

Minutes

RTA Committee of the Whole Meeting

10:47 a.m., Tuesday, January 11, 2022

Committee Members: Moss (Vice Chair), Byrne, Duarte, Joyce, Koomar, McCall, Pellot, Weiss

Not present: Lucas, Serrano

Staff: Benford, Birdsong, Blaze, Harris, Burney, Caver, Coffey, Dangelo, Davidson, Fields, Fleig, Freilich, Garofoli, Gautam, Harris, Kirkland, Lively, Martin, Metcalf, Miller, Mothes, Petit, Schipper, Shaffer, Sutula, Talley, Tarka, Togher, Walker-Minor, Wilde

Public: Lane, Gruber

The meeting was called to order at 10:47 a.m. There were eight (8) committee members present. President Lucas had to leave early.

This meeting was live-streamed on RTA's Facebook page (www.facebook.com/rideRTA) for staff and members of the public. Members of the public were allowed to attend in-person.

Based on Centers for Disease Control (CDC) guidance to continue to avoid large events and gatherings and Ohio Department of Public Health advice that businesses and other entities may continue to require mitigation measures, as well as RTA's interest in protecting community and employee health and safety, several measures were put in place for in-person attendance, which are spelled out in the meeting notice.

Code Book Updates

Dawn Tarka, Associate Counsel, gave the presentation. The policies and procedures were codified in 1989 (Resolution 1989-176). They are reviewing and updating them to bring the policies in line with current operations. They are subject to review and revision every 3 years. Most of their work going forward will relate to the Human Resources provision. Those provisions can be found in three places:

1. Code Book
 - Broad policies issued by Board of Trustees to give direction to the Authority
 - Public and placed on the Internet or website
2. Personnel Policies
 - Internal policies developed by HR and approved by Board of Trustees
 - Public record but placed internally on the Intranet but can be requested by the public

The difference between the two is the policies are more operational and detailed.

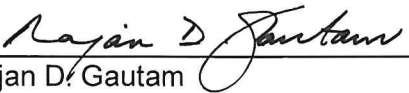
3. Personnel Procedures
 - Details of how policies are implemented
 - Public record – Internal to HR and not approved by the board

The two provisions being proposed today relate to the following. They are overlapping to the Personnel Policies.

- Section 628.01 Vacations – repeal (obsolete)
- Section 646.02 Vacation for non-bargaining employees – amend and remove from Code Book to replace PPP 500.02 – any changes would be brought to the Board for approval
- Section 628.02 Unemployment Compensation – repeal due to being obsolete.
- Section 644.12 Unemployment Compensation – remove since it is a duplicate of PPP 400.12

Staff requests that the Committee of the Whole recommend these provisions to the Board of Trustees for approval. It was moved by Chief McCall, seconded by Mr. Joyce and approved to move these to the Board.

The meeting was adjourned at 10:55 a.m.



Rajan D. Gautam
Secretary/Treasurer



Theresa A. Burrage
Executive Assistant