$\% \text{ Promoters} - \% \text{ Detractors} = \text{Employee Engaged Index}$$

# Engagement

Increase from Q4 last year, but still below pre-covid levels



# Satisfaction



# Common Themes



## Common Themes

- **Work schedules & shifts**
  - Need for work life balance
- **Pay**
  - Cost of living and inflation
- **Uniforms**
  - Desire to wear polo shirts year round
- **Improved equipment and technology**
  - Buses, radios, and parking



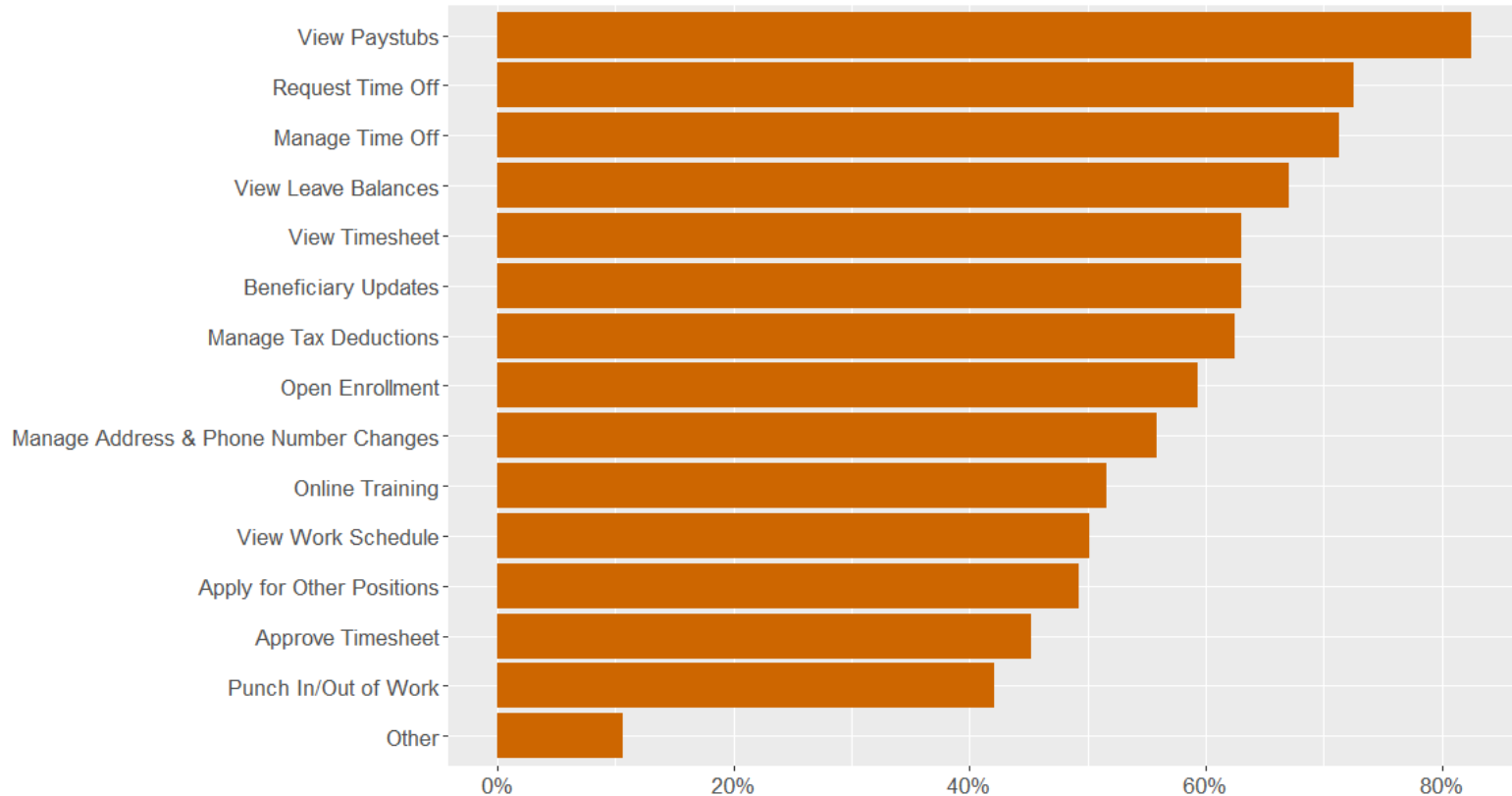


# Unique Survey Question

If you had the ability to access your employee information from an app on a mobile device, or from a personal or resource computer, what would you be interested in seeing? (check all that apply)

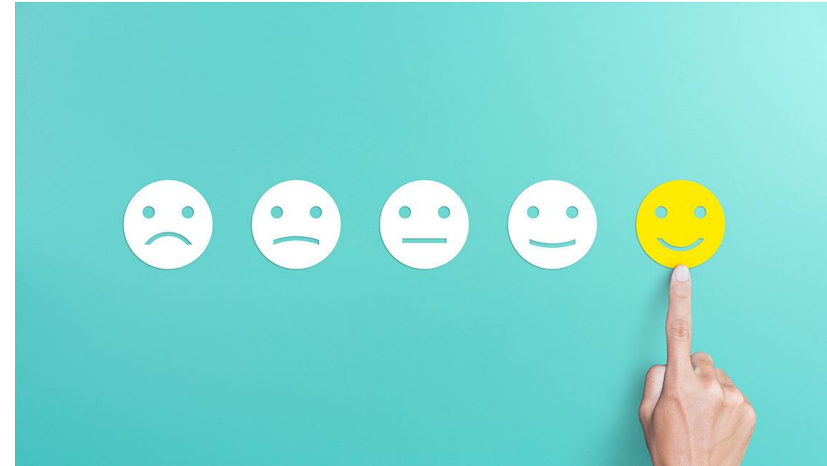
- View paystubs (past or current)
- View work schedule
- Punch in/out of work
- View timesheet (past or current)
- Approve timesheet (if applicable)
- Manage address and phone number changes
- Manage tax deductions
- Beneficiary updates
- Open enrollment (benefits)
- Apply for other positions
- Online training
- Request time off
- View leave balances
- Manage time off (vacation, sick, personal, PTO, FMLA)
- Other (please specify)

# Takeaways



## In Summary

- **Continued actions**
  - Fostering the RTS Way
  - Appreciation events and recognition
  - Well-Being initiatives and self-care
  - Comprehensive benefits
- **Next steps**
  - Review results with departments
  - Create action plans
    - Quick, short-term and long-term



## Chief Executive Officer Report

- TOPS Report
- **Project Highlight**
  - Community Engagement
  - On Demand Software Update
- Miscellaneous

# Project Highlight: Community Engagement

*Presented By: Laura Kenyon  
Director of Communications & Customer Engagement*



# Community Engagement

- **Introduction/Context**
- **Public Outreach vs. Community Engagement**
- **Community Engagement Strategy**
  - SOPs
  - Contacts & Connections
  - Tracking, Analysis, Refinement

# Community Engagement

- **Reimagine RTS Outreach**

- 200+ meetings and events with customers, employees, and community stakeholders
- 12,000+ participants through surveys, public meetings and information sessions
- Community Advisory Committee met regularly to review progress and provide input
- Launch: 1,374 Ambassador hours worked; 20+ Train the Trainer sessions for community groups and organizations

