**AMERICAN PUBLIC TRANSPORTATION ASSOCIATION**

### **Business Members Board of Governors**

### **Meeting of the BMBG**

### **Sunday, June 5, 2022**

**3:15 pm PDT**

### **Agenda**

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| **TIME** | **TOPIC** | **SPEAKER** |
| 3:15 pm | Welcome  | Jeff Nelson, APTA ChairPaul Skoutelas, APTA President and CEO |
| 3:25 pm | BMBG Updates | Eve Williams, BMBG Chair |
| 3:35 pm | Approval of the March 2022 MBMG Meeting Minutes (Attachment 1) | Eve Williams |
| 3:37 pm | Business Committee Updates | ProcurementWork Force DevelopmentPrograms & CommunicationsMembership and Business DevelopmentLegislativeSmall Business |
| 4:30 pm | 2023 Business Member Annual Meeting  | Annual Meeting Planning Team |
| 4:40 pm | FY 2022 Year-End Projection for the Activity Fund | Raquel Olivier |
|  4:50 pm | Elections for FY 2023(Attachment 2) | Hugh Harrison, Chair Nominations Committee |
| 5:00 pm | New Business Member Award | Eve Williams |
| 5:05 pm | Open Microphone | All |
| 5:15 pm | Adjourn |

**Attachment 1**

**AMERICAN** **PUBLIC TRANSPORTATION ASSOCIATION**

 **BUSINESS MEMBERS BOARD OF GOVERNORS**

**Meeting of the Business Members Board of Governors**

**Meetings of the Business Member Committees**

**2022 Legislative Conference**

**March 13, 2022**

**Washington DC**

**MEETING MINUTES**

The Business Members Board of Governors (BMBG) and five Business Member Committees met on March 13, 2022, during the APTA Legislative Conference, held at the Hyatt Grand Hotel in Washington DC.

The minutes for the BMBG meeting are presented below, followed by minutes for the Business Member committees.

BMBG Officers:

Eve Williams, Chair

Buddy Coleman, Vice Chair

Ray Melleady, 2d Vice chair

Hugh Harrison, Immediate Past Chair

Raquel Olivier, Budget chair/Treasurer

1. The meeting commenced at 1:00 pm on March 13, 2022.
2. **Welcome**: Eve Williams, BMBG Chairwoman, welcomed the 60 attendees and expressed her thanks to the business members for their attendance at the meeting. The chair thanked the officers of the BMBG for their support and assistance with the meeting: Buddy Coleman, 1st Vice Chair; Ray Melleady, 2d Vice Chair; Hugh Harrison, Immediate Past Chair; and Raquel Olivier, serving as BMBG Treasurer.

Jeff Nelson, APTA Chair, expressed his appreciation to the business members for their great support and efforts on behalf of APTA, including their support for the APTF, sponsorships and membership. He noted that this is an exciting time due to the significant funding that has been made available to the transit industry and the critical importance of helping transit agencies to spend the money.

Paul Skoutelas, APTA President & CEO, also thanked the business members, noting the unique “public-private” nature of APTA. He also emphasized the importance of spending down the new funding and, in so doing, to share the business member stories about jobs, economic development and benefits to our communities

Eve Williams, Chair, thanks the APTA officers. She noted that March celebrates Women’s month and observed the significant number of women attending the BMBG meeting. She recounted that her hero is Rosa Parks, who inspired Eve to her own successes as an African-American woman and the first African-American woman to lead the BMBG. Eve urged business members to signed onto APTA’s Racial Equity Commitment, noting that six firms had already done so. Five additional companies joined the commitment during the course of the meeting.

