

PERFORMANCE OVERSIGHT COMMITTEE MEETING

May 21, 2020

The meeting was called to order at 9:00 a.m. in Port Authority's Neal H. Holmes Board Room located on the fifth floor of the Heinz 57 Center with the following in attendance:

Board Committee Members

Michelle Zmijanac, Chair
Representative Lori Mizgorski
Representative Austin Davis
Jeff Letwin

Other Board Member

John Tague
Ann Ogoreuc
Jennifer Liptak

1. Approval of Minutes:

The Committee approved the minutes from the May 21, 2020 Performance Oversight Committee meeting.

2. Proposed Resolutions:

Mr. Trona presented two procurement items and the Committee determined the bids to be in accordance with the Authority's procurement policies and procedures, the prices fair and reasonable, the bidders to be responsible and the bids responsive.

The Performance Oversight Committee agreed to recommend for award the two bids listed in the resolution for the total amount of \$121,809 dollars.

Mr. Huffaker presented the next resolution seeking authorization to establish the fourth-year budget with Transdev Services, Inc. He reported that In April 2017, the Authority entered into a five-year agreement with Transdev to provide professional services to coordinate and administer paratransit services for individuals with disabilities and elderly persons in Allegheny County, also known as ACCESS.

The agreement specifies that a not-to-exceed amount will be established for each fiscal year.

The Performance Oversight Committee agreed to recommend continuing the performance of services by Transdev for the fourth fiscal year for the total not-to-exceed amount of \$2,716,900 for the period July 1, 2020 through June 30 2021.

Mr. Cetra presented the next resolution seeking authorization to adopt the Collective Bargaining Agreement with the International Brotherhood of Electrical Workers, Local 29 covering the terms and conditions of employment for certain Customer Service, Benefits and other personnel of the Authority.

Prior to the expiration of the agreement on April 30, 2020, the Authority engaged in good faith bargaining with IBEW and the Authority and IBEW have agreed on proposed terms and conditions for a short-term amendment to the agreement.

Mr. Cetra noted that IBEW members have ratified the proposed terms and conditions of the amended agreement

The Performance Oversight Committee agreed to recommend approval and ratification of the proposed terms and conditions outlined in Exhibit "A" attached to the resolution effective May 1, 2020 through April 30, 2021.

The final resolution seeking authorization to adopt and implement the FY 2021-22 Internal Audit Work Plan was presented by Mr. Cetra.

He reported that In November 2007, the Board adopted an Internal Audit Department Charter as a statement of policy and expressed commitment to provide financial and operational oversight to the Authority.

In accordance with the Charter, the Authority's Internal Audit Department has conducted various audit and oversight activities over the past several years pursuant to Board approved 18-month Internal Audit Work Plans.

To continue this important oversight, the Performance Oversight Committee agreed to recommend adoption and implementation of the attached FY 2021-22 Internal Audit Work Plan, effective July 1, 2020 through December 31, 2021.

With no further business, the meeting was adjourned.