

Detroit Transportation Corporation

Owner and Operator of the Detroit People Mover



DTC BOARD OF DIRECTORS MEETING MINUTES HELD ON APRIL 27, 2023 AT 4:00 P.M.

BOARD PRESENT:

Vice-Chairman
Secretary / Treasurer

Mr. Mikel Oglesby
Mr. John Naglick
Mr. Luke Polcyn

BOARD MEMBER(S) ABSENT:

Hon. Mary Sheffield
Ms. Hilarie Chambers

DETROIT TRANSPORTATION CORPORATION:

Mr. Robert Cramer, General Mgr.
Mr. Ernest Latham, Deputy Gen. Mgr.
Ms. Ericka Alexander
Mr. Michael Anderson
Cf. Ricky Brown
Ms. Ophelia Crawford
Ms. Karen Foster
Mr. Herbert Harris
Dep. Chief William Hart
Mr. Curt Knudsen
Ms. LaTrinda Perry
Mr. Mark Pitchford
Ms. Leeya Sutter
Ms. Gwen Wallace
Mr. Mike Walter

OTHER ATTENDEES:

Ms. Jill Kizyma (Gallagher)
Ms. Katie Carlson (Gallagher)
Ms. Betsy Reich (Gallagher)

Meeting Called to Order/Opening Remarks

Secretary/Treasurer John Naglick called the meeting of the Detroit Transportation Corporation Board of Directors to order at approximately 4:03 p.m.

A quorum was present with the following members in attendance: Vice-Chairman Mikel Oglesby, Secretary/Treasurer, Mr. John Naglick, and Mr. Luke Polcyn.

1. Approval of the Agenda

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. Mikel Oglesby, to adopt the agenda.

VOTE: All in attendance voted to approve the agenda.

2. Approval of Minutes – January 26, 2023

MOTION: Moved by Mr. Mikel Oglesby, and supported by Mr. Luke Polcyn, to adopt the Minutes from the Board of Directors meeting held on January 26, 2023.

VOTE: All in attendance voted in the affirmative.

Action Items

3. Resolution Authorization to enter into an agreement to provide Physical and Specimen Collections

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. Mikel Oglesby that the General Manager shall be and is hereby authorized, empowered and directed by the DTC Board of Directors on behalf of the Corporation to enter into a three (3) year agreement with Concentra for a not-to-exceed amount of Thirty and 00/100 (\$30,000.00) for the term and/or Ten Thousand and 00/100 Dollars (\$10,000.00) a year.

Discussion: Mr. Cramer stated this is a contract for non-injury physicals, specimen collection services, and drug and alcohol testing for our employment processing. He stated that we sought quotes for pre-employment, return to work, fitness for duty, and specimen collection. He stated that based on the responses, Concentra is the best, most responsive, and, most responsible vendor. Our budget is for Ten Thousand Dollars and 0/100 (\$10,000) a year, and it's based on the pricing they provided in their quotes.

Mr. John Naglick asked Mr. Mikel Oglesby about his concerns. Mr. Oglesby stated that he had concerns, and asked Mr. Micheal Anderson if the decision was not only based on price, but performance. Mr. Anderson answered in the affirmative.

VOTE: All in attendance voted in the affirmative.

4. Resolution Authorization to enter into an agreement for Closed Caption Television (CCTV) Network

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. Mikel Oglesby that the General Manager shall be and is hereby authorized, empowered, and directed by the DTC Board of Directors on behalf of the Corporation to enter into a service agreement, as attached hereto, to provide for the CCTV network services in the amount not to exceed Two Hundred Forty-Nine Thousand Four Hundred Seventy-Six and 92/100 Dollars (\$249,476.92), for a contract period of three years.

Discussion: Mr. Robert Cramer stated an item to replace and modernize the equipment was previously approved, but there has to be a contract in place for preventative maintenance, and repairs to make sure the equipment for the CCTV and SCADA systems functions as intended. Mr. Cramer stated that Johnson Controls, Inc. is the provider and is needed to provide the maintenance.

