

MARYLAND TRANSPORTATION AUTHORITY  
BOARD MEETING

THURSDAY, JUNE 24, 2021  
9:00 A.M.

OPEN MEETING VIA VIDEO CONFERENCE AND LIVESTREAMING

OPEN SESSION

Sean Powell, Acting Chairman

MEMBERS ATTENDING:

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

STAFF ATTENDING:

Nafiz Alqasesm	Ebony Moore
Jeff Brown	Mary O'Keeffe
Carl Chamberlin	Will Pines
Percy Dangerfield	Deb Sharpless
Donna DiCerbo	Tim Sheets
David Goldsborough	Christina Thompson
Normetha Goodrum	Paul Trentalance
Lynnea Green	Melissa Williams
Natalie Henson	Eric Willison
Jeanne Marriott	Brian Wolfe
Kimberly Millender, Esq.	

OTHER ATTENDEES:

Courtney Highsmith, MDOT TSO

At 9:00 a.m. Acting Chairman Sean Powell called the meeting of the Maryland Transportation Authority (MDTA) Board to order. The meeting was held via video conference and livestreamed on the MDTA Board Meeting web page.

**APPROVAL – OPEN SESSION MEETING MINUTES OF MAY 20, 2021**

Upon motion by Member Mario J. Gangemi and seconded by Member W. Lee Gaines, Jr., the open session meeting minutes of the MDTA Board meeting held on May 20, 2021 were unanimously approved.

**APPROVAL – OPEN SESSION AND CLOSED SESSION MEETING MINUTES OF JUNE 8, 2021**

Upon motion by Member Mario J. Gangemi and seconded by Member William H. Cox, Jr., the open session and closed session meeting minutes of the MDTA Board meeting held on June 8, 2021 were unanimously approved.

***\*\* Acting Chairman Sean Powell requested, and the Members unanimously approved, to move Agenda Item # 3 – Resolutions – Years of Service Recognition to the end of the agenda just before Agenda Item # 15 – Update – Executive Director’s Report. \*\****

**APPROVAL – FISCAL YEAR (FY) 2021 OPERATING BUDGET AMENDMENT # 4**

Ms. Christina Thompson requested approval from the MDTA Board to amend the Fiscal Year (FY) 2021 Final Operating Budget by an \$8.0 million increase. According to the Trust Agreement, the budget can be amended at any time during the current fiscal year.

The most significant area where projected spending is expected to exceed the budget is the *E-Pass* service centers by roughly \$8.0 million. The overspending is primarily the result of not rolling over FY 2020 under spending when video tolling mailings were paused, increased video toll transactions as a result of All Electronic Tolling, and transition delays. In order to sustain toll revenue, actions were not taken to reduce the processing of backlog transactions and reduce operating costs.

Upon motion by Member John F. von Paris and seconded by Member Dontae Carroll, the Members unanimously approved the FY 2021 Operating Budget Amendment # 4.

***\*\* Agenda Item #'s 5, 6, and 7 were presented in order. However, once Agenda Item # 7 – Approval – Financial Forecast was approved the Members went back to approve Agenda Item # 5 – Approval – Fiscal Year 2022 Final Operating Budget and Agenda Item # 6 – Approval – Draft Fiscal Year 2022-2027 Consolidated Transportation Program in that order. \*\****

**APPROVAL – FISCAL YEAR (FY) 2022 FINAL OPERATING BUDGET**

Mr. Jeffrey Brown requested approval from the MDTA Board for the Fiscal Year (FY) 2022 Final Operating Budget. The Trust Agreement requires the approval of a final budget on or before July 1.

The FY 2022 Final Operating Budget totals \$360.8 million. This represents an increase of \$26.5 million, or 7.9%, above the FY 2022 Preliminary Operating Budget.

