



Minutes of the Executive Committee (EXC) Meeting  
of the Board of Trustees of the Utah Transit Authority (UTA)  
Monday, March 14, 2016  
FrontLines Headquarters, 669 West 200 South, Salt Lake City, UT

**Attending:**

David Burton, Chair

Robert McKinley, Vice Chair, Audit Committee Chair

Chris Sloan, Vice Chair

Jeff Hawker, Finance & Operations Chair

Charles Henderson, Planning and Development Committee Chair (via telephone)

Bret Millburn, Stakeholder Relations Chair

Matt Bell

Necia Christensen

Chair Burton called the meeting to order at 12:04 p.m. with four committee members present.

Chair Burton then yielded the floor to Dave Goeres, UTA Chief Officer of Safety and Security, for a safety message.

**Audit Committee (AC)**

Trustee McKinley indicated that there were no items to forward to the board agenda from the AC.

**Other Business.**

**Legislative Update.** Jerry Benson, UTA Interim President/CEO, summarized UTA's activities during the legislative session.

**Mountain Accord.** Mr. Benson outlined the objectives of Phase II of the Mountain Accord. He said that the governance structure of Mountain Accord is changing and the entity will become a commission. UTA will participate in the Accord in an advisory capacity.

**Shingo Prize Assessment.** Mr. Benson spoke about the evolution of performance management at UTA. He indicated that the agency's systems have progressed to a point where they are ready to challenge for the Shingo Prize. An application report was submitted to the Shingo Institute at the end of 2015 and the Shingo assessors will be on site at the end of March.

**Federal Transit Administration Quarterly Meeting.** Mr. Benson stated that representatives from the Federal Transit Administration (FTA) would be at UTA later this month for a quarterly meeting.

Trustee Millburn joined the meeting at 12:15 p.m.

### **Finance and Operations Committee (FOC)**

Trustee Hawker indicated that there were no items to forward to the board agenda from the FOC.

### **Planning and Development Committee (PDC)**

Trustee Henderson indicated attendees at the PDC meeting held on March 9, 2016 had discussed:

1. Ogden Locally-Preferred Alternative Adoption.
  - a. Hal Johnson, UTA Manager of Project Development and Systems Planning, delivered a presentation on the study that identified the locally preferred alternative. A motion to forward approval of the locally-preferred alternative to the board agenda was made by Trustee Sloan and seconded by Trustee Millburn. The motion carried by unanimous consent with five aye votes.

Trustee Henderson joined the meeting via telephone at 12:35 p.m.

2. Final 2016 Goals.
  - a. Steve Meyer, UTA Chief Development Officer, explained the investment per rider (IPR) addition to the 2016 goals. The proposed IPR goal was \$4.18. Questions were posed by trustees and answered by staff. A motion to forward the IPR addition to the final 2016 goals to the board agenda was made Trustee Henderson and seconded by Trustee Hawker. The motion carried by unanimous consent with six aye votes, including one aye vote from Trustee Henderson via telephone.

### **Stakeholder Relations Committee (SRC)**

Trustee Millburn indicated there were no items to forward to the board agenda from the SRC.

### **Action Items.**

1. Approval of January 19, 2016 Meeting Report.

A motion to approve the January 19, 2016 meeting report was made by Trustee McKinley and seconded by Trustee Millburn. The motion carried by unanimous consent, including one aye vote from Trustee Henderson via telephone.

### **Board Coordination.**

A brief outline of the events surrounding the March board meeting was given.

### **Closed Session.**

Chair Burton indicated there were items to be discussed in closed session. A motion to move into closed session was made by Trustee Sloan and seconded by Trustee Millburn. The motion carried by unanimous consent and the EXC moved into closed session at 12:50 p.m.

### **Open Session.**

A motion to return to open session was made by Trustee Millburn and seconded by Trustee Henderson via telephone. The motion carried by unanimous consent and the EXC returned to open session at 1:43 p.m.

### **Action Taken Regarding Matters Discussed in Closed Session.**

No action was taken regarding matters discussed in closed session.

**Set Board Meeting Agenda.**

Chair Burton requested that an item be added to the board agenda to discuss changing the time of board meetings from 3:00 p.m. to 2:30 p.m. The board agenda was set as outlined in the EXC meeting.

**Adjourn.**

The meeting was adjourned at 1:44 p.m. by motion.

Transcribed by Cathie Griffiths  
Assistant to the President/CEO  
Utah Transit Authority  
[cgriffiths@rideuta.com](mailto:cgriffiths@rideuta.com)  
801.237.1945