VOTE: All in attendance voted in the affirmative.

5. Resolution Authorization to enter into an agreement to provide Painting Service

MOTION: Moved by Mr. Mikel Oglesby and supported by Mr. Luke Polcyn that the General Manager shall be and is hereby authorized, empowered, and directed by the DTC Board of Directors on behalf of the Corporation to award a contract to Northstar Painting for a not-to-exceed amount of Two Hundred Thousand and 00/100 Dollars (\$200,000.00) or Forty Thousand and 00/100 Dollars (\$40,000.00) a year for three (3) years with two (2) automatic optional years.

Discussion: Mr. Robert Cramer stated that this is for general painting services such as the painting of safety edges, wall surfaces, railings, office walls, and other areas in the facilities. The contract is for on-call services as needed. He stated that we did a Request for Quotes and Northstar had the lowest hourly rate from the responses. He stated that we budgeted Forty Thousand Dollars and 0/100 (\$40,00) a year based on their rates and how much work we need. He stated that there are two (2) options, a three (3) year contract with a two (2) year optional automatic renewal agreement. He stated that the total for the project is Two Hundred Thousand Dollars (\$200,000) based upon a 5-year agreement.

Mr. John Naglick asked if they will be paid based on the hourly rate and will there be someone from DTC to monitor them. Mr. Cramer answered in the affirmative. He stated that there will be timesheets submitted with the invoices and that it will be an interactive process with the maintenance and facility managers.

Mr. Mikel Oglesby asked what last year's average amount for painting was. Mr. Robert Cramer stated that there was no amount for last year. Mr. Oglesby asked if there is an average from the past. Mr. Latham stated that this is the first time we are undertaking painting in years. Mr. Oglesby expressed his concern about the amount being enough to complete the projects as well as if the amount will roll over if the project amount is less. Mr. Cramer stated that we will come back to the Board in approximately six months if needed for additional funding.

VOTE: All in attendance voted in the affirmative.

6. Resolution Authorization to enter into an agreement to provide Electrical Service

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. Mikel Oglesby that the General Manager shall be and is hereby authorized, empowered, and directed by the DTC Board of Directors on behalf of the Corporation to award a contract to Decima LLC for a not-to-exceed amount of Two Hundred Thousand and 00/100 Dollars (\$200,000.00) or Forty Thousand and 00/100 Dollars (\$40,000.00) a year for three (3) years with two (2) automatic optional years.

Discussion: Mr. Cramer stated that this is for electrical service for the stations. He stated that we did an RFQ and that Decima sent in the best hourly rate and qualifications.

VOTE: All in attendance voted in the affirmative.

7. Resolution Authorization to enter into an agreement to provide Rail Replacement

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. Mikel Oglesby that the General Manager shall be and is hereby authorized, empowered, and directed by the DTC Board of Directors on behalf of the Corporation to enter into a two (2) year agreement with Delta Railroad Construction for a not-to-exceed amount of Four Million Nine Hundred and Eighty-Five Thousand Seven Hundred Eight and 00/100 dollars (\$4,985,708.00) for the term.

Discussion: Mr. Robert Cramer stated that we have gone through a few attempts at getting good responses for the project. He stated that there are challenges with supply chains, and timing due to us being a single-track, one-direction type of system. He stated that we are taking measurements from the track, including the installation year, and the maximum and average inches of the different measurements which create a priority system for the work that's going to be performed.

The project will be divided into two phases. The first year will be approximately 40 days of work and will include replacing curves 1,2,3,4,5,11 and 12. He stated that there will also be some tangent tracks, straight pieces of track that connect the curves, which will be replaced. The second year will include replacing curves 14, 18, 27, 28, 33, 34, 35, and 36 as well as the automatic switch replacement and the Linear Induction Motor (LIM), rail stud replacement, which goes around the outside. Mr. Cramer stated that after the two years between the presented curves and the ones that were previously replaced, all curves would have been replaced at least once.

