



**Working Meeting of the
Stakeholder/Government Relations Committee
Wednesday, February 8th, 2017
10:15 a.m. – 11:44 a.m.
Report**

Present:	Bret Millburn, Committee Chair	Trustee Dannie McConkie	Riana De Villiers
	Trustee Jeff Acerson	Jerry Benson	Remi Baron
	Trustee Cort Ashton	Bob Biles	Cathie Griffiths
	Trustee Greg Bell	Jayne Blakesley	G.J. LaBonty
	Trustee Babs De Lay	Nichol Bourdeaux	Lynze Lenio
	Trustee Sherrie Hall Everett	David Goeres	Erika Shubin
	Trustee Necia Christensen	Andrea Packer	Eric Vance
	Trustee Karen Cronin	Rebecca Cruz	EiLeen Billings
	Trustee Charles Henderson		

Excused: Trustee Troy Walker

I. Trustee Jeff Acerson was designated Acting Committee Chair from 10:15 a.m. until 10:35 a.m., a quorum was present. Trustee Sherrie Hall Everett joined the meeting at 10:25 a.m. Chair Bret Millburn joined the meeting at 10:35 a.m. Trustee Charles Henderson joined the committee meeting at 10:52 a.m.

II. **Safety First Message:** Everyone Home Safe, Every Day: There’s More than One Terrific Reason to be Safe at Work (David Goeres) –



III. **Review of January 11th, 2017, Stakeholder/Government Relations Committee Meeting Report** (Bret Millburn)-

- Trustee Necia Christensen moved to approve the January 11th, 2017 Stakeholder/Government Relations Committee meeting report.
- Trustees Acerson, Ashton, Bell and DeLay abstained from voting.
- Trustee Dannie McConkie seconded the motion; the report was approved, as written.

IV. **UTA Bylaws Revisions** (Jayme Blakesley) –

- The UTA Bylaws are being amended to accommodate and provide for changes to the Board’s standing committees, and to allow the Board to make appropriate adjustments to the structure and responsibilities of the various Board Committees.
- Executive Committee:
 1. Composition: The Executive Committee shall be composed of the Chair, Vice Chair(s), and the chair(s) of one or more standing committee(s) created pursuant to Article IV, Section 2A, as may be designated by the Chair and the Vice Chair(s) from time to time. The Board Chair

and Vice Chair(s) may invite other trustees to participate as voting members of the Executive Committee as needed from time to time.

- Standing Board Committees;
 1. Creation of Standing Committees: The Board shall establish from time to time standing committees deemed appropriate by the Board and designate their function. Board standing committees shall be established, amended or disbanded by adoption of a Board Resolution, at a duly noticed Board meeting, and such committees shall meet as needed or as determined by the Board Chair, once established, by the committee chair.
- Notice of Meetings:
 1. Notice of regular Board meetings, special Board meetings and Board Committee meetings shall be by electronic means to each trustee at electronic mail addresses as shown in the records of the Authority. The notices shall be delivered at least five calendar days prior to the day of any meeting.
 2. Notice of emergency Board meetings shall be given to each trustee at least 24 hours before the meeting, if possible. In the event 24-hour notice is not possible, each trustee shall receive the best notice which practicably can be given. Notice of emergency meetings may be oral, written or electronic.
- Minutes of Meetings: Meeting Attendance Reports.
 1. Minutes of meetings of the Board shall be provided to the chief administrative officers and legislative bodies of each municipality and unincorporated county area within the district within five working days following approval of the minutes of the Board. Delivery of minutes may be submitted by electronic mail if agreed to by the entity involved. The Board shall prepare and submit to each Board member appointing authority, (A) a quarterly report of Board meeting attendance; and (B) an annual summary report of Board meeting attendance.
- Electronic Attendance at Meetings: With the consent of the Chair, a trustee may attend a meeting via electronic means if 24-hour notice is also provided to the Board ~~Administrator~~ Coordinator.
- Trustee Babs De Lay moved to forward the revised UTA Bylaws to the Executive Committee with a recommendation to forward to the full Board for approval.
- Trustee Cort Ashton seconded the motion, motion passed unanimously.

V. Board Process Policy Review 4.1.13 – Employment of Relatives (Jayme Blakesley) -

- UTA has a historic prohibition on employment of relatives of Board members, executives, and certain other employees in sensitive positions, because of the inherent risk that such employment may create conflicts of interest. This Employment of Relatives policy will help avoid conflicts, and thus strengthen the confidence of the public in the integrity of the Authority.
- Each member of the Board shall, at the time of appointment, certify that he/she has no relative employed, in any capacity, by the Authority. Relatives of any of UTA’s Board of Trustees, executives, or employees in sensitive positions are not eligible for employment at UTA. UTA shall terminate the employment of any employee determined to have a relative serving on the Board of Trustees.
- For purposes of this Policy, “relative” shall mean father, mother, husband, wife, son, daughter, sister, brother, uncle, aunt, nephew, niece, first cousin, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandparent, grandchild, step-mother, step-father, step-sister, step-brother, step-daughter, step-son, and individuals in a personal relationship of a romantic or intimate nature.