# Community Engagement

- **Public Outreach vs. Community Engagement**

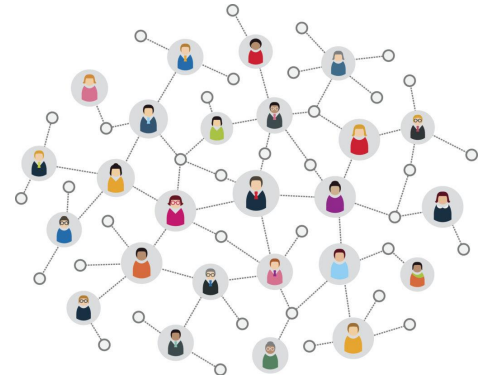
- **Public Outreach**

- Singular focus
- Defined timeframe



- **Community Engagement**

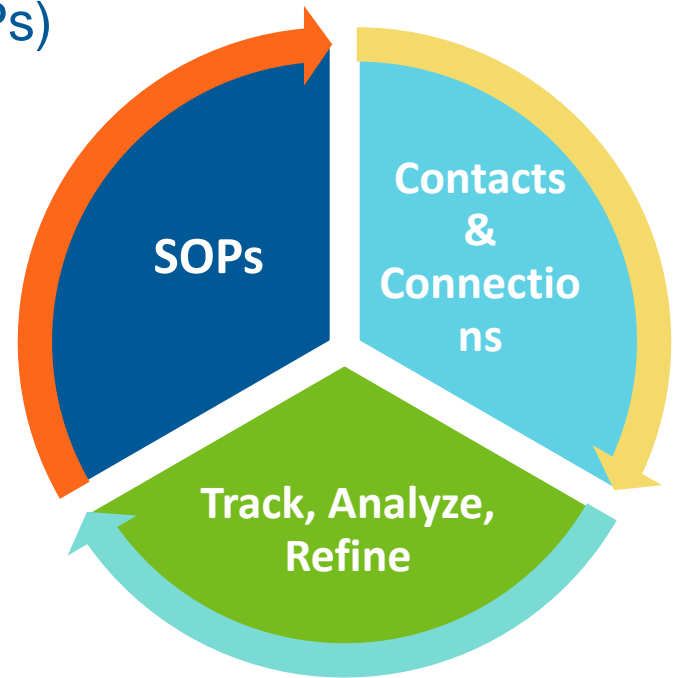
- Long-term
- Relationship and network building





## Community Engagement

- **Community Engagement Plan**
  - Standard Operating Procedures (SOPs)
  - Contacts & Connections
  - Track, Analyze, Refine



# Community Engagement Plan: SOPs



## Community Engagement Plan

- **Contacts & Connections**
  - Snow & Ice at Hudson Ridge Tower



**ROCHESTER**  
Housing Authority

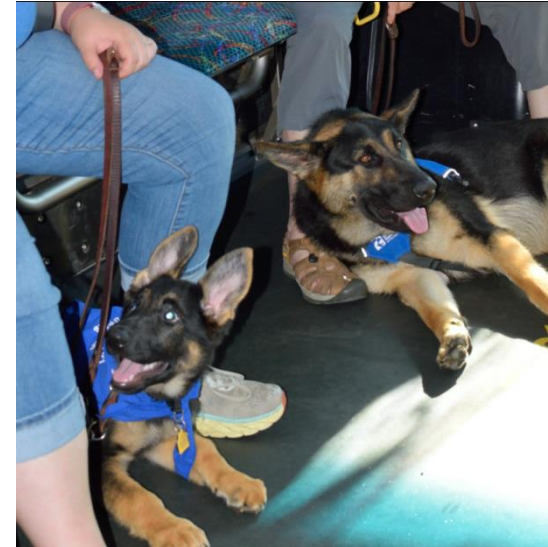
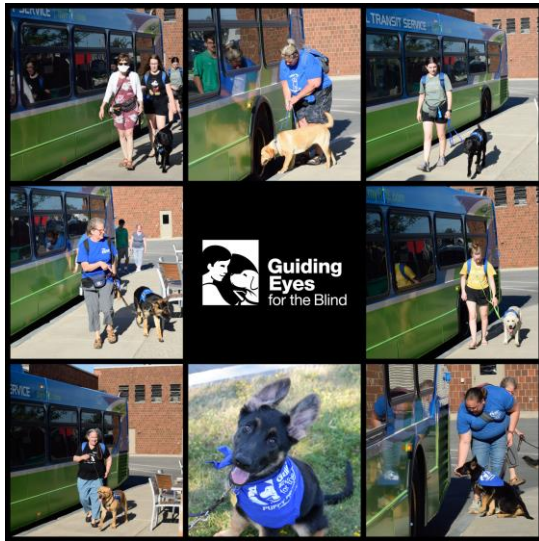
**“RTS has been absolutely wonderful.”**

*– Jesse McCarthy, Property Manager*



## Community Engagement Plan

- **Contacts & Connections**
  - Helping Service Animals Get Ready to Serve



**“Thank you so much ... all the pups gave the class ‘four paws up!’ ”**

*- Susan Chamberlin, Guiding Eyes for the Blind*



## Community Engagement Plan

- **Contacts & Connections**
  - Threads in the Fabric of our Community



**“Your participation  
is truly appreciated!”**

*– Waterloo Central School District*

## Community Engagement Plan

- **Contacts & Connections**
  - Meeting People Where They Are



- Action for a Better Community (ABC)
- ArcWorks
- Baden Street
- Center for Disability Rights (CDR)
- Center for Youth
- City of Rochester - Job Fair
- City of Rochester Workforce Success
- Community Collaborative
- Danforth Towers (West Avenue)

- E.R.A.S.E. (*Eliminating Racism & Securing Equity*)
- Foodlink & Curbside Market
- Friendly Home
- Guiding Eyes for the Blind
- Henrietta Senior Center
- Heritage Christian Services
- Jordan Health Center – Community Engagement Council
- Lifetime Assistance
- Mathews Closet

- MCC – Youth Community Resource Fair
- Monroe County Long Term Care Council
- OACES
- Pathstone Corp
- Pittsford Rotary Club
- Reconnect Rochester
- RGH Wilson Health Center
- Rochester Committee on Refugee Resettlement
- Rochester Educational Opportunity center (REOC)

- Salvation Army
- Seneca Manor & Keller Apts.
- St. Joseph's House of Hospitality
- St. Josephs Neighborhood
- Star Bridge
- The Arc of Monroe
- Thomas P. Ryan Center
- Town of Irondequoit
- Villa of Hope
- Visit Rochester
- Webster Library
- Willow Center

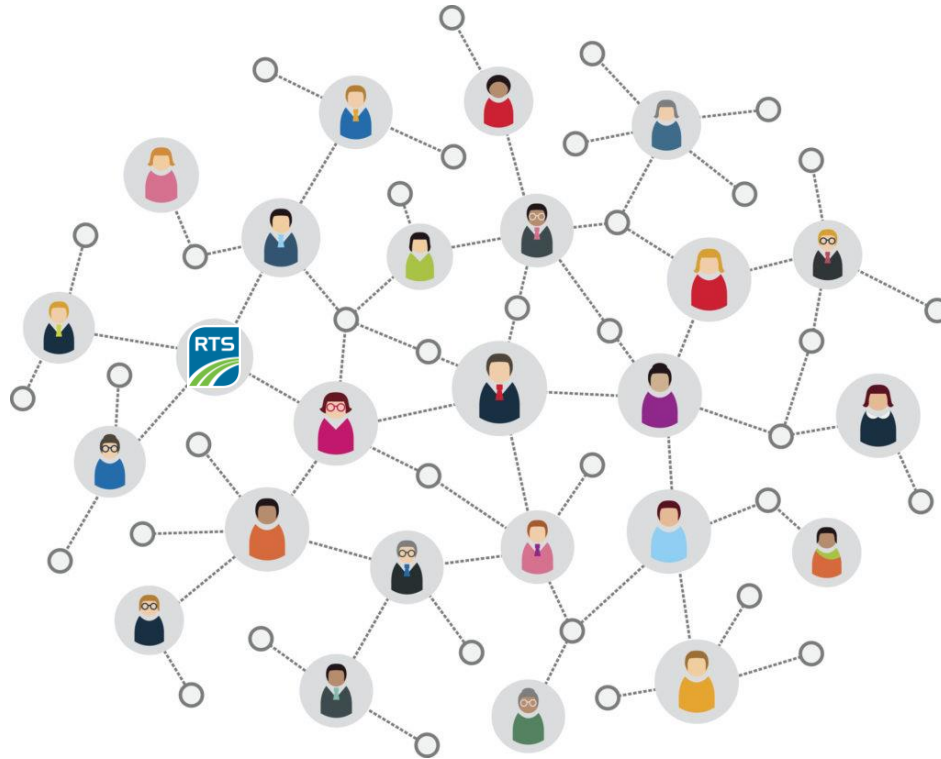
## Community Engagement Plan

- **Track, Analyze, Refine**
  - Record interactions
  - Spot trends
  - Monitor progress
  - Provide stewardship



# Community Engagement

Questions?