Mr. Cramer stated the challenge to DTC during the project will be how to use the opportunity of a full or partial shutdown that coincides with the rail work and how we can get as much maintenance and improvement work done to maximize the downtime.

Mr. Cramer stated that we received two respondents to the RFP process. He stated that we went through the evaluation process, and looked at pricing and other scoring factors. Delta Railroad is the recommended vendor for the project. He stated that the project will be funded through grant funding at the cost of \$4.985M.

Mr. Mikel Oglesby asked where Delta is based. Mr. Ernest Latham answered Cleveland, Ohio. He stated that they have previously performed work for DTC, performing two rail replacements.

Mr. Oglesby suggested that we have a plan written and ready for the shutdown. Mr. Cramer stated that he and Mr. Latham had discussed possibly rearranging a few of the curves for the first phase, a portion of the system may be able to remain open. He stated that curves during the second phase are spread further apart.

Mr. Oglesby stated that community engagement is important and to let the people know well ahead of time.

VOTE: All in attendance voted in the affirmative.

8. Resolution Authorization to enter into an agreement with Loram Maintenance of Way, Inc. for Rail Grinding Services

MOTION: Moved by Mr. Mikel Oglesby and supported by Mr. Luke Polcyn that the General Manager shall be and is hereby authorized, empowered, and directed by the DTC Board of Directors on behalf of the Corporation to enter into an agreement, as attached hereto, to provide for the rail grind services by Loram Maintenance of Way, Inc. for Rail Grinding Services for a cost not to exceed Two Hundred Eighty Thousand Five Hundred Seventy-Five and 90/100 Dollars (\$280,575.90), which includes a 10% contingency.

Discussion: Mr. Cramer stated Loram had performed two rail grinding services in the past and that there was one more option left that was previously authorized by the Board. He stated that

we are finalizing the schedule and are looking at either this summer or right after the rail replacement.

Mr. John Naglick inquired about the recent system shutdown. He asked if it was related to the rail replacement and rail grinding projects. Mr. Robert Cramer stated that he will address the issue during his General Manager's report.

VOTE: All in attendance voted in the affirmative.

9. Resolution Authorization to enter into an agreement to purchase Rail Lifting Jacks

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. Mikel Oglesby that the General Manager shall be and is hereby authorized, empowered, and directed by the Chairman of the Board of Directors on behalf of the Corporation to enter into an agreement with Allied Incorporated to purchase Rail Lifting Jacks for a not-to-exceed amount of Seventy-One Thousand Four Hundred and Fifty-Six 00/100 Dollars (\$71,456.00).

Discussion: Mr. Cramer stated that we have old jacks that have become inoperable and that there are safety concerns. Mr. Cramer stated that the first set we received had been successful. He stated that they are wireless and much easier to work with. Mr. Cramer is requesting a second set that will allow us to move the trains on both bays.

VOTE: All in attendance voted in the affirmative.

10. Resolution Authorization to enter into an agreement to provide Power Distribution Inspection Services

MOTION: Moved by Mr. Mikel Oglesby and supported by Mr. Luke Polcyn that the General Manager shall be and is hereby authorized, empowered, and directed by the DTC Board of Directors on behalf of the Corporation to award a contract with RESA Power for Power Distribution System services totaling in the amount not to exceed Three Hundred Thirty Thousand One Hundred and Thirty-Three dollars 00/100 (\$330,133.00) USD for the recertification of both substations.

Discussion: Mr. Robert Cramer stated that this is specific work related to the inspection and certification of the power distribution system. Mr. Cramer stated that the main substation is located at the Maintenance Control Facility and the smaller eastside substation is located near Greektown. He stated that the inspection is to ensure that the power supply system for the trains is compliant.

Mr. Cramer stated that RESA Power is the recommended vendor based on price.

Mr. Mikel Oglesby asked if this is required. Mr. Ernest Latham answered in the affirmative.

VOTE: All in attendance voted in the affirmative of the modified resolution.

