

METRO RTA

# Board Of Trustees

**PRESIDENT: MR. MARK DERRIG**  
**VICE PRESIDENT: MS. DANA LAGARDE**



**JULY 29, 2025**  
**9:00AM**

**METRO RTA  
MONTHLY BOARD MEETING AGENDA  
ROBERT K. PFAFF TRANSIT CENTER BOARD ROOM  
TUESDAY, JULY 29, 2025  
9:00AM**

**ITEM 1: CALL TO ORDER**

**ITEM 2: AUDIENCE PARTICIPATION**

The METRO RTA Board meets monthly, on the last Tuesday of the month, as stated within Resolution 2016-28, unless otherwise noted. Any individual or representative of a group may take three (3) minutes to address the Board on any given topic on the Board agenda. Individuals are required to appear in person and sign in at least five (5) minutes before the Board meeting begins.

**ITEM 3: RECOGNITION**

- Jeff Haddad: Maintenance Foreman – Eric Scott
- Jarrod Hampshire: Leadership Akron – Dawn Distler

**ITEM 4: BOARD MINUTES**

\*Approval of Board Meeting Minutes from the June meeting (Pages 4-8).

**ITEM 5: COMMITTEE REPORTS & RESOLUTIONS**

**Customer Experience & Service Performance Committee**

(Maintenance / Operations / Mobility Solutions)

Chair: John Valle

Vice Chair: Christine Marshall

\*Resolution 2025-19: A resolution authorizing a one-year extension of the maintenance and support agreement for the demand response scheduling software through Ecolane USA. (Page 9)

\*Resolution 2025-20: A resolution authorizing the Chief Executive Officer/Secretary-Treasurer a contract with Environments For Business, (Copley, OH) to purchase furniture associated with the Maintenance and Operations Facility, currently under construction. (Page 10)

**Internal & External Engagement Committee**

(Employee Engagement Center / Customer Care / PR & Marketing)

Chair: Chuck Rector

Vice Chair: Dana LaGarde

**Culture & Planning Committee**

(Planning & Community Impact)

Chair: Robert DeJournett

Vice Chair: Dave Prentice

\*Resolution 2025-13: A resolution recognizing the Title VI Service Monitoring Requirement and Major Service Change Policy and resolving to fulfill its provisions as required by the Federal Transit Administration. (Page 11)

\*Resolution 2025-14: A resolution recognizing the METRO RTA Service and Fare Equity Analysis Policy and authorizing submittal to the Federal Transit Administration (FTA). (Page 12)

\*Resolution 2025-15: A resolution recognizing the METRO RTA Public Engagement Policy and authorizing submittal to the Federal Transit Administration (FTA). (Page 13)

\*Resolution 2025-16: A resolution recognizing the METRO RTA Public Engagement Policy and authorizing submittal to the Federal Transit Administration (FTA). (Page 14)

\*Resolution 2025-17: A resolution approving the Service Equity Analysis for major service changes resulting from increased service frequency on Route 29, from 60-minute to 30-minute headways, and on Route 8, from 30-minute to 15-minute headways. (Page 15)

\*Resolution 2025-18: A resolution authorizing a contract with Akron Barberton Cluster Railway to furnish and replace 500 track spikes and ties, install ballast and surface four miles of rail on the Sandyville Line (MP 38.4 Hazel Street and MP 34.7 Exeter Road). (Page 16)

**Finance & Technology Committee**

(Finance & Technology)

Chair: Robert Konstand

Vice Chair: Nicole Squire

**Development & Protection**

(Safety & Training)

Chair: Renee Greene

Vice Chair: Dana LaGarde

**ITEM 6: OTHER BUSINESS**

**ITEM 7: OFFICER'S REPORTS**

- Board President
- Chief Executive Officer

**ITEM 8: CALL FOR ADJOURNMENT**

\*Denotes items requiring Board approval

*Next Scheduled Meeting – August 26, 2025*

**METRO RTA  
ANNUAL & MONTHLY BOARD MEETING MINUTES  
ROBERT K. PFAFF TRANSIT CENTER BOARD ROOM  
TUESDAY, JUNE 24, 2025; 9:00 AM**

