

MARYLAND TRANSPORTATION AUTHORITY
BOARD MEETING

THURSDAY, MARCH 31, 2022
9:00 A.M.

2310 BROENING HIGHWAY, BALTIMORE MD 21224
IN-PERSON & LIVESTREAMED OPEN MEETING

OPEN SESSION

James F. Ports, Jr., Chairman
Sean Powell, Acting Chairman

MEMBERS ATTENDING:

Dontae Carroll
William H. Cox, Jr.
William C. Ensor, III
W. Lee Gaines, Jr. – via phone
Mario J. Gangemi
Cynthia D. Penny-Ardinger, Esq.
Jeffrey S. Rosen
John F. von Paris

STAFF ATTENDING:

Ruth Carnes	Kimberly Millender, Esq.
Percy Dangerfield	Simon Najjar
Donna DiCerbo	Mary O’Keeffe
Melissa Evans	Will Pines
David Goldsborough	Joseph Quattrone
Chantelle Green	Mike Rice
Jim Harkness	Bradley Ryon
Natalie Henson	Joseph Sagal
Paris Lee	Deb Sharpless
Julissa Marcano	Greer Sisco-Hayes
Selena McKissick	Paul Trentalance

OTHER ATTENDEES:

Leah Biddinger, Sussex Community Association
Ebony Moore, MDOT TSO
Cheryl Randow, WBCM (Contractor)

At 9:00 a.m. Chairman James F. Ports, Jr. called the meeting of the Maryland Transportation Authority (MDTA) Board to order. The meeting was held in-person at 2310 Broening Highway, Baltimore MD and was livestreamed on the MDTA Board Meeting web page.

APPROVAL – OPEN SESSION AND CLOSED SESSION MEETING MINUTES OF FEBRUARY 24, 2022

Upon motion by Member William H. Cox, Jr. and seconded by Member Mario J. Gangemi, the open session meeting minutes of the MDTA Board meeting held on February 24, 2022 were unanimously approved.

VOTE TO GO INTO CLOSED SESSION

At 9:05 a.m., upon motion by Member Dontae Carroll and seconded by Member Mario J. Gangemi, the Members voted unanimously to move into Closed Session under the Maryland Open Meetings Act, the MDTA Board will meet in Closed Session under the General Provisions Article, Section 3-305(b)(1) to discuss the specific performance and appointment of an individual to serve as the MDTA Executive Director.

In attendance for Closed Session was Chairman Jim Ports; Acting Chairman Sean Powell; Members Carroll, Cox, Ensor, Gaines (via phone), Gangemi, Penny-Ardinger, Rosen, and von Paris; Natalie Henson and Kim Millender.

VOTE TO ADJOURN CLOSED SESSION

At 9:08 a.m., a motion was made by Member Mario J. Gangemi and seconded by Member Jeffrey S. Rosen which was unanimously approved, to adjourn the Closed Session and return to Open Session.

RATIFICATION TAKEN IN CLOSED SESSION

Upon motion by Member William H. Cox, Jr. and seconded by Member Mario J. Gangemi, the Members ratified their approval of Will Pines as the MDTA Executive Director.

Chairman Ports and the Members congratulated Mr. Pines on becoming the MDTA Executive Director. Mr. Pines thanked everyone for his appointment to MDTA Executive Director and also for their continued support of him and the MDTA.

RESOLUTION – YEARS OF SERVICE RECOGNITION

Mr. Will Pines announced the Years of Service Recognition for retired employee Ms. Frances M. Sudano.

On the occasion of Ms. Sudano's retirement from her distinguished career of service, the Chairman and Members of the Maryland Transportation Authority hereby express to her their most sincere appreciation for her excellence and commitment.

APPROVAL – CONTRACT AWARDS

• **J01P2600123 – Panasonic FZ-55 Laptops**

Ms. Donna DiCerbo requested approval from the MDTA Board to execute Small Business Reserve (SBR) Contract No. J01P2600123 – Panasonic FZ-55 Laptops with USC Canterbury Corp in the bid amount of \$587,235.00.

Ms. DiCerbo explained that this is a one-time purchase to provide the MDTA Office of Information Technology with 150 Panasonic FZ-55 Laptops with extended warranties. These laptops will be used to replace the MDTA Police's Panasonic CF-31 Laptops that have reached the end of their life cycle and are no longer covered under warranty. This will allow for less service calls and repairs.

Upon motion by Member Mario J. Gangemi and seconded by Member John F. von Paris, the Members unanimously gave approval to execute SBR Contract No. J01P2600123 – Panasonic FZ-55 Laptops.

UPDATE – FISCAL YEAR (FY) 2023 DEPARTMENT OF LEGISLATIVE SERVICES BUDGET ANALYSIS

Ms. Chantelle Green provided an overview of the budget issues and recommendations presented by the Department of Legislative Services during the MDTA's Fiscal Year 2023 legislative budget hearing. The overview included a brief recap of the MDTA's responses to the issues raised in the budget analysis document as well as an update on budget bill language adopted by the Maryland House of Delegates.