# On Demand Software Update

*Presented By: Miguel Velázquez  
Deputy Chief Executive Officer*

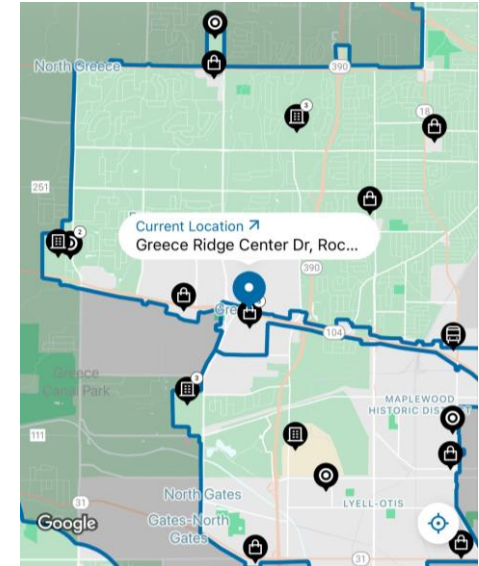


## Background

- **On Demand Service launched with the new system on May 17<sup>th</sup>, 2021.**
- **Issues encountered with the software included:**
  - Trip scheduling algorithm efficiency
  - Customer facing interface usability
  - Operational usability efficiency
- **Software was acquired by third party. Third party decided to stop development improvements to the software.**
- **RTS immediately began procurement of new software.**
- **New software implemented September 28, 2022.**

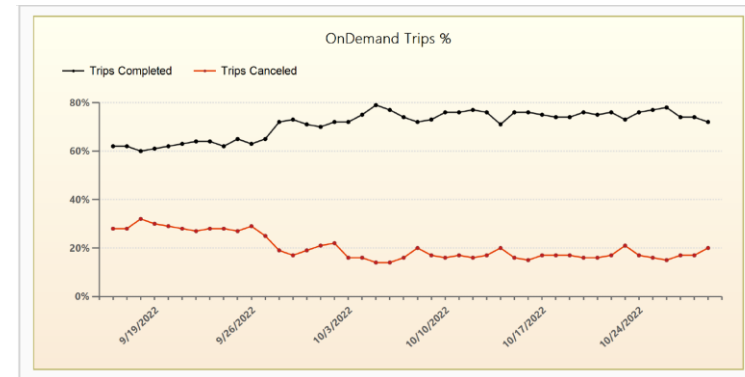
## On Demand System Improvements

- Ride Scheduling Efficiency (better algorithm)
- Ability to enable points of interest and easy option map pins
- Better user interface for operators and customers
- More effective operational management
- Increase Vehicle Hardware stability and performance
  - New Tablets that are tailored for Military spec



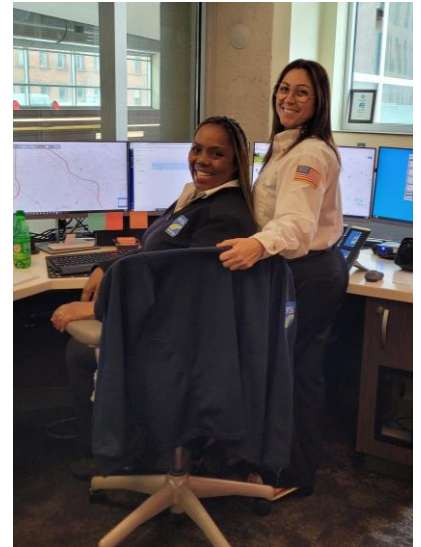
# On Demand System Improvements (con't)

- **Highest 1 Day Ridership: 25% Increase**
  - Old system: 655
  - New system: 818
- **Highest 1 Month Ridership: 24% Increase**
  - Old system: 15,915
  - New system: 19,692
- **Trip Planning Efficiency (# of trips with shared rides)**
  - Old system: 12.14%
  - New system: 32.8%
- **Reduced Customer Service Calls**
  - Call volume decreased by 14%
  - 21% Decline in call length



## Next Steps

- Fare Payment integration with Mobile Ticketing vendor Masabi
- Continue working with Via to closeout RTS requested product enhancements
- Integrate trip planning options into Transit App
- Add vehicles to meet increasing demand



Questions?



## Chief Executive Officer Report

- TOPS Report
- Project Highlight
  - Community Engagement
  - On Demand Software Update
- Miscellaneous

# RTS Monroe Bus Naming

September 24, 2022





# RTS Access Bus Naming Event

October 22, 2022



# RTS Seneca Employee Appreciation Lunch

October 29, 2022



## **Federal/State Advocacy**

- Meeting with David Gordon, Legislative Director for Senator Cooney
- Meetings with Assemblymembers Clark, Jensen, Bronson, and Meeks
- Executive Chamber and NYS Public Transit to Discuss 2023-24 Budget and Legislative Priorities

## **Community Involvement**

- Greater Rochester Chamber: Demographic Drought: Bridging the Gap in our Labor Force
- Meeting with County Executive Bello
- RDDC: State of Rochester's Economy
- The Children's Agenda Finance & Audit Committee Meetings
- UW Systems Integration Team Meeting

## **RGRTA Stakeholder Meetings**

- Finger Lakes 1115 Waiver Stakeholder Forum
- Open Recruitment Event at RTS

## **Contribution to the Industry**

- ABBG Annual Conference
- APTA Bylaws Meeting
- NYPTA Priorities Meeting
- Meeting with RG&E and NYSEG on Electric Vehicles
- APTA Transform Conference
- NYPTA Special Board Meeting
- APTA Board Meeting
- The Bus Coalition Board Meetings
- The Bus Coalition Members Meeting
- ABBG Virtual Cross-Agency Orientation
- NYPTA 2022 Fall Conference & Expo
- APTA State Affairs Check-in Meeting

