



## Minutes

### Executive Committee December 10, 2020

Chair Smedberg called the meeting to order at 9:13 a.m. Present were:

#### Committee Members

Mr. Paul Smedberg, Chair  
Ms. Stephanie Gidigbi, 1<sup>st</sup> Vice Chair  
Mr. Michael Goldman, 2<sup>nd</sup> Vice Chair  
Mr. Devin Rouse\*

#### Other Members Present

Mr. Matt Letourneau  
Mr. Jeff Marootian  
Mr. Greg Slater  
Mr. Steve McMillin  
Mr. Canek Aguirre  
Mr. Tom Bulger  
Mr. Walter Alcorn  
Mr. Thomas Graham  
Mr. Tony Costa

\* - designated jurisdictional representative

The agenda was approved as presented.

The minutes of the November 19, 2020 Executive Committee meeting and November 19, 2020 Executive Committee Executive Session were approved as submitted.

## Information Item

### Annual Internal Controls Training

Elizabeth Sullivan, Vice President, Chief Risk and Audit Officer, provided Board members with annual Internal Controls Training. Since this training is required of all Board members, Alternate Directors also participated in the training session.

The training provided information on Board oversight responsibilities for internal controls as well as information on the Federal Transit Administration's upcoming Triennial Review of Metro.

## **Action Item**

### **Framework for Transit Equity: Metrobus Guidelines**

Tom Webster, Metro's Executive Vice President for Strategy, Planning and Program Management updated the Committee on changes to the draft Metrobus Service Guidelines based on comments from jurisdictional partners and local bus service providers.

Ms. Gidigbi moved, seconded by Mr. Goldman, to approve the Metrobus Guidelines and to send them to the Board for adoption. This motion was unanimously approved.

The committee adjourned at 10:14 a.m.