UPDATE – MDTA'S TRAVEL PLAZAS

Mr. Simon Najar updated the MDTA Board on the progress of operations at the Maryland House and Chesapeake House Travel Plazas.

Mr. Najar explained that in 2012, the Maryland Transportation Authority (MDTA) entered into a Lease and Concession Agreement with Areas USA MDTP, LLC (Areas USA), to undertake the redevelopment (including financing) and long-term operations and maintenance of the travel plazas. Pursuant to the public-private partnership (P3) arrangement, the MDTA retains oversight of the travel plazas for a period of 35 years. The presentation provided a brief overview of the importance of the travel plazas; an update on Calendar Year 2021 and current year operations; recent challenges; and the future outlook.

UPDATE – THIRD GENERATION ELECTRONIC TOLL COLLECTION (3G ETC) SYSTEM

Mr. Joseph Quattrone updated the MDTA Board on the Third Generation Electronic Toll Collection (3G ETC) post-transition operations.

Mr. Quattrone explained that the TransCore and Kapsch's systems went live on April 29, 2021. Post-transition and software development activities and risk management continue. Implementation of the plan to address the backlog of unprocessed transactions is ongoing.

At 9:59 a.m., upon completion of the update, Mr. Ports invited Ms. Leah Biddenger from the Sussex Community Association to give her public comment on the Customer Assistance Plan. He also apologized to Ms. Biddenger as he had to step out of the meeting to handle a previous commitment. Acting Chairman Sean Powell took his place during his absence. Ms. Biddenger stated that there are several members of her community that are having E-ZPass billing issues and that she doesn't believe our Customer Assistance Plan does enough to help those who are having issues. She stated that since she has limited time to public comment she would welcome having a one-on-one discussion to go into further details.

Chairman Jim Ports returned to the meeting at 10:13 a.m. and continued through the remainder of the agenda.

UPDATE – MAJOR PROJECTS UPDATE

Mr. Jim Harkness updated the MDTA Board on the status of Major Projects in the Capital Program. Mr. Harkness explained that as of March 21, 2022, there are ten Major Projects in the Capital Program. Seven of the projects are under Construction, one is in Procurement, and two are in Design. This update includes projects funded for construction in the current CTP and includes five projects valued in excess of \$100 million. There are three projects from the \$1.1 billion I-95 ETL Northbound Expansion program.

UPDATE – DIVISION OF INFORMATION TECHNOLOGY (DOIT) MAJOR PROJECTS UPDATE

Mr. David Goldsborough updated the MDTA Board on the Division of Information Technology (DoIT) major projects. He explained that as of March 31, 2022, the Division of Information Technology maintains an active portfolio of 15 projects with 2 additional projects on hold awaiting resource assignments. Since the last Board meeting, the DoIT has completed the penetration test exercise with Cyber Defense Technologies. The exercise covered internal and external networks, wireless networks, and State issued laptops. The results of the exercise were positive. Post go-live support of the third generation tolling system (3G) continues and will stay in place through systems acceptance.

Mr. Goldsborough also went over some of the significant initiatives that DoIT continues to work on include the following:

- Cybersecurity measures – State DoIT will be conducting vulnerability assessments across several State agencies including MDOT.
- Conversion to the new Salesforce lightening platform.
- We have introduced a project to create a web scheduling system for the customer service centers. This will be completed using the Salesforce platform.
- Post go-live support of 3G.
- E-forms platform.
- We have released a new GIS viewer with data layers that cover electrical, facilities, as well as various other MDTA assets. Other layers are being worked on and will be released as they become available.

UPDATE – CIVIL RIGHTS AND FAIR PRACTICES (CRFP) SOCIOECONOMIC PROGRAMS STATUS

Mr. Percy Dangerfield and Mr. Paris Lee updated the MDTA Board on MDTA’s progress toward achieving the legislatively mandated socioeconomic program goals.

Mr. Dangerfield began the presentation by giving a brief overview of the socioeconomic programs and the introduced Mr. Paris Lee, Acting Director of Civil Rights and Fair Practices.

Mr. Lee then gave a brief update on the performance of each program based on the 2nd Quarter of Fiscal Year 2022, which covers the performance period of July 1, 2021 to December 31, 2021.

The socioeconomic programs that were reported on include the following:

- Disadvantaged Business Enterprise (DBE) Program;
- Minority Business Enterprise (MBE) Program;
- Small Business Reserve (SBR) Program; and
- Veteran-Owned Small Business Enterprise (VSBE) Program.

UPDATE – LEGISLATIVE SESSION

Mr. Bradley Ryon gave an update to the MDTA Board regarding the bills that have been filed that will have an impact to the MDTA.