# Financial Report

*Presented by: Scott Adair, CFO*



**RGRTA - Consolidated Budget Status Report (000's) - FY 2022-2023**  
**9/30/2022**

## Financial Report

<u>Revenues</u>	<u>Budget 2022-23</u>	<u>FYTD 9/30/2022</u>	<u>Projected 3/31/2023</u>	<u>Budget Variance</u>
Total Locally Generated	\$ 36,894	\$ 9,642	\$ 36,894	\$ -
Total Government Subsidies	\$ 71,831	\$ 34,180	\$ 73,204	\$ 1,373
Mortgage Tax	\$ 11,846	\$ 8,233	\$ 11,846	\$ -
Grand Total Revenue	\$ 120,571	\$ 52,054	\$ 121,944	\$ 1,373
<u>Expenses</u>				
Personnel				
Salary & Wages	\$ 58,586	\$ 27,195	\$ 58,586	\$ -
Fringe Benefits	\$ 28,856	\$ 10,613	\$ 28,856	\$ -
Total Personnel	\$ 87,442	\$ 37,808	\$ 87,442	\$ -
Non-Personnel				
Services	\$ 10,695	\$ 4,047	\$ 10,695	\$ -
Fuel/Lubricants	\$ 6,706	\$ 3,891	\$ 6,706	\$ -
Parts	\$ 4,499	\$ 2,013	\$ 4,499	\$ -
Other	\$ 11,231	\$ 4,795	\$ 11,231	\$ -
Total Non-Personnel	\$ 33,130	\$ 14,745	\$ 33,130	\$ -
Grand Total Expenses	\$ 120,571	\$ 52,553	\$ 120,571	\$ -
Net Income/Deficit From Operations & Subsidies	\$ -	\$ (499)	\$ 1,373	\$ 1,373



# Proposed Resolutions



## Resolution Authorizing the Award of a Contract to Purchase Twenty (20) Passenger Vans

RGRTA 33-2022

*Presented by Rusty Korth, Vice President of Zero-Emission Strategies*



## Background

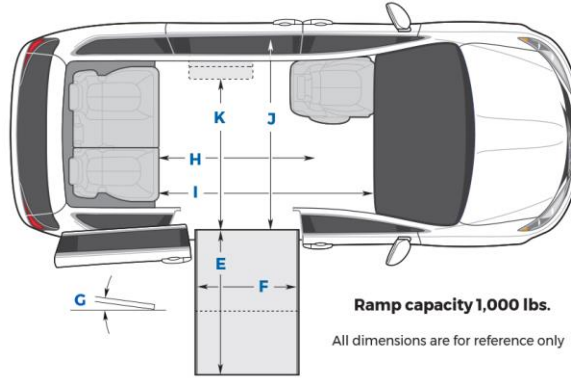
- On May 21, 2021 RGRTA Resolution 19-2021 was approved authorizing an order of ten (10) Ford Transit vans from Fenton Mobility to increase our On-Demand service capacity to meet demand.
- After 17 months Fenton Mobility still has not received any notice of delivery of the vans from Ford.
- The Authority has been exploring other options for vehicles and has identified a smaller style passenger van for service in On Demand zones and regional properties.



## Procurement

- The Authority issued an Invitation for Bids and advertised it in the New York State Contract Reporter on October 5<sup>th</sup> and the Rochester Business Journal on October 7<sup>th</sup>.
- Twenty-five potential suppliers and subcontractors were notified about this IFB and one (1) responsive bid was received on October 27<sup>th</sup>. The Authority determined that the pricing offered by Creative Bus Sales, Inc. is fair and reasonable and that they appear to be a responsible firm.
- The Authority anticipates the potential need for up to twenty (20) of the passenger vans but our initial order will not be more than three (3) so we can determine how to install our equipment and verify the suitability of the van for our service.

## Voyager Van Description



**Seats up to 3  
passengers on a rear  
bench seat or 1  
wheelchair passenger**



## Financial Impact

- The cost per van is \$99,031. In addition, the Authority is requesting a contingency of \$4,950 per van for a total authorization not to exceed \$2,079,620 for twenty (20) vans. The purchase will be funded with Federal, New York State and Local funds.

## Recommendation

- That the Chief Executive Officer or his designee is authorized to execute a master agreement with Creative Bus Sales, Inc. for the purchase of up to twenty (20) passenger vans at a total cost of \$1,980,620.
- Initially, an order from the master agreement for up to three (3) vans will be executed at a cost not to exceed \$297,093.
- Additionally , that the Chief Executive Officer or his designee is authorized to execute justified change orders up to \$4,950 per vehicle.

# Consent Resolutions



## Resolution Authorizing the Award of Contracts for the Purchase of Vehicle Fluids and Lubricants

RGRTA 34-2022

*Presented by Matthew Shaw, Interim Director of Maintenance*



## Resolution Authorizing the Disposal of Assets

RGRTA 35-2022

*Presented by Scott Adair, Chief Financial Officer*

## Resolution Authorizing a Collective Bargaining Agreement between RTS Ontario and the Amalgamated Transit Union, Local 282

RGRTA 36-2022

*Presented by Daniel DeLaus, General Counsel*



# Upcoming Calendar

2022



<i><b>MEETING INFORMATION</b></i>	<i><b>DATE</b></i>	<i><b>TIME</b></i>
<b>RGRTA Quarterly Board Meeting</b>	Thursday, November 3, 2022	Noon – 2:00PM
<b>RGRTA Audit Committee Meeting</b>	Thursday, December 1, 2022	10:30AM - 11:30AM
<b>RGRTA Regular Board Meeting</b>	Thursday, December 1, 2022	Noon - 2:00PM

# RGRTA Board of Commissioners Meeting

November 3, 2022





**ROCHESTER  
GENESEE REGIONAL  
TRANSPORTATION  
AUTHORITY**

## **BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET**

Board Meeting Date:	November 3, 2022
Presenter:	Rusty Korth
Subject:	Resolution Authorizing the Award of a Contract to Purchase Twenty (20) Passenger Vans
Background:	<p>Resolution RGRTA 19-2021, approved in May 2021, authorized the purchase of high headroom vans which are presently on order. Due to supply chain issues, this order has not progressed, and we are unable to obtain any realistic timeline for delivery from the manufacturer.</p> <p>With this uncertainty, the Authority has been exploring other options for vehicles to provide certain types of public transportation. The Authority has identified a smaller style passenger van option for service in On Demand Zones and Regional Properties.</p> <p>The Authority sought proposals for small style passenger vans by issuing an Invitation for Bids (IFB) and publicly advertising it in the New York State Contract Reporter on October 5<sup>th</sup> and the Rochester Business Journal on October 7<sup>th</sup>.</p> <p>Twenty-five (25) potential suppliers and subcontractors were notified of this RFP and one (1) responsive bid was received on October 27, 2022.</p> <p>The bidder, Creative Bus Sales, Inc., proposed a cost per vehicle of \$99,031. The Authority concluded that the pricing offered is fair and reasonable. In addition, Creative Bus Sales, Inc. appears to be a responsible firm.</p> <p>The Authority anticipates the potential need for up to twenty (20) of the passenger vans. However, our initial order will not be more than three (3) to determine that these vehicles can be retro-fitted for our needs and provide a suitable public transportation experience.</p>
Financial Impact:	<p>The total cost of twenty (20) passenger vans is \$1,980,620. In addition, the Authority is requesting a contingency of \$99,000 for the order with a total authorization not to exceed \$2,079,620.</p> <p>The purchase will be funded with Federal, New York State and Local funds.</p>

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Recommendation:

That the Chief Executive Officer or his designee is authorized to execute a master agreement with Creative Bus Sales, Inc. for the purchase of up to twenty (20) passenger vans at a total cost of \$1,980,620. Initially, up to three (3) purchase options of the twenty (20) will be executed.

Additionally, the Chief Executive officer or his designee is authorized to execute justified change orders up to \$4,950 per vehicle ordered.

**Resolution: RGRTA 33-2022**

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO  
PURCHASE TWENTY (20) PASSENGER VANS**

WHEREAS, the Authority sought proposals by issuing an Invitation for Bids (IFB) and publicly advertising it in the New York State Contract Reporter on October 5th and the Rochester Business Journal on October 7th; and

WHEREAS, twenty-five (25) potential suppliers and subcontractors were notified of this RFP and one (1) responsive bid was received on October 27, 2022; and

WHEREAS, the bidder, Creative Bus Sales, Inc., proposed a cost per vehicle of \$99,031; and

WHEREAS, the Authority has concluded that the pricing offered by Creative Bus Sales, Inc., is fair and reasonable and that they appear to be a responsible firm.