**Trustees Present:** Mark Derrig, Robert DeJournett, John Valle, Chuck Rector, Nicole Squire, Bob Konstand, Gary Spring, Christine Marshall and Dave Prentice

**Trustees Excused:** Donald Christian and Renee Greene

**Trustees Absent:** Dana LaGarde

**Roetzel & Address:** Lauren Zidones

**METRO Team**

**Members Present:** Dawn Distler, Angie Neeley, Tatia Harris, Gert Wilms, Jay Hunter, Shawn Metcalf, Nathan Leppo, Quentin Wyatt, DeHavilland McCall, Jamie Saylor, Molly Becker, Jessie Dent, Alja Austin, Grace Doyle, Laura Adkins, Dietra Goggins, Sam Walker, Melissa Barna, Brynn Overly-Nguyen and Leslie Rashid

**CALL TO ORDER**

Mr. Mark Derrig called the meeting to order at 9:01 am.

Ms. Dawn Distler led the Board in a moment of silence in remembrance of the passing of IT Help Desk Support Technician, Jason Carl and former Board Member, Sandra Foster.

**AUDIENCE PARTICIPATION:**

Ms. Pamela Pinkney-Butts

**RECOGNITION:**

Sam Walker – 25 Years of Service  
METRO RTA – Excellent Support/Service from Akron Blind Center  
Dietra Goggins – Diversity on Board, Leadership Akron  
Tatia Harris – LeadDIVERSITY, Northeast Ohio

**BOARD MINUTES:**

Mr. Robert DeJournett made a motion to approve the minutes of the May 27<sup>th</sup> meeting.  
Mr. Gary Spring 2<sup>nd</sup> the motion. The minutes were unanimously approved.

## **COMMITTEE REPORTS & RESOLUTIONS**

### **CUSTOMER EXPERIENCE & SERVICE PERFORMANCE COMMITTEE REPORT**

Chair: John Valle

The Committee met on June 19<sup>th</sup> and KPIs were reviewed. There were no resolutions recommended by the committee.

### **INTERNAL & EXTERNAL ENGAGEMENT COMMITTEE REPORT**

Chair: Chuck Rector

The Committee met on June 19<sup>th</sup> and KPIs were reviewed. There were no resolutions.

### **CULTURE & PLANNING COMMITTEE REPORT**

Chair: Robert DeJournett

The Committee met on June 19<sup>th</sup> and KPIs were reviewed. There were no resolutions.

### **FINANCE & TECHNOLOGY COMMITTEE REPORT**

Chair: Bob Konstand

The Committee met on June 19<sup>th</sup>; the dashboard was reviewed. There were no resolutions.

### **PROTECTION & DEVELOPMENT COMMITTEE REPORT**

Mr. Robert DeJournett presented on behalf of Chair: Renee Greene

The Committee met on June 19<sup>th</sup> and KPIs were reviewed. There were no resolutions.

### **RESOLUTION 2025-12:**

A resolution authorizing a contract between the Downtown Akron Partnership (DAP) and METRO for the cleaning, provision of safety patrols, and other services along Main Street and Robert K. Pfaff (RKP) Transit Center.

The resolution was discussed.

Ms. Kimberly Beckett thanked METRO for their continued support and partnership.

Mr. Robert DeJournett made a motion to approve the resolution. Mr. John Valle 2<sup>nd</sup> the motion. All present voted “aye”. The resolution was approved.

## **OTHER BUSINESS**

### **OFFICERS' REPORTS**

#### **Board President:**

There was no report at this time.

#### **Chief Executive Officer:**

Ms. Dawn Distler expressed appreciation for continued partnerships for the presence and contributions of Ms. Beckett and her team.

Ms. Distler welcomed Mr. Dave Prentice back, who had been recovering. She thanked those who attended the recent company picnic and participated in facility tours.