11. Resolution Authorization to enter into an agreement to provide Information Technology Management Service

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. Mikel Oglesby that the General Manager shall be and is hereby authorized, empowered, and directed by the DTC Board of

Directors on behalf of the Corporation to extend the current contract for an amount of \$6,500.00/month not to exceed Nineteen Thousand Five Hundred 00/100 (\$19,500.00).

Discussion: Mr. Robert Cramer stated that this is for a three-month extension with our current IT provider, Enertron. He stated that we are in the final stages of the procurement process. He stated that we have received bids, gone through the evaluations, and once the recommendation is received it will be brought to the Board for approval. He stated that there is a two-month transition period and that the extension will get us through if a different vendor is chosen.

Mr. John Naglick asked if it covers the maintenance of our email service. Mr. Cramer answered in the affirmative. Mr. Naglick asked if there had been discussions regarding the security of the email service. Mr. Michael Andersson stated that he has had numerous discussions regarding increased company-wide security, especially for Human Resources, and Accounting. Mr. Cramer stated that with the next contract, we will move forward with the switch to Microsoft 365 which puts on Exchange servers.

Mr. Naglick expressed concern about the email servers being infiltrated and posing as employees. He suggested that we instruct the banks to perform a manual call back to verify if the email is from the employee.

VOTE: All in attendance voted in the affirmative

12. Resolution Authorization to Renew and Increase Excess Liability Insurance Coverage

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. Mikel Oglesby that the General Manager shall be and is hereby authorized, empowered, and directed by the Chairman of the Board of Directors on behalf of the Corporation to purchase the additional proposals of \$10 million of excess liability insurance with the extended term premium (through October 1, 2024) from Arthur J. Gallagher Risk Management Services for 18 months being purchased is Three Hundred Thousand Four Hundred Seventy-Nine and 0/100 Dollars (\$300,479.00).

Discussion: The Excess Liability Insurance Coverage report was presented by Ms. Jill Kizmya.

Mr. John Naglick asked who the contracts are with that require security. Ms. Kizmya stated that the contracts are with Bedrock and Renaissance. Mr. Cramer stated that it's the property where our stations are connected to their properties.

Mr. Cramer stated that the item presented is to decide if we want to take advantage of the extra \$10,000,000.00 in excess liability which will bring our level up to \$25,000,000.00 for the cost of Three Hundred Thousand Four Hundred Seventy-Nine and 0/100 Dollars (\$300,479.00).

VOTE: All in attendance voted in the affirmative.

13. Resolution Authorization for Station Elevator and Escalator Support during the Grand Prix Activities

MOTION: Moved by Mr. Mikel Oglesby and supported by Mr. Luke Polcyn that the General Manager shall be and is hereby authorized, empowered, and directed by the Chairman of the Board of Directors on behalf of the Corporation to enter into an agreement with ThyssenKrupp Elevator (TKE), an amount not to Thirty-Three Thousand Five Hundred Forty dollars (\$33,540.00).

Discussion: Mr. Cramer stated that within the Grand Prix, we are anticipating a lot of people, employees, workers, and visitors that will be accessing the Renaissance Center. He stated that there is a single escalator that has not been restarted since the pandemic and believes that it is an important component of having a successful event. Mr. Cramer stated that we also want to maintain accessibility to all of our stations with the elevators during the event.

Mr. Cramer stated that we have engaged ThyssenKrupp Elevator (TKE) to give us a proposal for onsite support and have received feedback from the City that if we wanted to run the escalator we would have to have a crew that will be onsite as long as the system is on. He stated that they will start it up and after the event, they will start longer-term service to bring it into compliance. Mr. Cramer stated that TKE will operate and certify the escalator, and will be available for any elevator and escalator issues along the system during that time.

Mr. John Naglick asked if the higher rate includes parts. Mr. Cramer stated that parts are not included.

Mr. Mikel Oglesby stated he believes that the higher price is due to it being short-term. He also stated that there are challenges from the ADA standpoint that we need to make sure we are covered during this time.

VOTE: All in attendance voted in the affirmative.

