

Executive Board Meeting Agenda

April 03, 2023

11:00 AM

VRT Board Room – 700 NE 2nd Street – Meridian, Idaho

This is an in-person meeting. If you are unable to attend in person, you may participate in the meeting in-person, via MTeams at

https://www.valleyregionaltransit.org/ExecutiveBoard_April2023

or by dialing in at 323-484-8960 Conference ID: 225 898 645#

I. Calling of the Roll Joe Stear

II. Agenda Additions/Changes

III. Public Comments (*Comments will be limited to no more than three (3) minutes*).

IV. Consent Agenda

Items on the Consent Agenda are Action Items and will be enacted by one motion. There will be no separate discussion on these items unless an Executive Board Member requests the item be removed from the Consent Agenda and placed under Action Items.

A. ACTION: Minutes of the March 6, 2023 Executive Board Meeting

Pages 3-5 | Paula Cromie

The Executive Board is asked to consider approval of the minutes from the March 6, 2023 meeting.

B. ACTION: Citizen Lab Digital Engagement Platform Contract Amendment RESOLUTION VEB23-009

Pages 6-9 | Jason Rose

Staff recommends the approval of RESOLUTION VEB23-009, Citizen Lab Digital Engagement Platform contract amendment. This amendment provides for an eight-month extension for better alignment with, and reduced disruption of, the annual outreach and engagement schedule, which typically runs from March through November. This amendment would allow staff to consider needs after the completion of each outreach cycle, rather than as an outreach cycle begins. The platform provides the opportunity to bring the stakeholders along through the entire decision-making process and allows the public to engage through multiple devices and at times that work for their schedules. This also provides an accessible way for stakeholders that may have transportation barriers to engage in the work of VRT to better meet their mobility needs.

V. Executive Board - Action Items

A. ACTION: Sabrina Minshall Nomination

Page 10 | Elaine Clegg

Sabrina Minshall is Director of the Canyon County Development Services Department and is interested in filling the open position on the Executive Board for Canon County. She is currently a member of the Valley Regional Transit Board of Directors. The Executive Board will have to

opportunity to discuss nominating Sabrina to the Board of Directors as the newest member of the Executive Board.

VI. Executive Board - Information Items

A. INFORMATION: Revise Financial Reports

Elaine Clegg, Jason Jedry

The Executive Board is asked to provide input and direction on revising the financial reporting forms the Executive Board and Board are provided to make them more useful and to highlight the most relevant information.

B. INFORMATION: Enterprise Resource Planning (ERP) System Replacement

Pages 11-14 | Jason Jedry

This information item will be a discussion to provide background on staff request that the VRT Board review and consider approving Resolution VBD23-022 – Delegation of Authority to Executive Board - Enterprise Resource Planning (ERP) System Replacement to delegate authority to the VRT Executive Board to approve a software as a service contract (SaaS), for an ERP system not to exceed \$957,000 over five years.

VII. Executive Session

The Executive Board may convene into Executive Session at this time Pursuant to Idaho Code 74-206, identifying one or more of the specific paragraphs a) Personnel Hiring, b) Personnel Issues, c) Land Acquisition, d) Records Exempt from Public Disclosure, e) Trade Negotiations, f) Pending/Probable Litigation, i) Insurance Claims, j) Labor Contract, I.C. 74-206(1)

VIII. Adjournment

Agenda order is subject to change.

Next VRT Executive Board Meeting:

May 1, 2023

VRT Boardroom

700 NE 2nd Street

Meridian, ID 83642

Mission Statement: Valley Regional Transit's mission is to leverage, develop, provide, and manage transportation resources and to coordinate the effective and efficient delivery of comprehensive transportation choices to the region's citizens. (ValleyConnect 2.0 Plan approved 04/02/18)

Arrangements for auxiliary aids and services necessary for effective communication for qualified persons with disabilities or language assistance requests need to be made as soon as possible, but no later than three working days before the scheduled meeting. Please contact Mark Carnopis, Community Relations Manager at 258-2702 if an auxiliary aid is needed.