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer or his designee is authorized to execute a master agreement with Creative Bus Sales, Inc. for the purchase of up to twenty (20) passenger vans; and

BE IT FURTHER RESOLVED, that the Chief Executive Officer or his designee is authorized to execute an initial purchase of up to three (3) passenger vans; and

BE IT FURTHER RESOLVED, that the Chief Executive Officer or his designee is authorized to execute justified change orders on each vehicle in an amount not to exceed \$4,950 per vehicle ordered for a total not to exceed \$99,000; and

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee are hereby authorized, empowered and directed, for and on behalf of the Authority, to perform any and all actions and to execute any and all documents on behalf of the Authority as they may deem necessary, appropriate or advisable to carry out the intent and purposes of the foregoing resolutions.

**CERTIFICATION**

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Quarterly Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on November 3, 2022 and that the Resolution is still in full force and effect.

---

Donald Jeffries, Chairman

Date: November 3, 2022  
Rochester, New York

# Resolution Authorizing the Award of a Contract to Purchase Twenty (20) Passenger Vans

RGRTA 33-2022

*Presented by Rusty Korth, Vice President of Zero-Emission Strategies*



## Background

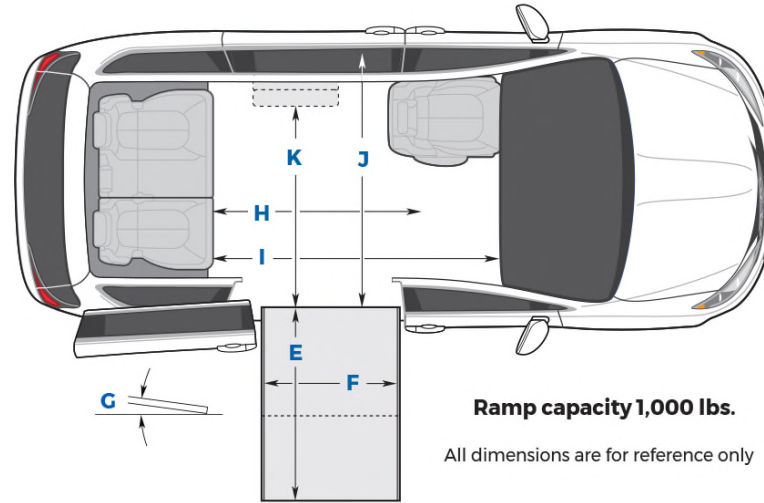
- On May 21, 2021 RGRTA Resolution 19-2021 was approved authorizing an order of ten (10) Ford Transit vans from Fenton Mobility to increase our On-Demand service capacity to meet demand.
- After 17 months Fenton Mobility still has not received any notice of delivery of the vans from Ford.
- The Authority has been exploring other options for vehicles and has identified a smaller style passenger van for service in On Demand zones and regional properties.



## Procurement

- The Authority issued an Invitation for Bids and advertised it in the New York State Contract Reporter on October 5<sup>th</sup> and the Rochester Business Journal on October 7<sup>th</sup>.
- Twenty-five potential suppliers and subcontractors were notified about this IFB and one (1) responsive bid was received on October 27<sup>th</sup>. The Authority determined that the pricing offered by Creative Bus Sales, Inc. is fair and reasonable and that they appear to be a responsible firm.
- The Authority anticipates the potential need for up to twenty (20) of the passenger vans but our initial order will not be more than three (3) so we can determine how to install our equipment and verify the suitability of the van for our service.

## Voyager Van Description



**Seats up to 3  
passengers on a rear  
bench seat or 1  
wheelchair passenger**



## Financial Impact

- The cost per van is \$99,031. In addition, the Authority is requesting a contingency of \$4,950 per van for a total authorization not to exceed \$2,079,620 for twenty (20) vans. The purchase will be funded with Federal, New York State and Local funds.

## Recommendation

- That the Chief Executive Officer or his designee is authorized to execute a master agreement with Creative Bus Sales, Inc. for the purchase of up to twenty (20) passenger vans at a total cost of \$1,980,620.
- Initially, an order from the master agreement for up to three (3) vans will be executed at a cost not to exceed \$297,093.
- Additionally , that the Chief Executive Officer or his designee is authorized to execute justified change orders up to \$4,950 per vehicle.



ROCHESTER  
GENESEE REGIONAL  
TRANSPORTATION  
AUTHORITY

## BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	November 3, 2022																		
Presenter:	Matt Shaw																		
Subject:	Authorizing the Award of Contracts for the Purchase of Vehicle Fluids and Lubricants																		
Background:	<p>The Authority requires a variety of fluids and lubricants for vehicles in our fleets.</p> <p>The Authority sought bids by issuing an Invitation for Bids (IFB) and publicly advertising it in the <u>New York State Contract Reporter</u> and <u>Rochester Business Journal</u> on August 12, 2022.</p> <p>Thirty-nine (39) potential vendors and subcontractors were notified of this procurement and three (3) bids were received on September 9, 2022. The following firms submitted bids:</p> <ul style="list-style-type: none"><li>• BWE LLC (dba Brenntag Lubricants, LLC) of Manchester, NH</li><li>• Emerson Oil Co., Inc. of Rochester, NY</li><li>• Superior Lubricants, Co., Inc. of North Tonawanda, NY</li></ul> <p>The products were broken down into five (5) product lots to promote competition as not all firms could provide all products desired. The Authority awarded to the lowest, responsive, and responsible bidder in each of the five (5) product lots as follows:</p> <table><tr><th>Product Lot #</th><th>Product Lot Name</th><th>Recommended Awardee</th></tr><tr><td>1</td><td>Motor Oils</td><td>Superior Lubricants, Co., Inc.</td></tr><tr><td>2</td><td>Transmission Fluids</td><td>Emerson Oil Co., Inc.</td></tr><tr><td>3</td><td>Coolant &amp; Washer Fluids</td><td>Superior Lubricants, Co., Inc.</td></tr><tr><td>4</td><td>Diesel Exhaust Fluids</td><td>Emerson Oil Co., Inc.</td></tr><tr><td>5</td><td>Gear Lube &amp; Greases</td><td>Superior Lubricants, Co., Inc.</td></tr></table> <p>The items and their awarded price are listed by Product Lot in Attachment A. The Authority has determined that the pricing offered by the Awardees identified above are fair and reasonable.</p>	Product Lot #	Product Lot Name	Recommended Awardee	1	Motor Oils	Superior Lubricants, Co., Inc.	2	Transmission Fluids	Emerson Oil Co., Inc.	3	Coolant & Washer Fluids	Superior Lubricants, Co., Inc.	4	Diesel Exhaust Fluids	Emerson Oil Co., Inc.	5	Gear Lube & Greases	Superior Lubricants, Co., Inc.
Product Lot #	Product Lot Name	Recommended Awardee																	
1	Motor Oils	Superior Lubricants, Co., Inc.																	
2	Transmission Fluids	Emerson Oil Co., Inc.																	
3	Coolant & Washer Fluids	Superior Lubricants, Co., Inc.																	
4	Diesel Exhaust Fluids	Emerson Oil Co., Inc.																	
5	Gear Lube & Greases	Superior Lubricants, Co., Inc.																	