1. **Antitrust Statement**: Buddy Coleman, Vice Chair, read aloud the APTA Antitrust Statement.
2. **Approval of the January 20, 2022, BMBG Meeting Minutes**: There being a quorum, the Chair asked for a motion to approve the minutes for the January 20, 2022, BMBG meeting. A motion was made, seconded, and unanimously approved.
3. **Approval of Filling Vacancy**: Hugh Harrison, Immediate Past Chair and chair of the Nominations Committee noted that Ivan Rodriguez no longer could serve as a BMBG member. He reported that the Nominations Committee had recommended that Tony Kellen of Wendel fill the unexpired term. Tony has previously served on the BMBG and is chair of the Programs and Communications committee. Hugh asked for approval of the BMBG. A motion was made, seconded and unanimously approved.
4. **Business Member – Transit Agency Working Group on Procurement:** Natalie Cornell, chair of the Business Member Procurement Committee, detailed planning currently underway to create a working group of business members and transit agencies to address two critical issues:
	1. Escalating prices for parts and services under fixed price contracts
	2. Outdated and impossible-to-implement Terms and Conditions included in many contracts

Natalie noted that a meeting has been arranged with the FTA Administrator and key staff to discuss the issue of price escalation on March 15. Ray Melleady, 2d Vice Chair has been instrumental in consolidating the views of OEMs on this issue. He will attend along with Eve Williams and Natalie, who explained that the issue is challenging for service and A&E contracts as well.

The Transit CEOs are willing to participate in the working group. Other potential participants include Legal Affairs and procurement officers.

1. **Guest Speaker Karina Ricks**: FTA Associate Administrator Karina Ricks spoke about her responsibilities at the FTA overseeing research and technology. She noted that the new Bipartisan Infrastructure Law includes significant funding for new technologies, including battery technology and disposal, use of buses as an electrical source during emergencies, charging systems, hydrogen technology, and autonomous vehicles. FTA is setting up new bus testing laboratories to advance new technologies and standards. FTA is also focusing on work force development, mobility s a service, and moving from one-mode to seamless multi-modal journeys. She concluded her discussion by asking business members to engage with FTA.
2. **Business Member Committee Work Plans**: The chairs for the business member committees detailed their ambitious work plans for FY 2023 and their requests for funding from the BMBG Activity Fund. The plans are described in the separate committee meeting minutes detailed below.
3. **BMBG 2023 Activity Fund Budget Approval**: Raquel Olivier reviewed the budget and Activity Fund. She noted that there will be a significant “carry-over” of funds from FY 2022 to FY 2023, helping to support the over $500,000 requested by the committees for their programs. A copy of the final budget is attached hereto.

After detailing the budget, which projects a $49 surplus at the end of FY 2023, Raquel requested approval from the BMBG. A motions was made to approve the budget. It was seconded and unanimously approved by a quorum of the BMBG.

1. **Other Issues**: T
* The 2023 Business Members Annual Meeting is planned for Hawaii, January 25-28, 2023. APTA meetings group is looking to finalize a hotel contract over the next month. The goal is to attract 150 participants.
* The next meeting of the BMBG will be June 5, 2022, at the APTA Rail Conference in San Diego.
1. **Adjournment**: A motion was made to adjourn the meeting, which was seconded and unanimously approved. The meeting ended at 3:00 pm.

Attachment: APTA Business Member Committee Meeting Summaries

**Procurement Committee**

**Sunday, March 13, 2022, 7:30-8:30 am**

Natalie Cornell, chair, called the meeting to order at 7:30 am. About 25 members were in attendance, in addition to members of the new Leadership APTA class.

After introductions, the chair detailed the FY 2023 work plan. Areas of focus include the following:

* Buy America: understanding the changes included in the BIL, as well as the need to harmonize Buy America regulations promulgated by FTA and FRA.
* Urging FRA to develop a DBE program – it is the only modal agency without a formal program.
* Price escalation: meeting with the FTA to seek immediate help in addressing the impact of rapidly escalating prices in fixed price. OEMs and their suppliers cannot meet contractual terms given the 15-40% increases in the cost of materials and parts; A&E firms are facing significant wage pressures.
* Terms & Conditions: creating a new working group with transit CEOs and procurement officers to replace outdated Terms and Conditions and to better allocate risk. Most contracts pish all risk on the OEMs and consultants, even where that is not the most efficient or cheapest approach. Some insurance simply is not available.