Executive Board Minutes

March 06, 2023

11:00 AM

VRT Board Room – 700 NE 2nd Street – Meridian, Idaho

MEMBERS ATTENDING	MEMBERS ABSENT	OTHERS PRESENT
John Bechtel, City of Wilder	NONE	Bre Brush, City of Boise
Lantz Brown, Boise State		Doug Buckendorf, ATU Local 398
Debbie Kling, City of Nampa		Margaret Carmel, BoiseDev.com
Todd Lavoie, City of Meridian		Elaine Clegg, VRT
Lauren McLean, City of Boise		Paula Cromie, VRT
Alexis Pickering, ACHD		Mark Carnopis, VRT
Dale Reynolds, City of Nampa		Gregg Eisenberg, First Transit
Joe Stear, City of Kuna		Jeannette Ezell, VRT
Jarom Wagoner, City of Caldwell		Dave Fotsch, VRT
		Jeremy Gianchetta, VRT
		Kathleen Godfrey, VRT
	PUBLIC HEARING – Eagle Senior Ctr.	Natalie Hilde, Thompson Consulting
	Belva Kerstette, Eagle Senior Center	Stephen Hunt, VRT
	Stan Ridgeway, Eagle Senior Center	Kristy Inselman, ACHD
	Linda Weston, Eagle Senior Center	Liisa Itkonen, COMPASS
	Helen Wright, Eagle Senior Center	Jason Jedry, VRT
	Brad Miller, Hawley Troxell	Lila Klopfenstein, COMPASS
		Dave Meredith, VRT
	PUBLIC HEARING – ACCESS Appeal	Sabrina Minshall, Canyon County
	Rosemary Seman, Citizen	James Mundell, VRT
	Rochelle Lloyd, Citizen	Nick Moran, VRT
		Mary Beth Nutting, RAC
		Leslie Pedrosa, VRT
		Ken Pidjeon, Citizen
		Randy Reese, VRT
		Jason Rose, VRT
		Nicole Stern
		Alissa Taysom, VRT
		Corrie Washington, VRT
		Cameron Wells, VRT
		Sarah Ybarra, VRT

- I. **Calling of the Roll** - Chair Joe Stear called the meeting to order at 11:03, with a quorum present by phone and in person.

II. Executive Session

A. EXECUTIVE SESSION: Pending/Probable Litigation Leslie Pedrosa/Legal Counsel Hawley Troxell

At 11:05, John Bechtel made a motion to move into executive session pursuant to Idaho Code 74-206, identifying one or more of the specific paragraphs a) Personnel Hiring, b) Personnel Issues, c) Land Acquisition, d) Records Exempt from Public Disclosure, e) Trade Negotiations, f) Pending/Probable Litigation, i) Insurance Claims, j) Labor Contract, I.C. 74-206(1); Dale Reynolds seconded.

Roll call was taken. All executive board members were present.

At 11:37, John Bechtel made a motion to close the executive session; Debbie Kling seconded. The motion passed unanimously. Joe Stear reported the Board was out of executive session where information was received, and no action was taken. The session ended at 11:37.

III. Agenda Additions/Changes – None

IV. Public Comments

Ken Pidjeon pointed out that Boise Urban Stages used the premises described in the book Better Buses Better Cities to run the system. (At the February joint meeting with the Regional Advisory Council, the book was discussed.)

He also pointed out this year would be the 50th anniversary of Boise Urban Stages and would like VRT to celebrate the 50th anniversary by adding something online.

V. Consent Agenda

- A. ACTION: New Regional Advisory Council Member - Theresa Vawter
- B. ACTION: Minutes of the February 6, 2023, Executive Board Meeting Joint with Regional Advisory Council
- C. ACTION: Payment Register

Debbie Kling moved to approve the consent agenda as presented; John Bechtel seconded. The motion passed unanimously.

VI. Executive Board - Action Items

A. ACTION: PUBLIC HEARING ACCESS Paratransit Appeal

At 11:43 a.m., the Executive Board opened a public hearing to discuss an ACCESS Paratransit appeal for Debra Semon.

The hearing closed at 11:53 a.m.

Following the public hearing Debbie Kling moved to restore service for Debra Semon at the previous location at Albertsons (Five Mile and 10500 W. Overland Road), prior to the change in scheduling software; Dale Reynolds seconded the motion. The motion carried unanimously.

B. ACTION: PUBLIC HEARING Eagle Senior Center Appeal

At 11:55, the Executive Board opened a public hearing to discuss an appeal by the Eagle Senior Center regarding services.