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Financial Impact:	<p>The unit prices in Attachment A provides the actual prices per item that will be charged. The projected expenses for the initial one (1) year term is approximately \$453,000 based on our estimated needs.</p> <p>Increases in Unit Prices may be adjusted quarterly and shall be based on the Producer Price Index (PPI) Series ID# WPU0576: "Fuels and Related Products and Power – Finished Lubricants, not seasonally adjusted" as published by the U.S. Bureau of Labor Statistics.</p> <p>The cost of these items are included in the 2022-2023 Operating Budget and will be included in future budgets.</p>
Recommendation:	<p>That the CEO or his designee be granted authority to execute contracts with Emerson Oil Co., Inc. and Superior Lubricants Co., Inc. for a term of one (1) year and to execute up to four (4) one-year renewals for each contract.</p>



## **Resolution: RGRTA 34-2022**

### **AUTHORIZING THE AWARD OF CONTRACTS FOR THE PURCHASE OF VEHICLE FLUIDS AND LUBRICANTS**

WHEREAS, the Authority requires a variety of fluids and lubricants for the maintenance of vehicles in our fleets; and

WHEREAS, The Authority sought bids by issuing an Invitation for Bids (IFB) and publicly advertising it in the New York State Contract Reporter and the Rochester Business Journal on August 12, 2022; and

WHEREAS, thirty-nine (39) vendors were notified of this procurement and three (3) bids were received on September 9, 2022; and

WHEREAS, the Authority awarded to the lowest, responsive bidder who offered the lowest combined bid for each of the following five (5) product lots: Lot 1: Motor Oils, Lot 2: Transmission Fluids, Lot 3: Coolant and Washer Fluids, Lot 4: Diesel Exhaust Fluid, and Lot 5: Gear Lube and Greases; and

WHEREAS, Emerson Oil Co., Inc. submitted the lowest responsive bid for Lots 2 and 4 and Superior Lubricants, Co., Inc. submitted the lowest responsive bid for Lots 1, 3 and 5; and

WHEREAS, the Authority determined that Emerson Oil Co., Inc. and Superior Lubricants, Co., Inc. appear to be responsible firms and that the prices they offered in Attachment A are fair and reasonable, and

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer or his designee is authorized to enter into one (1) year contracts with Emerson Oil Co., Inc. and Superior Lubricants, Co., Inc.; and

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee is authorized to execute up to four (4) optional one-year renewals for each contract and that increases in Unit prices may occur quarterly and shall be based on the Producer Price Index (PPI) Series ID# WPU0576: "Fuels and Related Products and Power – Finished Lubricants, not seasonally adjusted" as published by the U.S. Bureau of Labor Statistics; and

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee is hereby authorized, empowered, and directed, for and on behalf of the Authority, to perform any and all actions and to execute any and all documents on behalf of the Authority as may be deemed necessary, appropriate or advisable to carry out the intent and purposes of the foregoing resolution.

### **CERTIFICATION**

The undersigned hereby certifies that the above is an excerpt from the Minutes of the Quarterly Meeting of the Rochester Genesee Regional Transportation Authority which was held on November 3, 2022 and that the Resolution is still in full force and effect.

\_\_\_\_\_  
Donald Jeffries, Chairman

Date: November 3, 2022  
Rochester, New York

**Resolution: RGRTA 34-2022****RESOLUTION AUTHORIZING THE AWARD OF CONTRACTS FOT THE PURCHASE OF VEHICLE FLUIDS AND LUBRICANTS****ATTACHMENT A**

<b>Item Description</b>	<b>Unit Price</b>	<b>Unit of Measure (UOM)</b>
<b>Lot 1: Motor Oils</b>		
<i>Awarded Vendor: Superior Lubricants Co., Inc.</i>		
SAE 15W-40/CK-4	\$11.20	Gallon
SAE 15W-40/CK-4	\$701.00	55 Gal Drum
5W30	\$9.20	Gallon
5W30	\$611.00	55 Gal Drum
5W30	\$64.60	Case
<b>Lot 2: Transmission Fluids</b>		
<i>Awarded Vendor: Emerson Oil Co., Inc.</i>		
ATF – TES 295	\$27.10	Gallon
ATF – TES 295	27.70	55 Gal Drum
ATF – Mercon LV Valvoline MaxLife Dex/Merc ATF	\$14.07	Gallon
ATF – Mercon LV Valvoline MaxLife Dex/Merc ATF	\$813.85	55 Gal Drum
ATF - Motorcraft MERCON ULV	\$117.52	Case
<b>Lot 3: Coolant &amp; Washer Fluids</b>		
<i>Awarded Vendor: Superior Lubricants Co., Inc.</i>		
Fleetcool Oat (Pink) Fleetguard Antifreeze/Coolant	\$6.50	Gallon
Fleetcool Oat (Pink) Fleetguard Antifreeze/Coolant	\$385.00	55 Gal Drum
Antifreeze/Coolant	\$445.00	55 Gal Drum
Antifreeze/Coolant	\$6.34	Gallon
Motorcraft Orange Antifreeze/Coolant	\$695.00	55 Gal Drum
Motorcraft Yellow Antifreeze/Coolant	\$60.00	Case
Windshield Washer Concentrated Washer Fluid with Antifreeze	\$2.75	Gallon
Windshield Washer Concentrated Washer Fluid with Antifreeze	\$200.00	55 Gal Drum
<b>Lot 4: Diesel Exhaust Fluids</b>		
<i>Awarded Vendor: Emerson Oil Co., Inc.</i>		
Diesel Exhaust Fluid ISO 22241-1 API Certified	\$1.99	Gallon
Diesel Exhaust Fluid ISO 22241API Certified Peak Blue DEF	\$193.65	55 Gal Drum
<b>Lot 5: Gear Lube &amp; Greases</b>		
<i>Awarded Vendor: Superior Lubricants Co., Inc.</i>		
SAE 80W-90 Mobilube HD Plus	\$274.20	120 lb keg
SAE 75W-90 Mobil Delvac Synthetic Gear Oil	\$365.20	120 lb keg
SAE 80W-90 Service Pro GearOil	\$274.20	120 lb keg
SAE 75W-140 Gulf Hypoid GearLube	\$488.20	120 lb keg
SAE 75W-85 Premium Synthetic Hypoid Gear Lube	\$381.20	120 lb keg
Lithium complex, high-temp grease Valvoline Wheel Bearing Grease NLGI grade #2, ISO 320	\$413.20	120 lb keg





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TRANSPORTATION  
AUTHORITY

**BOARD OF COMMISSIONERS  
AGENDA ITEM COVER SHEET**

Board Meeting Date:	November 3, 2022
Presenter:	Scott Adair
Subject:	Resolution Authorizing the Disposal of Assets
Background:	<p>The Authority periodically retires assets after they reach the end of their anticipated service life, become obsolete, or are no longer suitable or necessary for the provision of public transportation services by the Authority.</p> <p>The Authority has determined that the items included in Attachment A have reached the end of their service life and are eligible for disposal.</p>
Financial Impact:	The Authority expects minimal revenue from the sale of the assets. Any remaining assets after sale will be scrapped or recycled.
Recommendation:	That the Chief Executive Officer or his designee be granted authority to dispose of items listed in Attachment A to the resolution in accordance with the Authority's Surplus Property Disposition Policy and Procedures.

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## **Resolution: RGRTA 35-2022**

### **RESOLUTION AUTHORIZING THE DISPOSAL OF ASSETS**

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") periodically retires assets after they reach the end of their anticipated service life, become obsolete, or are no longer suitable or necessary for the provision of public transportation services by the Authority; and

WHEREAS, the Authority has determined that the items included in Attachment A have reached the end of their service life and are eligible for disposal.

NOW, THEREFORE, BE IT RESOLVED, that the assets listed in Attachment A are declared to be surplus and shall therefore be disposed of in accordance with the Authority's Surplus Property Disposition Policy and Procedures; and

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee is hereby authorized, empowered, and directed, for and on behalf of the Authority, to perform any and all actions and to execute any and all documents on behalf of the Authority as may be deemed necessary, appropriate or advisable to carry out the intent and purposes of the foregoing resolution.