Ms. Distler noted the ongoing efforts of staff in maintaining operations and expressed gratitude for their hard work.

Additionally, she shared that she has been invited to join a delegation representing Akron, a finalist for the All-American City Award, with the final presentation taking place in Denver this weekend.

### **EXECUTIVE SESSION**

Pursuant to Ohio Revised Code Section 121.22 (G)(4) To review negotiations of a bargaining agreement.

Mr. Robert DeJournett made a motion to enter the Executive Session. Mr. Mark Derrig 2<sup>nd</sup> the motion.

A roll call was conducted to enter Executive Session.

Mr. John Valle made a motion to come out of the Executive Session. Mr. Robert DeJournett 2<sup>nd</sup> the motion.

A roll call was conducted to exit Executive Session.

### **ADJOURNMENT**

Mr. Robert DeJournett made a motion to adjourn the meeting at 10:16 am.

The next scheduled Board Meeting is July 29<sup>th</sup>.

## CERTIFICATE OF COMPLIANCE

Pursuant to Section III, Article 3.2 of the Rules & Regulations of the METRO Regional Transit Authority, METRO has complied with the Notice and Notification to the public and news media.

**DATE APPROVED:** July 29<sup>th</sup>, 2025

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**MARK DERRIG,  
PRESIDENT**

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**DAWN S. DISTLER,  
CHIEF EXECUTIVE OFFICER/  
SECRETARY-TREASURER**

**COMMITTEE ASSIGNMENT:  
CUSTOMER EXPERIENCE AND SERVICE PERFORMANCE**

**RESOLUTION 2025-19**

A resolution authorizing a one-year extension of the maintenance and support agreement for the demand response scheduling software through Ecolane USA.

**WHEREAS**, METRO has a contract for maintenance and support services with Ecolane that currently requires renewal on an annual basis; and

**WHEREAS**, METRO would like to purchase an additional one (1) year agreement for software maintenance and support:

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Trustees of METRO Regional Transit Authority that:

1. The purchase of support and maintenance services from Ecolane USA in the amount of \$134,143 for one year, maintaining the 2023 contract pricing
2. The Chief Executive Officer/Secretary-Treasurer is authorized to execute said purchase.
3. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

**DATE ADOPTED:** July 29<sup>th</sup>, 2025

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**MARK DERRIG,  
PRESIDENT**

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**DAWN DISTLER,  
CHIEF EXECUTIVE OFFICER/  
SECRETARY-TREASURER**

**COMMITTEE ASSIGNMENT:  
CUSTOMER EXPERIENCE AND SERVICE PERFORMANCE**

**RESOLUTION 2025-20**

A resolution authorizing the Chief Executive Officer/Secretary-Treasurer a contract with Environments For Business, (Copley, OH) to purchase furniture associated with the Maintenance and Operations Facility, currently under construction.

**WHEREAS**, METRO has been awarded grant funding through the Ohio Transit Preservation Program (OTP2) through the Ohio Department of Transportation towards the purchase of furniture for the Maintenance and Operations Facility; and

**WHEREAS**, Grant funding in the amount of \$533,097 was awarded towards the total purchase of \$839,716; and

**WHEREAS**, Environments for Business maintains a statewide purchasing agreement through the Ohio Department of Transportation:

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Trustees of METRO Regional Transit Authority that:

1. A Contract will be awarded to Environments for Business totaling \$839,716.
2. The Chief Executive Officer/Secretary-Treasurer is authorized to execute said contract.
3. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

**DATE ADOPTED: July 29<sup>th</sup>, 2025**

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**MARK DERRIG,  
PRESIDENT**

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**DAWN DISTLER,  
CHIEF EXECUTIVE OFFICER/  
SECRETARY-TREASURER**

**COMMITTEE ASSIGNMENT:  
CULTURE AND PLANNING**

**RESOLUTION 2025-13**

A resolution recognizing the Title VI Service Monitoring Requirement and Major Service Change Policy and resolving to fulfill its provisions as required by the Federal Transit Administration.