Changes from the FY 2022 Preliminary Budget include a \$1.1 million increase in total Salaries and Benefits and a \$25.4 million increase in total non-personnel budget. Included in the non-personnel budget are the *E-ZPass* transition and ongoing costs, GPS location for radios, vehicle purchases to replace damaged/destroyed/lost vehicles; Contractual Services primarily due to toll collection costs (*E-ZPass*, janitorial services, and building repairs); a decrease in supplies and materials; and a decrease in Maryland State Police non-personnel costs primarily due to reduced overhead.

Upon motion by Member William H. Cox, Jr. and seconded by Member Cynthia D. Penny-Ardinger, the Members unanimously approved the FY 2022 Final Operating Budget.

**APPROVAL – DRAFT FISCAL YEAR (FY) 2022-2027 CONSOLIDATED TRANSPORTATION PROGRAM (CTP)**

Ms. Jeanne Marriott requested approval from the MDTA Board for the Draft Fiscal Year (FY) 2022-2027 Consolidated Transportation Program (CTP).

The Draft CTP totals \$2.8 billion, which reflects a net increase in the six-year FY 2022-2027 budget of \$90.4 million. The net increase is the result of (1) a \$45.7 million increase for the Nice/Middleton Bridge; (2) a \$5.2 million decrease for the I-95 ETL Northern Extension; (3) a \$90.1 million increase for all projects except Nice/Middleton Bridge, I-95 ETL Northern Extension, and reserves; and (4) a \$40.2 million decrease in the Allocated and Unallocated Reserves.

Upon motion by Member John F. von Paris and seconded by Member W. Lee Gaines, Jr., the Members unanimously approved the Draft FY 2022-2027 Consolidated Transportation Program.

**APPROVAL – FISCAL YEAR (FY) 2022-2027 FINANCIAL FORECAST**

Ms. Deb Sharpless requested approval from the MDTA Board for the Fiscal Year (FY) 2022-2027 Financial Forecast. Ms. Sharpless gave an update on the financial affordability of the FY 2022 Final Operating Budget and the Draft FY 2022-2027 Consolidated Transportation Program. Throughout the six-year forecast period, the MDTA remains above its financial goals and minimum legal standards.

Upon motion by Member Jeffrey S. Rosen and seconded by Member W. Lee Gaines, Jr., the Members unanimously approved the FY 2022-2027 Financial Forecast.

**UPDATE – BI-ANNUAL REVIEW OF REVENUE SUFFICIENCY**

Ms. Deb Sharpless provided the MDTA Board with an update on the bi-annual review of revenue sufficiency for the Fiscal Year (FY) 2022-2027 financial forecast period. Ms. Sharpless noted that the MDTA's Board Policy requires a bi-annual review of revenue sufficiency to determine if current rates and fee levels are appropriate based on levels of expected spending. The FY 2022-2027 financial forecast shows that current toll rates, fees, and discounts provide sufficient revenue over the next six years to meet forecasted spending and exceed all legal and policy requirements.

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

Ms. Deb Sharpless and Mr. Will Pines updated the MDTA Board on the Third Generation Electronic Toll Collection (3G ETC) post-transition operations and traffic & revenue.

They explained that the TransCore and Kapsch systems went live on April 29, 2021. Post-transition and software development activities continue. Toll revenue continues to underperform the official financial forecast; however, the MDTA expects to end the fiscal year complying with its financial standards. Implementation of the plan to address the backlog of unprocessed transactions is ongoing.

**UPDATE – TOLL RATE – PHASE 1 SOUTH: AMERICAN LEGION BRIDGE I-270 TO I-370**

Mr. Carl Chamberlin provided an update to the MDTA Board on scheduled dates and logistics for in-person and call-in testimony public hearings for Phase 1 South: American Legion Bridge I-270 to I-370. In addition, Mr. Chamberlin also reviewed the ways that the MDTA is accepting public comment on the tolling proposal and he also reviewed the schedule for the toll setting process.