### **CERTIFICATION**

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Quarterly Meeting of the Rochester Genesee Regional Transportation Authority, which was held on November 3, 2022 and that the Resolution is still in full force and effect.

---

Donald Jeffries, Chairman

Date: November 3, 2022  
Rochester, New York

**ATTACHMENT A**

Page 1 of 3

Model	Item	Serial Number
5412	DVR	MS1048A174
5412	DVR	KSAAD2561
5412	DVR	MS1048A147
5412	DVR	KB0917A027
5412	DVR	KB0921A043
5412	DVR	MS1304A075
5412	DVR	KB0925A098
5412	DVR	MS1048A148
5412	DVR	KS0808A311
5412	DVR	MS1107A546
5412	DVR	KB0943A027
5412	DVR	MS132A787
5412	DVR	KB0916A289
5412	DVR	KB0947A057
5412	DVR	KB0926A508
5412	DVR	KB0926A522
5412	DVR	KB0911B083
5412	DVR	KB0947A112
5412	DVR	MS1107A505
5412	DVR	MS1310A149
5412	DVR	KB0923A136
5412	DVR	KB0925A090
5412	DVR	KB0929A086
5412	DVR	MS0850A344
5412	DVR	KB0947A044
5412	DVR	KB0918A026
5412	DVR	MS1107A544
5412	DVR	KB0929A096
5412	DVR	KS0738A872
5412	DVR	MS1048A180
5412	DVR	MS1109A376
5412	DVR	KB0943A031
5412	DVR	KB0926A498
5412	DVR	MS1109A395
5412	DVR	KB0926A505
5412	DVR	MS1338A235
5412	DVR	MS1310A128
5412	DVR	KB0950A016
5412	DVR	MS1323A022

Model	Item	Serial Number
5412	DVR	MS1304A076
5412	DVR	MS1107A509
5412	DVR	MS1109A007
5412	DVR	MS1109A024
5412	DVR	KB0946A438
5412	DVR	MS1109A031
5412	DVR	MS1107A567
5412	DVR	KB0946A515
5412	DVR	MS1125A350
5412	DVR	MS1048A149
5412	DVR	MS1324A426
5412	DVR	MS1048A145
5412	DVR	MS1048A151
5412	DVR	MS1124A104
5412	DVR	KB0949A261
5412	DVR	KB0925A093
5412	DVR	MS1024B013
5412	DVR	MS1304A066
5412	DVR	MS1310A144
5412	DVR	KS0B11A103
5412	DVR	MS1109A010
5412	DVR	MS1107A580
5412	DVR	MS1304A071
5412	DVR	MS1048A182
5412	DVR	MS1304A079
5412	DVR	MS1107A549
5412	DVR	MS1107A501
5412	DVR	KS0811A114
5412	DVR	MS1107A540
5412	DVR	MS1310A138
5412	DVR	MS1126A908
5412	DVR	MS0850A464
5412	DVR	MS1109A017
5412	DVR	MS1107A548
5412	DVR	MS1107A578
5412	DVR	KB0921A038
5412	DVR	KB0915A169
5412	DVR	KB0925A100
5412	DVR	MS0820A044

**ATTACHMENT A**

Page 2 of 3

Model	Item	Serial Number
5412	DVR	KB0918A015
5412	DVR	KB0921A036
5412	DVR	KB0924A103
5412	DVR	KB0917A583
5412	DVR	KB0916A304
5412	DVR	KB0926A822
5412	DVR	KB0921A218
5412	DVR	KSAAD2598
5412	DVR	KB0921A037
5412	DVR	KB0926A512
5412	DVR	KB0925A097
5412	DVR	MS1338A249
5412	DVR	KB0918A077
5412	DVR	KB0919A046
5412	DVR	KB0925A096
5412	DVR	KB0926A510
5412	DVR	MS1022A653
5412	DVR	MS1124A083
5412	DVR	KB0921A219
5412	DVR	KB0912A097
5412	DVR	KB0915A037
5412	DVR	MS1107A534
5412	DVR	MS1048A146
5412	DVR	MS1338A245
5412	DVR	MS1323A020
5412	DVR	KB0925A105
5412	DVR	MS1048A197
5412	DVR	MS1048A160
5412	DVR	MS1048A143
5412	DVR	KB0923A135
5412	DVR	MS1392A790
5412	DVR	MS1048A153
5412	DVR	KB0947A063
5412	DVR	MS0850A334
5412	DVR	MS1112A571
5412	DVR	MS1109A021
5412	DVR	KB0947A124
5412	DVR	KB0916A326
5412	DVR	KB0926A521

Model	Item	Serial Number
5412	DVR	KB0946A653
5412	DVR	MS1310A132
5412	DVR	KB0947A116
5412	DVR	MS1107A577
5412	DVR	KB0946A502
5412	DVR	MS1338A234
5412	DVR	MS1338A252
5412	DVR	KB0947A055
5412	DVR	MS1338A241
5412	DVR	MS1338A243
5412	DVR	MS1109A020
5412	DVR	KB0926A514
5412	DVR	MS1338A244
5412	DVR	MS1125A341
5412	DVR	MS1107A579
5412	DVR	MS1124A092
5412	DVR	MS0823A241
5412	DVR	KB0926A509
5412	DVR	MS1048A163
5412	DVR	MS0850A336
5412	DVR	MS1107A525
5412	DVR	MS1048A150
5412	DVR	MS1048A187
5412	DVR	MS1107A555
5412	DVR	MS1126A890
5412	DVR	MS1107A559
5412	DVR	KB0926A511
5412	DVR	MS1107A533
5412	DVR	MS1048A124
5412	DVR	MS1329A782
5308	DVR	KBAAJ5020
5308	DVR	MS1133A359
5308	DVR	MS1142A365
5308	DVR	KBAAP4788
5308	DVR	MS1111A250
5308	DVR	KBAAP5201
5308	DVR	KB08188429
5308	DVR	KBAAP5452
5308	DVR	KBAAP4338

**ATTACHMENT A**

Page 3 of 3

<b>Model</b>	<b>Item</b>	<b>Serial Number</b>
5308	DVR	MS11428089
5308	DVR	KBAAP4783
5308	DVR	KBAAP5058
5308	DVR	KB0813A328
5308	DVR	KBAAP5205
5308	DVR	KBAAP3308
5308	DVR	MS1142B068
5308	DVR	KB08188449
5308	DVR	MS1149A267
5308	DVR	MS1141A304
5308	DVR	MS1142A338
5308	DVR	KB0830A019
5308	DVR	KBAAP5046
5308	DVR	KBAAP5447
5308	DVR	KBAAP3320
5308	DVR	KB0808A015
5308	DVR	MS1142B065
5308	DVR	KBAAK3316
5308	DVR	KBAAK3321
5308	DVR	KBAAK3317
5308	DVR	KBAAK3303
5308	DVR	MS1133A378
5308	DVR	KBAAJ5021
5308	DVR	MS1133A386
5308	DVR	MS1126A482
5308	DVR	KB0826A018
5308	DVR	MS1142B098

<b>Model</b>	<b>Item</b>	<b>Serial Number</b>
5308	DVR	KB0813A322
5308	DVR	KB0811A016
5308	DVR	KBAAA3324
5308	DVR	MS1126A515
5308	DVR	MS1133A381
5308	DVR	KBAAK3313
5308	DVR	KBAAK3297
5308	DVR	MS1024A613
5308	DVR	KBAAK3315
5308	DVR	MS1142A349
5308	DVR	MS1126A528
5308	DVR	MS1142A349
5308	DVR	KBAAP4794
5308	DVR	KB0818B420
5308	DVR	KBAAP4774
5308	DVR	KBAAP5426
5308	DVR	KBAAP4785
5308	DVR	KB0830A357
5308	DVR	KBAAP5428
5308	DVR	KBAAJ5014
5308	DVR	KBAAK3311
5308	DVR	MS1142B059
5308	DVR	KBAAK328?
5308	DVR	KB0830A288
5308	DVR	MS1142B058
5308	DVR	KBAAP4769