UPDATE – AUDIT COMMITTEE

Member William H. Cox, Jr. presented an update on the Audit Committee meeting that took place on March 10, 2022. The Audit Committee Members were given an update on the Fiscal Year 2022 Audit Plan which is currently on track to complete eleven audits with five audits currently completed and three audits in process.

The proposed Fiscal Year (FY) 2023 Audit Plan was presented. This plan includes audits of the Electronic Toll Collection System and the MDTA Customer Service Centers. The Committee discussed and endorsed the proposed FY 2023 Audit Plan.

Two internal audits were presented and the Committee was satisfied with the results of these audits. These audits were: Materials and Supplies Storerooms Audit; Controls Over Lease Management & Revenue Audit; and License Plate Reader (LPR) Compliance Audit.

UPDATE – EXECUTIVE DIRECTOR

Mr. Will Pines gave the Executive Director Update. He began with updates from the Division of Communications. This update included the new e-blast for E-ZPass customers that went out targeting discount and commuter plan uses. The e-blast helped answer frequently asked questions regarding these plans and unused trips and also included a video embedded in the e-blast that expanded on these important topics.

Mr. Pines informed the MDTA Board that we have added additional service windows at the BHT, FMT, and JFK Customer Service Centers. JFK was able to add 2 service windows bringing the total up to 5. BHT and FMT were both able to add 1 additional service window bringing the total up to 5 service windows at each location.

Mr. Pines shared some good news with the MDTA Board regarding our employees and what they have been accomplishing. Thanks to the expertise of the MDTA's Office of Engineering and Construction, the MDTA won the Honor Award for Innovation Excellence in Engineering Design from the American Council of Engineering Companies for our Emergency Reconstruction of the Moravia Road Ramp to Southbound I-95.

MDTA Division of Procurement employee, Ms. Ruth Carnes, who is a Certified Public Purchasing Buyer received the Maryland Public Purchasing Association's Harry W. Bain Distinguished Service Award for her volunteer efforts with the Association and for her care, knowledge, and passion about procurement. Ms. Carnes currently serves as Recognition Chair for the Association. MDTA Director of Procurement, Ms. Donna DiCerbo, gave some further background and congratulations.

Toll Operations Manager Hildanne Ridgell attended one of the very first Town Halls at the Nice/Middleton Bridge and was one of the employees who stated that they would like to get a degree but cited upfront payment as a barrier. Because of her comments, the MDTA researched options and located the Strayer no upfront cost benefit. Since then we have added other institutions to the no upfront cost program. Ms. Ridgell has since received her Associates Degree from the College of Southern Maryland and will complete her Bachelor's Degree in Business Management with Honors from the University of Global Campus this May. She attributes her success to her participation in the MDTA Career Development Program.

Mr. Pines also updated the MDTA Board on the ongoing initiatives that have been undertaken to assist Toll Collectors to transition into other positions. These efforts include career development efforts in the form of internal and external training, formalized higher educational opportunities, short-term job shadowing, longer-term job rotations throughout all of MDOT, individual skills training, newsletters specifically designed for toll staff, and employee “town hall” information sessions. In a new development, Mr. Pines advised the Board that MDTA has hired a Career Counselor to work exclusively with the Toll Collectors.

On March 23rd, Mr. Pines had the honor to attend and speak at the MDTA Police Promotional Ceremony for six sworn law enforcement officers and one civilian employee. He thanked Col. Anderson for his leadership and every MDTA officer for all they do to keep our citizens, families, and fellow MDTA employees safe.

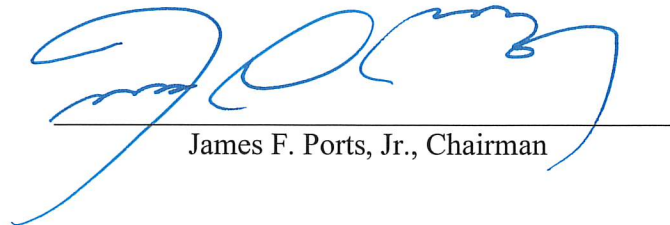
Finally, Mr. Pines reminded the Board that the next quarterly meeting of the Bay Bridge Reconstruction Advisory Group (BBRAG) will be held on Wednesday, April 6 from 6:00 pm – 8:00 pm in person at the Bay Bridge Facility.

VOTE TO ADJOURN MEETING

There being no further business, upon motion by Member Dontae Carroll and seconded by Member John F. von Paris, the Members unanimously voted to adjourn the meeting at 11:10 a.m.

The next MDTA Board Meeting will be held on Thursday, April 28, 2022 at 9:00 a.m. at MDTA, 2310 Broening Highway, Baltimore MD and will be livestreamed on the MDTA Board webpage.

APPROVED AND CONCURRED IN:



James F. Ports, Jr., Chairman