**WHEREAS**, the Title VI Report is a triennial report to the Federal Transit Administration (FTA) of compliance with Title VI of the Civil Rights Act of 1964, as required by FTA Circular 4702.1B, dated October 1, 2012; and

**WHEREAS**, METRO RTA has system-wide service standards and policies; and

**WHEREAS**, the Title VI report requires a copy of Board meeting minutes or a resolution demonstrating the Board's awareness and approval of the major service change policy and disparate impact policy; and

**WHEREAS**, the service change policy requires that change affecting one quarter of route miles or revenues must be brought before the public; and

**WHEREAS**, public meetings must include attempts to reach minority and low-income populations; and

**WHEREAS**, service changes must consider impacts to minority and low-income populations; and

**WHEREAS**, disparate impacts of service changes affecting minority and low-income riders must be mitigated;

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of the METRO Regional Transit Authority that,

1. The Board has considered and recognized the METRO RTA system wide service standards.
2. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

**DATE ADOPTED:** July 29, 2025

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**MARK DERRIG,  
PRESIDENT**

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**DAWN DISTLER,  
CHIEF EXECUTIVE OFFICER/  
SECRETARY-TREASURER**

**COMMITTEE ASSIGNMENT:  
CULTURE AND PLANNING**

**RESOLUTION 2025-14**

A resolution recognizing the METRO RTA Service and Fare Equity Analysis Policy and authorizing submittal to the Federal Transit Administration (FTA).

**WHEREAS**, the Title VI Report is a triennial report to the Federal Transit Administration (FTA) of compliance with Title VI of the Civil Rights Act of 1964, as required by FTA Circular 4 702.1B, dated October 1, 2012; and

**WHEREAS**, METRO RTA has a Service and Fare Equity Analysis Policy; and

**WHEREAS**, the Service and Fare Equity Analysis Policy is designed to assess the effects of proposed fare or service changes and assess the alternatives available for people affected by the changes; and

**WHEREAS**, the analysis must determine if the proposed changes would have a disproportionately high and adverse effect upon minority and low-income riders; and

**WHEREAS**, that policy is designed to minimize, mitigate or offset negative impacts upon minority and low-income riders; and

**WHEREAS**, the Title VI report requires a copy of Board meeting minutes or a resolution demonstrating the Board's awareness and approval of the Service and Fare Equity Analysis Policy;

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of the METRO Regional Transit Authority that,

1. The Board has considered and recognized the METRO RTA Service and Fare Equity Analysis Policy and authorizes its submittal to FTA.
2. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

**DATE ADOPTED:** July 29, 2025

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**MARK DERRIG,  
PRESIDENT**

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**DAWN DISTLER,  
CHIEF EXECUTIVE OFFICER/  
SECRETARY-TREASURER**

**COMMITTEE ASSIGNMENT:  
CULTURE AND PLANNING**

**RESOLUTION 2025-15**

A resolution recognizing the METRO RTA Public Engagement Policy and authorizing submittal to the Federal Transit Administration (FTA).

**WHEREAS**, the Title VI Report is a triennial report to the Federal Transit Administration (FTA) of compliance with Title VI of the Civil Rights Act of 1964, as required by FTA Circular 4702.1B, dated October 1, 2012; and

**WHEREAS**, METRO RTA has a public engagement policy; and

**WHEREAS**, that policy is designed to reach minority and low-income population; and

**WHEREAS**, the Title VI report requires a copy of Board meeting minutes or a resolution demonstrating the Board's awareness and approval of the public engagement policy;

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of the METRO Regional Transit Authority that,

1. The Board has considered the METRO RTA public engagement policy and authorizes its submittal to the FTA.
2. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

**DATE ADOPTED:** July 29, 2025

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**MARK DERRIG,  
PRESIDENT**

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**DAWN DISTLER,  
CHIEF EXECUTIVE OFFICER/  
SECRETARY-TREASURER**

**COMMITTEE ASSIGNMENT:  
CULTURE AND PLANNING**

**RESOLUTION 2025-16**

A resolution adopting and authorizing the submittal of the METRO RTA Title VI Report to the Federal Transit Administration for 2025.

