

# OAKLAND COUNTY PUBLIC TRANSPORTATION AUTHORITY

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Marie Donigan  
Secretary

*Melanie Piana, Chairperson*

David Harrell  
Rashon Byrd

April 21, 2020

Chairperson Piana called the meeting of the Oakland County Public Transportation Authority (OCPTA) to order at 9:00 a.m. via Videoconference.

## **MEMBERS PRESENT:**

Melanie Piana, Marie Donigan, David Harrell

## **MEMBERS ABSENT WITH NOTICE:**

Rashon Byrd

## **APPROVAL OF MINUTES**

Harrell moved approval of the minutes of October 22, 2019, as presented. Seconded by Donigan.

Motion carried.

## **APPROVAL OF AGENDA**

Donigan moved approval of the agenda, as presented. Seconded by Harrell.

Motion carried.

## **PUBLIC COMMENT**

David Harrell, OCPTA Member, spoke during public comment.

## **REGULAR AGENDA**

### **1. ELECTION OF NEW VICE CHAIRPERSON**

Discussion was held regarding the election of a new Vice Chairperson, as Megan Owens, former Vice Chairperson, resigned December 31, 2019, due to relocation outside of Oakland County. It was indicated that a new member would be appointed in May 2020. According to the OCPTA Bylaws, Article VI, and the OCPTA Articles of Incorporation, Article VIII, the only officers required are Chairperson and Secretary.

Harrell moved to nominate the Secretary as the backup to the Chairperson for the purposes of conducting OCPTA meetings. Seconded by Donigan.

Motion carried unanimously on a roll call vote with Byrd absent.

## **2. TREASURER'S REPORT**

Amy Carter, Junior Accountant, provided a brief overview of the Treasurer's Report for FY 2019-2020, Month 9. The report consists of the OCPTA Authority Balance Sheet, Revenue and Expenditures, Non-Expenditure Payments, Municipal Credits, Transfers from Tax Collection/Payments to SMART, and Interest Earned, as of March 31, 2020.

Harrell moved to receive and file the Treasurer's Report, as presented. Seconded by Donigan.

Motion carried.

## **3. PLANTE MORAN OCPTA 2019 AUDIT PRESENTATION**

Thomas Kempa, Auditor, Plante Moran, provided an update regarding the audit report dated June 13, 2019.

Harrell moved to receive and file the Plante Moran correspondence letter and financial report. Seconded by Donigan.

Motion carried.

## **4. OCPTA MISSION STATEMENT & UNIFYING FRAMEWORK**

Authority members were provided with a draft "OCPTA Mission Statement" document, for consideration and review.

Harrell moved to amend the Oakland County Public Transportation Authority (OCPTA) Mission Statement, as follows:

### **1. Unifying Framework and Principles**

"The OCPTA ~~believes~~ **recognizes** that Oakland County has ~~a moral and economic~~ **an** obligation to offer a full range of viable transportation and modern mobility options to all people. OCPTA's work is grounded in the belief that government transparency, accountability and responsiveness are critical to innovating regional transportation solutions."

### **2. Inclusivity**

Strike the word "all" from the first bullet point statement, as follows:

- Connect ~~all~~ people in the region to where they live, play, work and learn.

### **3. Environmental Stewardship**

Strike the following language from bullet point 3: "~~emissions to minimize negative environmental impacts~~"

A discussion was held about the last proposed amendment to strike "emissions to minimize negative environmental impacts", from bullet point three under the section labeled Environmental Stewardship. Following this discussion, the consensus was to keep the language in the third bullet point intact.

Seconded by Donigan.

Motion to amend the OCPTA Mission Statement, as detailed above, with the exception of proposed amendment #3, carried on a roll call vote with Harrell voting no and Byrd absent.

## **5. SMART UPDATE**

Robert Cramer, CEO, Suburban Mobility Authority for Regional Transportation (SMART), reported that in light of Governor Whitmer's Stay-at-Home order, SMART is holding board meetings via Zoom and that staff is working remotely. Mr. Cramer indicated that there has been a 65% reduction in regular weekday transportation services and that SMART is working on getting fully automated securement systems in place for wheelchair patrons that are in compliance with social distancing guidelines. Mr. Cramer also stated that SMART is looking to fill the recently vacated General Manager position.

## **6. OCPTA ARTICLES OF INCORPORATION**

Pam Worthington, Committee Coordinator, Board of Commissioners, provided a brief overview on the updates made to the Articles of Incorporation for the Oakland County Public Transportation Authority. The updates were received and accepted without objection.

## **COMMUNICATIONS**

None.

## **OTHER BUSINESS/ADJOURNMENT**

The next OCPTA meeting will be held at the call of the Chair.

There being no further business to come before the Authority, the meeting was adjourned at 10:42 a.m.

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Megan C. Sellers, Staff Assistant

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Marie Donigan, Secretary

**NOTE:** The foregoing minutes are subject to Authority approval.