- Jayme Blakesley indicated that he will prepare and present a summary of contracting rules when this policy is presented to the full Board.
- Trustee Cort Ashton moved to forward Board Process Policy 4.1.13 to the Executive Committee with a recommendation to forward to the full board for approval, with the option added that a Board member may select to step down if a relative is hired or is currently employed at UTA. Trustee Necia Christensen seconded motion, motion passed.

VI. New Committee Structure Review (Sherrie Hall Everett) -

- The UTA Board of Trustees has proposed a new committee structure to align with the strategic direction of the organization.
- Trustees will serve on multiple committees that will convene on a as-needed basis to address policy recommendations. These committees will be responsible for addressing the questions and information surrounding matters brought before the Board. They may forward key discussion points, options considered and recommendations. The desired outcome is to provide better information and discussion to the entire Board to help them vet issues more thoroughly and efficiently.
- The committees will serve to create a more transparent process, greater understanding by the public of the discussions and decisions, and support UTA’s objective of enhancing the public’s trust. These committee meetings will be open to the public and media. The UTA Board has pledged to keep the public informed regarding all new initiatives through open meetings, improved public access and technology.
- The Board is proposing the following seven standing committees:

1. Executive Committee	5. Service and Customer Relations
2. Finance and Operations	6. Planning and Long-Term Vision
3. Stakeholder/Government Relations	7. Audit Review
4. Transit-Oriented Communities	

VII. Utah State 2017 Legislative Updates (Jerry Benson, and Jayme Blakesley) -

- To date, UTA staff has been on the hill each and every day of the legislative session. With the assistance of several Board members, UTA continues to focus first and foremost on reinforcing the positive changes that have occurred over the past couple of years; instilling confidence in the path forward for public transportation. Staff will continue to improve accountability and transparency. As always, UTA staff continues to closely coordinate with their partners on the Hill. These partners are key in the Authority’s efforts to closely monitor legislation and help positively influence policy makers regarding the importance of public transportation.
- Staff has been distributing and discussion the “Proposition One 2016 Summary” pamphlet. This document illustrates how UTA has met their commitment of improved service and amenities leading up to the Prop One Public Referendum of 2015
- House Transportation Committee: UTA co-presented with UDOT, WFRC, and MAG at the House Transportation Committee. UTA Board Chair Robert McKinley and CEO Jerry Benson gave the committee a brief history of UTA, our governance, how we are funded and how our priorities align.
- Meeting with Governor: UTA recently had a 45-minute meeting with Governor Herbert and several members of his cabinet and staff. It was a positive discussion, with topics ranging from the changes and reforms at UTA to how we can partner with UBER to help with the first/last mile connections. The governor was very interested in collaborating with UTA as we continue to

tell the positive story regarding how public transit cleans the air, reduces congestion and promotes economic development.

- Various legislative session information was imparted regarding several crucial issues that may have an impact on Utah Transit Authority. Progress/outcomes regarding these bills will be reported in further detail during the March 8th Stakeholder/Government Relations Committee meeting.

VIII. Federal Legislative Updates (Jayme Blakesley and Nichol Bourdeaux) –

- Information was imparted with the Stakeholder/Government Relations committee members. Updates regarding these issues will be discussed in further detail during the March 8th meeting.

IX. Liaison, Conference and External Committee Reports (Bret Millburn) –

- Trustee Necia Christensen reported that as part of the mission of the Utah Association of Special Districts (UASD) is to provide legislative input and advocacy. Necia stated the UASD encourages and welcomes the involvement of all districts in the legislative process. Their goal is to represent the interest of districts by informing legislators of their needs and interests, and by positively influencing the legislative process on behalf of districts and the citizens of the State of Utah.

X. Input for the Next Committee Meeting (Bret Millburn) –

- Safety First Message (David Goeres)
- Review of February 8th, 2017 Meeting Report (Bret Millburn)
- Policy Review
- State and Federal Legislative Updates: (Matt Sibul and Jayme Blakesley)
- Liaison, Conference and External Committee Reports (Bret Millburn and Jerry Benson) –
- Closed Session, if required, and action taken regarding matters discussed in Closed Session (Bret Millburn) -
- Input and Date for the Next Committee Meeting (Bret Millburn)
- Other Business (Bret Millburn)

XI. Meeting Adjourned -

- The Working Meeting of the Stakeholder/Government Relations Committee adjourned at 11:44 a.m.

XII. Next Meeting Date -

- The next meeting of the Stakeholders/Government Relations Committee will be held in the Golden Spike Board Room on Wednesday, March 8th, 2017, at FrontLines Headquarters located at 669 West 200 South, starting at 12:00 noon.

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