Jack Martinson, Vice Chair, emphasized that the procurement process is flawed – procurements take too long; contractors often are given very little time to provide meaningful responses to RFPS and many agencies procure work before there is sufficient funding, resulting in unplanned for delays and price escalation. In addition, new cyber-security requirements are impossible to implement or extremely costly, particularly for small businesses.

* DBE Directory: working with the Small Business committee to create a DBE directory, enabling APTA primes to more easily identify APTA small businesses and DBE subcontractors.

The meeting adjourned at 8:30 am.

**Work Force Development Committee**

**APTA Legislative Conference**

**Sunday, March 13, 2022, 8:30-9:30 am**

Mike Allegra, chair, called the meeting to order at 8:30 am. About 25 committee members were in attendance.

After introductions, the chair noted the critical need for workers at all levels of transit agencies and transit-related businesses. He urged that we move from advocacy for new funding (success!) to creation of jobs and that we must focus on transit as a career for younger/Generation Z people/

Mike then detailed the FY 2023 work plan. Areas of focus include the following:

* Transitioning p-REES – the rail engineering “train-the-professor” program conducted with AREMA – into an APTAU course that can be presented multiple times each year to both professors and other members interested in learning about rail engineering.
* Developing a bus technology program – perhaps similar in intent to p-REES – to help recruitment of technicians and to better train them. The initial focus might be on battery electric and alternative fuels technologies.
* Institutionalizing past work on summer youth programs into a more universal platform that any transit agency could use as part of its own recruitment programs. The budget includes money to develop an RFP. For the upcoming summer, the committee likely will seek to continue to provide funding for the existing programs.
* Supporting Leadership APTA and Emerging Leaders are the two successful APTA leadership programs are expanded over the next year.

Bill Teri of the National Training Institute detailed NTIs programs and desire to support transit and its worker shortage.

The meeting adjourned at 9:30 am.

**Programs & Communications Committee**

**Sunday, March 13, 2022, 9:30-10:30 am**

James LaRusch, Vice Chair, called the meeting to order at 9:30 am. About 25 members of the committee were in attendance.

After introductions, the chair detailed the FY 2023 work plan. Areas of focus include the following:

* Planning for the 2023 Business Members Annual Meeting in Hawaii. A committee is now meeting monthly for the event and the venue should be finalized shortly. The committee is looking for creative programming to support the goal of 150 attendees.
* Developing communications for the business members. This includes quarterly production of the Business-In-Motion newsletter, possible podcasts (a new program or participating in APTA podcasts) detailing member stories to hep recruitment, and issue briefs detailing the business perspective on key issues.
* Developing a business member Awards program with the goal of some new awards during the current awards cycle. The committee will focus on identifying key categories for the awards.
* Session planning for both Mobility and Rail. The committee is reviewing abstracts for the 2022 conferences. In addition, the committee will develop a list of business member experts on different transit issues that APTA can use as it seeks speakers for conference sessions. Buddy, Brad and Kristoff agreed to help review abstracts.

Jim reviewed the FY 2023 budget requests with the committee.

The meeting adjourned at 10:30 am.

**Small Business Committee**

**Sunday, March 13, 2022, 10:30-11:30 am**

Jose Bustamente, chair, called the meeting to order at 10:30 am. About 25 committee members were in attendance.

After introductions, the chair detailed the FY 2023 work plan. Areas of focus include the following:

* Holding Small-Business-to-Small-Business breakfasts and Small Business-Primes Networking functions at upcoming APTA meetings, including Mobility and Rail. This includes functions with COMTO and Latinos in Transit.
* Working with the Procurement Committee to create a DBE database to make it easier for APTA primes to identify and use APTA DBE and Small Business firms.
* Creating an effective Mentoring/Protégé program, where larger companies can help smaller companies deal with the complexities of contracting and working with large firms.
* Identifying key small business legislative priorities to advance to the APTA Legislative Committee. There has not been an effective pipeline for these issues on the past. One such issue is the lack of consistency across agencies and states regarding DBE requirements and documentation, which impedes the ability of small businesses from entering markets and competing.
* Addressing Terms and Conditions that get pushed down from primes to subcontractors but either are inapplicable or infeasible to implement. New cybersecurity requirements are often cost prohibitive for small businesses.