14. Resolution Authorization to enter into an agreement to provide Employee Engagement Surveys

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. Mikel Oglesby that the General Manager shall be and is hereby authorized, empowered, and directed by the DTC Board of Directors on behalf of the Corporation to enter into a two (2) year agreement with Rehmann for a not-to-exceed amount of Forty-Four Thousand Six Hundred Seventy Dollars and 00/100 (\$44,670.00) for the term and/or Twenty-Two Thousand Three Hundred Thirty-Five Dollars and 00/100 (\$22,335.00) a year.

Discussion: Mr. Robert Cramer stated that this is a tool for management to gather measurable and benchmarkable feedback from employees over time. It will let us know how benefit services, support, and management teams are doing as well as allow us to find out what is and is not effective.

Mr. Cramer stated that it was put out as an RFP and received numerous responses and based on the evaluation committee, REMA is the recommended vendor.

VOTE: All in attendance voted in the affirmative.

15. Resolution Authorization to enter into an agreement to provide Compensation Study Analysis

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. Mikel Oglesby that the General Manager shall be and is hereby authorized, empowered, and directed by the DTC Board of Directors on behalf of the Corporation to enter into a one (1) year agreement with EDSI for a not-to-exceed amount of Forty-Three Thousand Seven Hundred and Fifty 00/100 dollars (\$43,750.00)

Discussion: Mr. Robert Cramer stated this is a project to make sure the job descriptions, titles, and understanding match what the staff is doing as a part of their jobs. He stated that once it's clarified, it will be taken to the marketplace to see what their type of work is getting on the market. He stated that there is a public rate, private rate, and blended rate and this will give a clear picture and see if changes need to be made to make sure that all of the positions compensation levels are equitable.

Mr. Cramer stated that at the end of the project, we will have a review of every non-represented position and there will be a new format, a newly, refreshed job description, and new templates.

Mr. John Naglick inquired why RESA wasn't chosen to perform the study as well. Ms. Leeya Sutter stated that she didn't want to compromise the engagement study, she wanted to keep them separate.

VOTE: All in attendance voted in the affirmative.

16. Resolution Authorization to Relocate DTC Administrative Offices

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. Mikel Oglesby that the General Manager shall be and is hereby authorized, empowered, and directed by the DTC Board of Directors on behalf of the Corporation to execute the relocation of the administrative offices to new space with a five-year lease at the Guardian Building, with a total five-year cost for lease, infill furniture and moving expenses not to exceed One Million Three Hundred Ninety-Two Thousand One Hundred Fifty-Four and 0/100 Dollars(\$1,392,154.00).

Discussion: Mr. Robert Cramer stated that we are asking the Board to authorize the relocation of our administrative offices to the Guardian Building. The present lease with the Buhl is past its original term and is currently on a month-to-month basis. The space is inefficient, and there is old furniture and worn finishes. He stated that DTC has started the moving process prior to his arrival with Mr. Steve Morris as the advisor from Axis, who has been helping to navigate the process. Mr. Cramer stated that there was outreach to the Buhl Building, but they did not return any competitive responses, therefore, we continued our search externally.

Mr. Cramer stated that there we had looked at three properties downtown and received proposals; The Guardian Building, Fort/Washington Plaza, and Renaissance Center. He stated the following criteria for the new office space.

- Size and layout of office space conducive to DTC organizational structure, staffing, and collaboration needs, including space for visiting staff, contractors, or added positions at DTC, and also could accommodate a limited number of partner agency staff
- New or newer, working condition office furniture and equipment
- Includes a space equivalent of at least 2/3 of our current document storage room (library)
- Ease of access for customers visiting the office to purchase tokens and passes for meetings
- Location within or close to the People Mover 'loop' footprint
- Competitive pricing with a reduction in overall lease costs from current rates
- Favorable terms for DTC, including tenant improvement allowance

The proposal includes a tenant improvement allowance of approximately One Hundred Seventy-Five Thousand and 0/100 Dollars (\$175,000.00), high-quality office furniture in many of the offices in the space which will be used and we will fill the other spaces with furniture as needed. The Guardian Building also had the best rental rate. Mr. Cramer stated that the total estimated amount

for rent, electricity and operating cost sharing is One Million Two Hundred Seventy-Seven One Hundred Fifty-Four and 0/100 Dollars (\$1,277,154.00). Mr. Cramer also stated that we are also including not to exceed Eighty-Five Thousand and 0/100 Dollars (\$85,000) for infilling furniture, which consists of chairs, desks, and moving costs not to exceed Thirty Thousand and 0/100 Dollars (\$30,000).

