

Minutes

1327th Meeting of the Board of Directors February 28, 2008

Mr. Zimmerman called the meeting to order at 11:04 a.m. Present were:

Directors

Mr. Chris Zimmerman
Mr. Jim Graham
Mr. Peter Benjamin
Mrs. Catherine Hudgins
Mr. Emeka Moneme
Ms. Elizabeth Hewlett

Alternate Directors

Mr. William Euille
Mr. Jeff McKay
Mr. Tony Giancola
Mr. Gordon Linton

Staff

Mr. John Catoe
Mr. Gerald Francis
Ms. Polly Hanson
Ms. Helen Lew

Ms. Carol O'Keeffe
Mr. Shiva Pant
Mr. Chuck Woodruff
Mrs. Leen'da Chambliss

Public Comment Period:

There were no speakers during the public comment period.

Approval of Agenda:

The agenda was approved as submitted by unanimous consent.

Approval of Minutes:

The minutes of the January 24, 2008 meeting were approved as submitted.

Report by Riders' Advisory Council (RAC):

Ms. Iacomini referred to the RAC report submitted to the Board. The RAC supports moving forward with the public hearings for service changes on the 30s Line and hopes that WMATA continues the kind of collaborative decision-making process with its riders as WMATA engaged in for the 30s Line. She stated that prior to undertaking any changes in service proposed with the Blue Line realignment, WMATA needs to actively engage its customers to determine both how to best tailor any service changes to meet both WMATA's and riders' needs and how to best communicate those service changes to customers. Regarding The Metro Channel, RAC members want to make sure that information can be timely in emergency situations and tailored to the specific needs of each station, as has been proposed. She also stated that the RAC is looking forward to working with WMATA staff and the Board as they develop new standards for communications with customers, both on day-to-day and emergency situations.

Report by Chair:

A. Chairman's Remarks

Mr. Zimmerman spoke of WMATA's transition from an agency designed primarily to manage a construction project, to an operating agency with its primary focus on the day-to-day delivery of services to the public and stated that for 2008, the two biggest challenges are to focus on customer service, reliability, quality, and performance today; and to plan for tomorrow – fulfilling WMATA's leadership role in the region. WMATA must become a goal-oriented, performance-driven organization, with the most important areas in which to strive for progress being safety; service reliability and quality; and customer communications.

B. Approval of Resolution for 2008 Board Procedures

Mr. Graham suggested the inclusion of a requirement proposed by Mr. Zimmerman that the Board reconvene in open session after Executive session and adopt a motion certifying that only those matters identified in the motion to convene in Executive session were heard, considered or discussed. A discussion ensued and this addition was adopted by unanimous consent.

Mr. Graham moved, seconded by Ms. Hewlett, approval of the 2008 Board Procedures. This motion was unanimously approved as amended.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

A copy of the approved Resolution (2008-05) has been made a part of the official file.

C. Approval of 2008 Committee Assignments

Mr. Graham moved, seconded by Mr. Benjamin, approval of the 2008 Board Committee Assignments. This motion was unanimously approved.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

Report by General Manager:

Mr. Catoe spoke of the importance of the request for approval of the initiation and award of a sole source contract to Gayland Moffat Consulting to perform an organizational assessment of WMATA's operational departments. He reported that Metro crews completed the final phase of the platform structural rehabilitation at Metro Center station and that switch maintenance was being done at the Van Ness-UDC and Friendship Heights Metrorail stations. He also announced that Michael Taborn will be WMATA's new Chief of Metro Transit Police.

Mr. Francis recognized Station Manager Willita Wright, who was highlighted as a "News 4 Morning Person" for her exceptional customer service.

Report by Customer Service, Operations and Safety Committee

A. Approval of the Metro Channel Request for Proposal

Mr. Benjamin referred the Board to the request for approval to initiate a contract for an exclusive advertising partner, to include deployment and operation of The Metro Channel for WMATA. Staff will return to the Board to review the proposed contract prior to award. Mr. Benjamin asked that the words "and award" be deleted from the Board Action/Information Summary Sheet to reflect this.

Mr. Benjamin moved, seconded by Mrs. Hudgins, that the Board approve this action with the above change. This motion was unanimously approved.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

B. Approval to Initiate and Award a Contract for a Rail Geometry Vehicle

Mr. Benjamin referred the Board to the request to approve the initiation and award of a competitive contract for the procurement of a rail geometry vehicle, if within

the Board-approved budget, and with corrections to be made by staff to the Funding Impact section of the Board Action/Information Summary Sheet.

Mr. Benjamin moved, seconded by Mr. Moneme, that the Board approve this action with the above change. This motion was unanimously approved.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

C. Approval of Public Hearings on Proposed Restructuring of Routes 30, 32, 34, 35, and 36

Mr. Benjamin referred the Board to the request for approval to conduct public hearings on the proposed restructuring of regional Metrobus Routes 30, 32, 34, 35 and 36, which together comprise the Pennsylvania Avenue Line, also known as the 30s Line.