The committee expressed the desire to attract new small business members, but also underscored the importance of working to benefit established DBE and small businesses already in the APTA family.

The meet adjourned at 11:30 am.

**ATTACHMENT 2**

**BUSINESS MEMBERS BOARD OF GOVERNORS**

**Roster by Term Expiration**

**2022 – 2023**

**Election October 9, 2022**

| **Term Expires** | **Name** | **Title** | **Company** |
| --- | --- | --- | --- |
| **2022****BMBG OFFICERS** | Eve Williams, Chair | President/CEO | Dikita Engineering |
| Buddy Coleman, Vice Chair | Chief Customer Officer | Clever Devices Ltd |
| Ray Melleady, Vice Chair | Executive Vice President  | United Safety & Survivability Corp. |
| Huelon Harrison, Past Chair | Principal | Legacy Resource Group |

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| **ELECTED MEMBERS****Terms Expiring in October 2022** | Michael Allegra | President | KivAllegra Consulting |
| Robert Bright | President | Talson Solutions LLC |
| Charles Di Maggio | Chief Executive Officer | Greystone Management Solutions |
| Emily Guill | Publisher | Mass Transit Magazine |
| Michael Loehr | Global Technology Leader | Jacobs |
| Scott Sherin | Vice President | Alstom |
| Lindy Norris  | Director | New Flyer |
| Heather Roman | Associate Consultant | Omni Strategy, LLC |
| Ronnie Hakim | Senior VP | HNTB Corp |
| Marvin Thomas | Chief Executive Officer | Triunity Engineering & Management I |

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| **Term Expires** | **Name** | **Title** | **Company** |
| **Terms Expiring in October 2023** | Christina Belmont | Head of Marketing | Vix Technology |
| Jose Bustamante | Vice President | STV Inc. |
| Natalie Cornell | Director Business Development | LTK Engineering Services |
| Connie Crawford | Director Rail & Transit | Itinera Infrastructure and Concessions |
| Jennifer Dustin | Transit Marketing Lead | HDR Inc |
| Bill Faye, Jr. | Director National Sales | Gillig, LLC |
| Gerald Francis | President | Keolis Commuter Services |
| James LaRusch | Corporate Counsel | Raul V. Bravo & Associates |
| Mark Magaldi | General Manager | Transit Marketing Group |
| Raquel Olivier | President | Olivier Incorporated |
| Tony Kellen | Business Development | Wendel Companies |
| Bill Thomsen | President & CEO, | Urban Engineers of New York |

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| **Business Members on the Executive Committee**  | Jannet Walker-Ford | Sr. Vice President | WSP |
| Ray Melleady | Executive Vice President | USSC |
| Tom Waldron |  Global Transit Director | HDR, Inc. |
| Jeffrey Wharton | Director | SYSTRA Consulting, Inc. |
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| **Past Chairs** | Bernard Ford |  |  |
| Kim Green  | Senior Advisor | Genfare |
| Sharon Greene | Managing Principal | InfraStrategies LLC |
| Angela Iannuzziello | President | Anjune Mgt Inc |
| Patrick Scully | Manager | 321 Strategies, LLC |
| David Turney | Chairman & CEO | EEI Strategic Consulting LLC |
| Jeffrey Wharton | Director | SYSTRAConsulting, Inc. |
| Charles Wochele | Managing Partner/Owner | TransitConsult LLC |
| Alan Wulkan | President | The Wulkan Group |
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| **Honorary Members** | Reba Malone |  |  |
| Frank DiGiacomo |  |  |