Mr. John Naglick asked what the current rate is at the Buhl Building. Mr. Cramer stated that the current rate is approximately \$34,000/month. Mr. Cramer stated that the first-year monthly average, after the abatement, at the Guardian will be less than \$17,000/month.

Mr. Luke Polcyn asked if there is an option to renew after the 5-year term. Mr. Cramer stated that there is an ability for one extra 5-year term.

Mr. John Naglick asked Mr. Polcyn if the Guardian is owned by Wayne County. Mr. Polcyn answered in the affirmative.

Mr. Naglick inquired about the parking arrangements. Mr. Cramer stated that there is a garage that has available parking, but it is not included with the Guardian. Mr. Cramer explained that DTC has available parking at the Maintenance Control Facility. He stated that their garage is the First Street Garage.

VOTE: All in attendance voted in the affirmative.

17. Resolution Authorization to Increase Non-Represented Transit Police Employees Employees Wage Rate

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. Mikel Oglesby that the General Manager shall be and is hereby authorized, empowered, and directed by the DTC Board of Directors on behalf of the Corporation to increase non-represented staff wage rates for transit police department employees.

Discussion: Mr. Robert Cramer stated that at the end of the year, the Transit Police Officers' and Sergeant's contracts were passed and they received a significant increase. He stated that the remainder of the Transit Police staff are non-represented employees, but because of the scale of the increases, there's not a lot of separation between the Sergeants and Lieutenants. He stated that we want to be sure we can retain and appropriately compensate our police management, which included two (2) Lieutenants, Deputy Chief, and Chief. He stated that while they will be included in the compensation study, the ranges are very close, the top Sergeant's pay in comparison to the lowest Lieutenant's pay is 4% and previously it was approximately 40%. Mr. Cramer stated that a 15% increase over the current rates is being requested, with the idea that the compensation study will determine if other adjustments are necessary.

Mr. Cramer stated that he and Ms. Leeya Sutter, Human Resources Manager, has looked at some comparison analysis, but the results were inconclusive due to the different ranks and titles across several police departments.

Mr. Mikel Oglesby asked what the dollar amount would be. Mr. Cramer stated it would cost approximately \$50,000 for the four (4) positions. Mr. Oglesby asked if the compensation study shows that there is a line and some of those that received the 15% are above the line while others are below, do we raise the ones that are below and what is down with those already above? He asked if they are grandfathered. Mr. Cramer answered that when the study is completed, a

package of recommendations will be brought to the Board. He stated that we will work with EDSI's analysis and they can provide the background. Mr. Cramer stated that at SMART no one's salary went down, unless it was extreme, if it was within 5% - 10% no one would be penalized.

VOTE: All in attendance voted in the affirmative.

16. General Manager's Report:

Mr. Robert Cramer reported on the following:

Service Updates

- Opening Day issue and response

Mr. Cramer stated that there was debris on the track that became tangled as the train was going around causing damage to the power. He stated that we had received different inquiries and stories from the outside about why we would pick that day to do maintenance, but we were fully mobilized and excited about being a part of Opening Day. He stated the response from DTC was phenomenal. He stated that we had crews that walked both sections of the track looking for damage. We assessed the damage and had all of the parts to make the repairs in Stores. We were able to get the trains off of the guideway without further damage. We made the repairs and had the system tested. He stated that this happened between 7:00 a.m. to approximately 5:00 p.m. and that we were able to have the power rail back up and running. He stated that it was not an issue as far as missed preventative maintenance, but due to debris on the track.