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## BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	November 3, 2022
Presenter:	Daniel DeLaus
Subject:	Resolution Authorizing a Collective Bargaining Agreement between RTS Ontario and the Amalgamated Transit Union, Local 282
Background:	<p>The Amalgamated Transit Union (ATU), Local 282 represents RTS Ontario Bus Operators, Transportation Specialists, Technicians, Fueler/Washers and Van Drivers a total of 26 employees.</p> <p>The last agreement expired on July 31, 2022 and ATU Local 282 ratified this new agreement on October 28, 2022. The term of the new agreement is from the date of this approval through July 31, 2025.</p> <p>A key item to the new agreement includes a new starting rate of \$18.50 per hour for all Bus Operators and Transportation Specialists. See Attachment A for complete details of new agreement.</p>
Financial Impact:	The financial impact of approval is included in the Authority's 2022-2023 Operating Budget. Future years Operating Budgets will contain appropriate funding.
Recommendation:	The CEO be granted authority to enter into this agreement with the Amalgamated Transit Union, Local 282.

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## **Resolution: RGRTA 36-2022**

### **AUTHORIZING A COLLECTIVE BARGAINING AGREEMENT BETWEEN RTS ONTARIO AND THE AMALGAMATED TRANSIT UNION, LOCAL 282**

WHEREAS, the Amalgamated Transit Union, Local 282 (the "ATU") is the exclusive bargaining agency for the titles of the ATU County Area Transit System Inc. (RTS Ontario) which includes the titles of full-time and part-time Bus Operators, Van Drivers, Transportation Specialists, Maintenance Technicians and Bus Washers; and

WHEREAS, County Area Transit System Inc. (RTS Ontario) and the ATU have reached a tentative agreement (the "Agreement"), subject to the approval of the Board of Commissioners and the ATU membership, which Agreement includes the key changes summarized on Attachment A; and

WHEREAS, the ATU membership voted to approve the Agreement on October 28, 2022.

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer and his designee are hereby authorized, empowered and directed, for and on behalf of the Authority, to execute the Agreement and to perform any and all actions and to execute any and all documents on behalf of the Authority as they may deem necessary, appropriate or advisable to carry out this project.

### **CERTIFICATION**

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Quarterly Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on November 3, 2022 and that the Resolution is still in full force and effect.

---

Donald Jeffries, Chairman

Date: November 3, 2022  
Rochester, New York

## **ATTACHMENT A**

### **RTS Ontario and Amalgamated Transit Union, Local 282 Collective Bargaining Agreement**

**Term of Agreement:** November 3, 2022– July 31, 2025

**Covered Employees:**

Bus Operators- 15  
Transportation Specialist- 5  
Bus Washers- 2  
Senior Technician- 0  
Technician A- 1  
Technician B- 3

**Wages:**

The wage structure of the existing contract required modification due to current market conditions. The new starting wage rate for Bus Operators and Transportation Specialists will be \$18.50 per hour. Current Bus Operators and Transportation Specialist will receive an increase to \$20.25 effective retroactively to August 1, 2022. The contract authorizes wage increases of 3% on August 1, 2023 and 2.75% on August 1, 2024.

Senior Technician, Technician A and Technician B and Fueller/Washer rates are increased by 5% retroactively effective 8/1/22, 3% effective 8/1/23 and 2.75% effective 8/1/24.

All current employees will receive a one-time retention payment (in two installments). These one-time retention payments will be \$3,400 for full-time and \$2,500 for part-time.

**Vision Insurance:**

The Company will pay the premium cost for a vision insurance plan for all full time and part time bargaining unit employees. The Company reserves the right to select and change the insurance provider and/or plan coverage.

**Driver Work Schedules:**

The Company may (after offering assignments of additional hours, and either before or after assigning additional hours to bargaining unit employees) utilize drivers/operators employed by RTS Seneca, RTS Access, and/or RTS Monroe to perform such additional work, to the extent permitted by the collective bargaining agreements covering RTS Seneca, RTS Access, and/or RTS Monroe. This item will expire with the contract.

**Paid Time Off (PTO):**

New hires hired (i.e., employees with less than one year of completed service) will be provided with 40 hours of PTO time upon hire.





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## BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	November 3, 2022
Presenter:	Amy Gould
Subject:	CEO Succession Process
Background:	<p>Chief Executive Officer Bill Carpenter has informed the Board of his intention to retire on June 30, 2023.</p> <p>Pursuant to Section 4.1 of its CEO Replacement and Selection Process ("Selection Process"), the Board is to review the current RGRTA CEO succession plan to determine whether any internal candidates have been identified as a possible CEO successor. The Board may also consult with the Executive Management Team for the same purpose.</p> <p>After reviewing the succession plan, the Board may vote, pursuant to 4.2 of the Selection Process, to proceed initially only with an internal search. If the Board votes to do this, it shall proceed to interview and consider anyone it identified as an internal candidate.</p> <p>After the Board finishes the internal search, it may then appoint a candidate as the new CEO or expand its search to include external candidates.</p>
Financial Impact:	None
Recommendation:	That the Board, in keeping with the Selection Process and the CEO succession plan, initially conduct a search involving only internal candidates.

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## **Resolution: RGRTA 37-2022**

### **RESOLUTION INITIALLY LIMITING THE CHIEF EXECUTIVE OFFICER REPLACEMENT PROCESS TO A REVIEW OF INTERNAL CANDIDATES**

WHEREAS, Chief Executive Officer Bill Carpenter has informed the Board of his intention to retire on June 30, 2023; and

WHEREAS, the Board has supported Chief Executive Officer Bill Carpenter's efforts over a number of years to establish a succession plan entitled Ready Now, Ready Later, Ready Future creating opportunities within the organization for employees to have career paths and opportunities for promotion; and

WHEREAS, the Board may review the RGRTA CEO succession plan and consult the Executive Management Team to identify any potential internal candidates to succeed CEO Carpenter; and

WHEREAS, the Board, pursuant to its CEO Replacement and Selection Process ("Selection Process") may vote to initially limit its search to internal candidates; and

WHEREAS, the Board may, after conducting the internal search, appoint an internal candidate or may decide to expand its search to external candidates; and

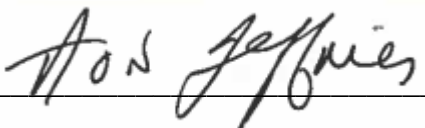
NOW, THEREFORE, BE IT RESOLVED, that the Board, pursuant to Sections 4.1 and 4.2 of the Selection Process, shall initially conduct only a review and consideration of internal candidates to serve as Chief Executive Officer of the Authority; and

BE IT FURTHER RESOLVED, that the Board, after said internal search is completed, may, by further resolution, appoint a candidate or expand its search to include external candidates; and

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee are hereby authorized, empowered, and directed, for and on behalf of the Authority, to perform any and all actions and to execute any and all documents on behalf of the Authority as they may deem necessary, appropriate or advisable to carry out the intent and purposes of the foregoing resolutions.

### **CERTIFICATION**

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Quarterly Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on November 3, 2022, and that the Resolution is still in full force and effect.

A handwritten signature in dark ink, appearing to read "Donald Jeffries", is written over a horizontal line.

Donald Jeffries, Chairman

Date: November 3, 2022  
Rochester, New York