**UPDATE – MAJOR PROJECTS UPDATE**

Mr. Brian Wolfe updated the MDTA Board on the status of Major Projects in the Capital Program. Mr. Wolfe explained that as of June 14, 2021, there are ten major projects in the Capital Program: Six of the projects are under construction, two are in procurement, and two is under design. He further explained that this summary only includes projects with funding for construction in the Consolidated Transportation Program and includes six projects valued in excess of \$100 million. There are two 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 June 24, 2021, the Division of Information Technology maintains an active portfolio of 19 projects. The portfolio has remained constant since the last update to the MDTA Board. DoIT continues to support the MDTA workforce that has shifted to a telework status as well as personnel that are working onsite at the MDTA facilities. Given the return to work requirement, DoIT is rotating employees into the office for the remaining weeks of June to comply with the capacity requirements. As of July 5, 2021, DoIT will be back to normal operations that existed pre-pandemic. Post go-live support of the third-generation tolling system (3G) continues. We have shifted one resource back to a 50% capacity to lend support to the DoIT project portfolio.

Some of the significant initiatives that DoIT continues to work on include the following:

- Cybersecurity measures;
- Conversion to the new Salesforce lightning platform;
- Post go-live support of 3G;
- E-forms platform; and,
- Conversion of the purchasing card system to the new platform.

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

Mr. Percy Dangerfield updated the MDTA Board on MDTA's progress toward achieving the legislatively mandated socioeconomic program goals.

He explained that the Division of Civil Rights and Fair Practices (CRFP) is responsible for the development, oversight, and administration of the MDTA's State and Federal socioeconomic programs. These programs 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. He then gave a brief overview of each program and an update on the goals of each program for quarters 1, 2, and 3 of Fiscal Year 2021.

**UPDATE – AUDIT COMMITTEE**

Member William H. Cox, Jr. presented an update on the Audit Committee meeting that took place on June 10, 2021. The Audit Committee Members were given an update on the Fiscal Year 2021 Audit Plan which is currently on track to complete the plan with seven audits complete and two in process. Two internal audits, "Fleet Management" and "Validation of Waivers for Video Tolls and Civil Penalties", were presented and the Committee was satisfied with the results of these audits.

**RESOLUTIONS – YEARS OF SERVICE RECOGNITION**

Ms. Mary O’Keeffe read the Years of Service Recognition for retired employees Senior Officer Vance E. Belcher, Ms. Nancy E. Biles, Mr. Danny L. Sawyers, and Ms. Annette Williams. On the occasion of their retirement from their distinguished careers of service, the Chairman and Members of the Maryland Transportation Authority hereby express to them their most sincere appreciation for their excellence and commitment.

**UPDATE – EXECUTIVE DIRECTOR**

Ms. Mary O’Keeffe updated the MDTA Board on MDTA employees returning to the office on July 6 and the opening of the new Park and Ride lot at the intersection of MD 924 and Woodsdale Road.

In continuing to recognize MDTA’s 50<sup>th</sup> Anniversary this year, Ms. O’Keeffe gave some fun facts regarding the John F. Kennedy Memorial Highway which is a 50-mile section of I-95 from the northern Baltimore City Line to Delaware. The facilities that we maintain on this stretch of highway include the Fort McHenry Tunnel, the Millard E. Tydings Memorial Bridge, Express Toll Lanes, and two Travel Plazas.

Ms. O’Keeffe also reminded everyone to drive safely during the upcoming Fourth of July Holiday.

**VOTE TO ADJOURN MEETING**

There being no further business, upon motion by Member W. Lee Gaines, Jr. and seconded by Member Dontae Carroll, the Members unanimously voted to adjourn the meeting at 10:55 a.m.

The next MDTA Board Meeting will be held on Thursday, July 29, 2021 at 9:00 a.m. at MDTA located at 2310 Broening Highway, Baltimore Maryland.

APPROVED AND CONCURRED IN:



Sean Powell, Acting Chairman