Mr. Cramer stated that the grinding will help as a preventative maintenance measure, not only with the sound and comfort of the ride but with vibration, which is not good for the equipment. He stated that the grinding will smooth out the ride and reduces unnecessary wear on the rails.

- 3 Full Trains available – 2 trains in service with 3 at peak for events

Mr. Cramer stated that when the system started back up, we were running one coupled train, then worked up to having two coupled trains. He stated that once we got the vehicle lifts in place we started picking back up and have three coupled trains that can run at the same time. To allow the repairs and preventative maintenance to continue, our regular service will be two trains, with the third train available if something happens to one of the two trains. As we get into heavier events such as the Grand Prix, Movement, Taylor Swift weekend, and fireworks, we will have three trains which will bring our frequency under five minutes and increase our capacity by 50%.

- Station cleaning daily and deep cleaning every 2 weeks

Miles Powerwashing is our vendor and has been deep cleaning each station every two weeks. He stated that we have been able to add staff to our Utility Technician position. He stated that they collect garbage and perform daily cleaning in the stations.

DTC Initiatives

- Engagement Survey
- Compensation Study
- Rail Replacement
- Service Contracts
- FY 2024 Budget

People Mover Service, Marketing and Comms

- Grand Prix wrapping two available trains
- QR Code/Survey site up for feedback
Mr. Cramer stated that posters have been placed in all of the stations, riders can scan the QR code and answer a few questions about how the rider went, where they went to and from, and give feedback.
- New Marketing/Advertising Manager
Mr. Cramer introduced Ms. Madonna Van Fossen as the new Marketing/Advertising Manager. He stated that Ms. Ericka Alexander will be primarily focused on communications, internally and externally, public relations, ADA, and Title VI, while Ms. Van Fossen will be focusing on external marketing, advertising, partnerships, and helping educate and inform people on how to use the People Mover and connect to things in the neighborhood.
- Interviewing for Comms/Marketing Intern
- Focus on partnerships, awareness, and education
- Considering summer hours/schedule
Mr. Cramer stated that we are discussing if we want to make changes to our regular schedule for summer hours. He stated that we added Sunday service in February and we are evaluating the cost benefits, and challenges of potentially expanding hours to get close to our pre-pandemic hours.

Mr. Luke Polcyn asked if a part of marketing is inclusive to the refreshing of the maps and wayfinding materials in the stations. Mr. Cramer answered in the affirmative. He explained that there was a meeting with the Detroit Downtown Partnership (DDP) and that they have approximately nine (9) interactive advertising kiosks and will be adding fifteen (15) along with a wayfinding project. He stated that we are going to connect their map to ours.

17. Closed Session

MOTION: It was motioned by Mr. John Naglick and supported by Mr. Mikel Oglesby that the Board of Directors enters into a Closed Session to discuss and consult with outside counsel to discuss the pending EEOC agency action known as Alice D. Shelton versus Detroit Transportation Corporation because the discussion during Open Session will have a detrimental financial effect on the pending action.

VOTE: All in attendance voted in the affirmative.

Roll call of the Board Members was taken by Mr. John Naglick

The Board of Directors entered into the Closed Session at approximately 5:16 p.m.

The Closed Session ended at approximately 5:28 p.m.

The Board of Directors returned from the Closed session and was recalled back into the Open Session at approximately 5:29 p.m.

It was motioned by Mr. Luke Polcyn supported by Mr. Mikel Oglesby to take the actions as were recommended by outside counsel related to the EEOC agency action known as Alice D. Shelton versus Detroit Transportation Corporation.

17. Public Participation

There was no Public Participation

18. Adjournment

MOTION TO ADJOURN:

MOTION: Moved Mr. Luke Polcyn and supported by Mr. Mikel Oglesby, to adjourn the meeting at approximately 5:30 p.m.

VOTE: All in attendance voted in the affirmative.

DocuSigned by:

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John Naglick, Corporation Secretary