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Metropolitan Area
Transit Authority

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Minutes

Executive Committee November 2, 2023

Chair Smedberg called the meeting to order at 9:37 a.m. Present were:

Committee Members

Mr. Paul Smedberg, Chair
Mr. Joe McAndrew, Vice Chair
Dr. Tracy Hadden Loh
Ms. Sarah Kline

Other Members Present

Mr. Matt Letourneau^{2,3}
Mr. Don Drummer
Ms. Spring Worth¹
Dr. Bryna Helfer¹
Mr. Canek Aguirre^{2,3}
Mr. Michael Goldman^{2,3}
Ms. April Raj^{2,3}
Mr. Walter Alcorn^{2,3}
Mr. Thomas Graham^{2,3}

- 1 - Designated jurisdictional representative
- 2 - Present via videoconference
- 3 – Present for Ethics and Audit Awareness Training only

The agenda was approved as presented.

The minutes of the October 26, 2023 Executive Committee meeting and Executive Committee Executive Session were approved as submitted.

Information Items

Annual Board Ethics Training

Phill Staub, the Board's Ethics Officer, provided members with annual ethics training, as required in the Board's *Code of Ethics*. This training covered topics such as Board members' fiduciary duties, conflicts of interest, gifts and disclosure obligations.

Annual Audit Awareness Training

Liz Sullivan, Vice President and Chief Risk and Audit Officer, provided Board members with annual audit awareness training, with a specific focus on Board roles and responsibilities for internal controls and risk management. This training fulfilled Board members' audit awareness training requirement.

Following the Annual Audit Awareness Training, Director Letourneau and Alternate Directors Aguirre, Goldman, Rai, Alcorn and Graham left the meeting.

Transformation Update

Kimmy Feldbauer, Director of Strategic Transformation and Enterprise Collaboration, in conjunction with staff, provided the committee with an update on progress in implementing Metro's Strategic Transformation Plan, "Your Metro, the Way Forward." The presentation provide updates in four key areas: Enterprise Resource Planning; Diversity, Equity and Inclusion; Human Capital; and Procurement.

The committee adjourned at 11:29 a.m.