Mr. Benjamin moved, seconded by Mr. Moneme, that the Board approve this action. This motion was unanimously approved.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

A copy of the approved Resolution (2008-06) has been made a part of the official file.

Report by Finance, Administration and Oversight Committee

A. Metro Matters Borrowing

Mr. Graham referred the Board to the request for approval to negotiate an increase in the limit of commercial paper to \$600 million and to authorize the General Manager to execute the Commercial Paper amendment without further action by the Board, if the only material change is the amount of the facility.

Mr. Graham moved, seconded by Mr. Benjamin, that the Board approve this action. This motion was unanimously approved.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

A copy of the approved Resolution (2008-07) has been made a part of the official file.

B. Amend FY08 Budget to Implement Mid-Day Metro bus Service on Route 79

Mr. Graham referred the Board to the request for approval to allow off-peak service on MetroExtra Route 79 and to amend the operating budget accordingly.

Mr. Graham moved, seconded by Mr. Moneme, that the Board approve this action. This motion was unanimously approved.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

A copy of the approved Resolution (2008-08) has been made a part of the official file.

C. Amend FY08 Budget to Implement National Harbor Metrobus Service on Route NH-1

Mr. Graham referred the Board to the request for approval to establish service on Route NH-1, National Harbor Line, in the District of Columbia and Prince George's County and to amend the budget accordingly.

Mr. Graham moved, seconded by Ms. Hewlett, that the Board approve this action. This motion was unanimously approved.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

A copy of the approved Resolution (2008-09) has been made a part of the official file.

D. Amend FY08 Budget to Increase Metrobus Service on Route N22

Mr. Graham referred the Board to the request for approval to establish improved midday weekday service and new evening and weekend service on regional Metrobus Route N22, Navy Yard Shuttle, and change the budget accordingly.

Mr. Graham moved, seconded by Mr. Moneme, that the Board approve this action. This motion was unanimously approved.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

A copy of the approved Resolution (2008-10) has been made a part of the official file.

E. Review and Acceptance of FY07 External Audit Deliverables

Mr. Graham referred the Board to the request for approval to accept the FY07 External audit Deliverables submitted by KPMG, LLP/F.S. Taylor and Associates.

Mr. Graham moved, seconded by Mrs. Hudgins, that the Board approve this action. This motion was unanimously approved.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

A copy of the approved Resolution (2008-11) has been made a part of the official file.

F. Approve Reimbursable Contract for DC Student SmarTrip® Upgrade

Mr. Graham referred the Board to the request for approval to authorize the General Manager to enter into an agreement with the District of Columbia under a reimbursable project to implement a SmarTrip® ID and transit pass for students.

Mr. Graham moved, seconded by Mr. Moneme, that the Board approve this action. This motion was unanimously approved.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

A copy of the approved Resolution (2008-12) has been made a part of the official file.

G. Approval to Modify Personnel Policy and Procedures

Mr. Graham referred the Board to the request for approval to delegate to the General Manager the authority to amend, revise or repeal sections of the Personnel Policies and Procedures Manual that are administrative in nature.

Mr. Graham moved, seconded by Mr. Moneme, that the Board approve this action. This motion was unanimously approved.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

A copy of the approved Resolution (2008-13) has been made a part of the official file.

H. Approval of MCI metro Fiber Optic License Renewal

Mr. Graham referred the Board to the request for approval to authorize the General Manager to negotiate and execute a new Fiber Optic License Agreement, including potential indemnification provisions.

Mr. Graham moved, seconded by Mrs. Hudgins, that the Board approve this action. This motion was unanimously approved.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

I. Approval of Information Technology Reprogramming/Reallocation Request

Mr. Graham referred the Board to the request for approval to reallocate \$5.1 million in funding for telephone handsets to remediation of PeopleSoft HR, Payroll, and procurement needs.

Mr. Graham moved, seconded by Mr. Moneme, that the Board approve this action. This motion was unanimously approved.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

A copy of the approved Resolution (2008-14) has been made a part of the official file.

J. Relocation of Track & Structures – System Maintenance (TSSM) Function from Twinbrook to Shady Grove

Mr. Graham referred the Board to the request for approval to use up to \$1 million of TIIF funds to support the provision of both an interim and permanent facility for the Office of Track and Structures/System Maintenance at Shady Grove.

Mr. Graham moved, seconded by Mr. Benjamin, that the Board approve this action. This motion was unanimously approved.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

K. Approval to Reprogram funds from FY07 SAP to Account for Redeployment of buses from Southeastern Bus Facility

Mr. Graham referred the Board to the request for approval to reprogram \$1.39 million from the Capital Improvement Program to an established account for the

purposes of funding the re-deployment of Metrobuses from the Southeastern Bus facility to other Metro facilities prior to the start of the Washington Nationals baseball season.