**WHEREAS**, the Title VI Report is a triennial report to the Federal Transit Administration (FTA) of compliance with Title VI of the Civil Rights Act of 1964, as required by FTA Circular 4702.1B, dated October 1, 2012; and

**WHEREAS**, METRO RTA is reporting its compliance as a public transit provider serving an urbanized area with a population exceeding 200,000 people; and

**WHEREAS**, the Title VI Report presents various measures of service and fare impacts upon minority and low-income riders; and

**WHEREAS**, the Title VI Report measures METRO's compliance with Title VI requirements; and

**WHEREAS**, the Title VI report requires a copy of Board meeting minutes or a resolution demonstrating the Board's awareness and approval of the Title VI Report;

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of the METRO Regional Transit Authority that,

1. The Board has considered the METRO RTA Title VI Report for 2025; is adopting it for the METRO RTA service area; and authorizing its submittal to FTA.
2. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

**DATE ADOPTED:** July 29, 2025

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**MARK DERRIG,  
PRESIDENT**

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**DAWN DISTLER,  
CHIEF EXECUTIVE OFFICER/  
SECRETARY-TREASURER**

**COMMITTEE ASSIGNMENT:  
CULTURE AND PLANNING**

**RESOLUTION 2025-17**

A resolution approving the Service Equity Analysis for major service changes resulting from increased service frequency on Route 29, from 60-minute to 30-minute headways, and on Route 8, from 30-minute to 15-minute headways.

**WHEREAS**, the analysis was completed in compliance with Title VI of the Civil Rights Act of 1964, as required by Federal Transit Administration (FTA) Circular 4702.1B, dated October 1, 2012; and

**WHEREAS**, major service changes are anticipated to be made beginning in August 2025; and

**WHEREAS**, the METRO's Title VI policy stipulates a Service Equity Analysis should occur when a change directly or indirectly affecting 25% or more of service hours or revenue miles occurs; and

**WHEREAS**, a public hearing was held on May 14, May 21, 2025, to present the results of the analysis and collect public feedback; and

**WHEREAS**, public comments were also able to be made via phone call, METRO's website, and written comment form available at the Robert K Pfaff Transit Center; and

**WHEREAS**, the Board of Trustees was provided with the results of the analysis, a list of all comments, and a transcript of the public hearing at least 7 days in advance of taking action on said analysis, per Resolution 2022-16;

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of the METRO Regional Transit Authority that,

1. The Board has considered the Service Equity Analysis, is aware of the results of the said analysis, and approves the continuation of the major service changes being proposed for routes 8 and 29.
2. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

**DATE ADOPTED:** July 29, 2025

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**MARK DERRIG,  
PRESIDENT**

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**DAWN DISTLER,  
CHIEF EXECUTIVE OFFICER/  
SECRETARY-TREASURER**

**COMMITTEE ASSIGNMENT:  
CULTURE AND PLANNING**

**RESOLUTION 2025-18**

A resolution authorizing a contract with Akron Barberton Cluster Railway to furnish and replace 500 track spikes and ties, install ballast and surface four miles of rail on the Sandyville Line (MP 38.4 Hazel Street and MP 34.7 Exeter Road).

**WHEREAS**, METRO has recognized an immediate safety need to repair areas that can delay train crews and deteriorate, correct track profile and cross elevation issues; and

**WHEREAS**, METRO is keeping within State and Federal regulatory compliance to meet inspections; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Trustees of METRO Regional Transit Authority that,

1. The Chief Executive Officer/Secretary-Treasurer is hereby authorized to execute said contract in an amount not to exceed \$140,000.00.
2. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

**DATE ADOPTED:** July 29<sup>th</sup>, 2025

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**MARK DERRIG,  
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