Mr. Graham moved, seconded by Mr. Moneme, that the Board approve this action. This motion was unanimously approved.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

Mr. Graham noted that the FY08 Monthly Financial Reports (November and December 2007) were discussed as information items, in which it was reported that Metrorail ridership has grown four percent, bus ridership is level, and expenses are one percent over budget over the same period last year.

Report by Planning, Development and Real Estate Committee

A. Joint Development Guidelines

Mr. Zimmerman referred the Board to the request for approval of the updated Joint Development Guidelines.

Mr. Zimmerman moved, seconded by Ms. Hewlett, approval of this resolution. This motion was unanimously approved.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

A copy of the approved Resolution (2008-16) has been made a part of the official file.

Administrative Actions

Mr. Benjamin moved, seconded by Ms. Hewlett, that the Board approve, en bloc, Administrative Items XI.A numbered 1 through 7. This motion was unanimously approved.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

1. Approval to Initiate & Award a Contract for Air Compressors

Approval to initiate and award a sole-source contract to Knorr for the purchase of ten oil-less air compressors for the 2000/3000 series railcars.

2. Approval of Changes to Fare Structure

Approval to initiate and award a sole-source contract to Gayland Moffat Consulting to perform an organizational assessment of Operations and make recommendations to the General Manager that will improve customer service, reliability, efficiency and effectiveness within the Operations functions.

3. Approval to Initiate & Award a Contract for Portable Handheld Radios

Approval to purchase 33 Motorola XTS 5000 portable handheld radios and accessories for use by Metro Transit Police officers and Police officials.

4. Approval of Indemnification for the Acquisition of Unclaimed Property

Approval to execute an agreement to indemnify the signatory holding the unclaimed property against loss due to the payment of unclaimed property.

A copy of the approved Resolution (2008-17) has been made a part of the official file.

5. Approval of Incremental Funding for Rosslyn Station Entrance Project

Approval of the Phase Two Agreement between WMATA and Arlington County, authorization of the General Manager to execute the agreement, approval of the WMATA budget for Phase One and Phase Two, and approval of the release and use of certain funds for the final design and construction bid documents for the Rosslyn Station Access Improvement Project.

A copy of the approved Resolution (2008-18) has been made a part of the official file.

6. Approval to Modify Contract for Additional Customer Service Support for SmarTrip[®]

Approval for additional contract authority on the SmarTrip[®] Regional Customer Service Center contract for enhanced customer service levels.

7. Approval of a Calendar One-Day Pass for Use on April 17, 2008

Approval to create a calendar day pass to be used on April 17, 2008 and sold for \$9.

A copy of the approved Resolution (2008-19) has been made a part of the official file.

Report by D.C.: Mr. Graham reported that he would be co-chairing a hearing on stadium parking and transportation plan, presented by Mr. Moneme, and that the Committee on Public Works and the Environment would be conducting a hearing on WMATA oversight, and 2008 spending and the FY2007 budget.

Report by WSTC: None

Report by NVTC: Mrs. Hudgins noted that the Transportation Commission was meeting in Richmond.

Executive Session

Mr. Zimmerman moved, seconded by Mrs. Hudgins, that the Board meet in Executive session immediately following the meeting to discuss legal, personnel and safety matters. This motion was unanimously approved.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

The meeting was suspended to enter Executive session at 12:04 p.m.

Reconvene

At 1:13 p.m. Mr. Zimmerman reconvened the public session. Present were:

Directors

Mr. Chris Zimmerman
Mr. Jim Graham
Mr. Peter Benjamin
Mrs. Catherine Hudgins
Mr. Emeka Moneme
Ms. Elizabeth Hewlett

Alternate Directors

Mr. William Euille
Mr. Jeff McKay
Mr. Tony Giancola
Mr. Gordon Linton

Staff

Mr. Gerald Francis
Ms. Carol O'Keeffe

Mr. Shiva Pant
Mrs. Leen'da Chambliss

Mr. Zimmerman moved, seconded by Mr. Benjamin, to certify that at the just-concluded executive session, only such matters identified in the motion by which the Executive session was convened, were heard, discussed or considered by the Board. This motion was unanimously approved.

Ayes: 10 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, Ms. Hewlett, Mr. Euille, Mr. Linton, Mr. McKay and Mr. Giancola

Executive Session

Kemper/Lumbermen's Insurance Company

Mr. Graham moved, seconded by Mr. Benjamin, a Resolution authorizing staff to negotiate an agreement with Kemper Insurance to accept 25% of the outstanding reserves and to assume the remaining 103-mile rail construction program insurance liability. This motion was unanimously approved.

Ayes: 6 – Mr. Zimmerman, Mr. Graham, Mr. Benjamin, Mrs. Hudgins, Mr. Moneme, and Ms. Hewlett

A copy of the approved Resolution (2008-20) has been made a part of the official file.

Adjournment:

The meeting was adjourned at 1:18 p.m.



Leen'da Chambliss, Acting Board Secretary