The public hearing closed at 12:48

Discussion followed. Executive Board members agreed they would like to defer the decision on the appeal and for VRT and the Eagle Senior Center to work together on a mitigation plan to restore services and to negotiate a path forward with a clear understanding that there are safety briefings done on a regular basis. VRT will continue to provide services until a decision is made. Debbie Kling made a motion to defer the decision on the appeal and for VRT and the Eagle Senior Center to work together to negotiate what a service contract would look like prior to a decision being made by the Executive Board. Dale Reynolds seconded the motion. The motion passed unanimously.

C. ACTION: Proposed Agenda for the April Board of Directors Meeting

John Bechtel moved to approve the April Board of Directors meeting agenda as presented, giving staff the latitude to add or remove items as needed; Dale Reynolds seconded. The motion passed unanimously.

VII. Finance Committee - None

VIII. Executive Board - Information Items

A. INFORMATION: Regional Vanpool Study

Stephen Hunt presented the findings of the regional vanpool study, noting the item would come before the Board for approval at a later date.

B. INFORMATION: 2023 Outreach Calendar and Strategy

Elaine Clegg and Jason Rose gave a summary of the outreach strategies and calendar for the remainder of FY2023.

C. INFORMATION: Procurement Calendar

The most current procurement calendar was included in the packet for your information. No discussion was held.

IX. Department/Staff Reports

A. INFORMATION: Department/Staff Reports

The most current department/staff reports were included in the packets for information. No discussion was held.

B. STAFF REPORTS: CEO Briefs

Staff is supporting the transition of the new CEO by preparing briefs on some of VRT's most important work and activities. This information was included in the packet for information. No discussion was held.

X. Adjournment – The meeting was adjourned at 1:10 p.m.

Next VRT Executive Board Meeting:

April 3, 2023 (followed by the Board of Directors meeting)

VRT Boardroom

700 NE 2nd Street

Meridian, ID 83642

AUTHORIZATION FOR EXPENDITURE EXECUTIVE BOARD OF DIRECTORS

PROCUREMENT DESCRIPTION: Amendment of the Citizen Lab digital engagement platform contract

TOTAL COST: \$27,000

PURPOSE/ACTION: To provide a single engagement platform through which Valley Regional Transit can connect with customers and community stakeholders, share information, and solicit input to enhance decision-making, project planning, and prioritizing.

SCOPE OF WORK: The CitizenLab platform is designed to support the engagement work of Valley Regional Transit through a simple user experience. The features of the system include the following: A modular toolkit for easy, self-guided design and customization; Intuitive user experience for the public to access with ease on multiple device types, with the highest accessibility standards, and multiple languages; Centralized collaboration through a variety of methods (surveys, polls, workshops, ideation, etc.); Text analytics and insight tools to allow for data mining, processing and reporting. In addition, the extended contract will include value added elements at no additional charge including an engagement booster session, text message functions and communication toolkit.

DISCUSSION: VRT entered into a one-year contract with CitizenLab in 2021 with an option for a one-year extension. Staff wanted time to get familiar with the tool and determine the benefits to VRT as an enhancement to our traditional communications and engagement tactics. The first-year contract was within the spending authority of the Executive Director, but the extension requires approval of the Executive Board. The second-year contract was executed at the May 2, 2022, executive board meeting. This amendment provides for an eight-month extension for better alignment with, and reduced disruption of, the annual outreach and engagement schedule, which typically runs from March through November. This amendment would allow staff to consider needs after the completion of each outreach cycle, rather than as an outreach cycle begins. The platform provides the opportunity to bring the stakeholders along through the entire decision-making process and allows the public to engage through multiple devices and at times that work for their schedules. This also provides an accessible way for stakeholders that may have transportation barriers to engage in the work of VRT to better meet their mobility needs.

ALTERNATIVES: Continue with more traditional non-digital engagement practices such as utilizing existing contracts for individual and disconnected surveys and traditional communications channels.

FISCAL IMPACT: When compared to the cost of hiring communications and engagement consultants or additional staff, this platform is very affordable and provides a variety of tools that can be deployed in strategic and real-time ways for enhancing and expanding access to VRT's decision-making processes.

RECOMMENDATION/JUSTIFICATION: Staff recommends the approval of Resolution VEB23-009, Citizen Lab Digital Engagement Platform Contract Amendment. CitizenLab was determined to be the most advantageous vendor in the procurement process last year based on the functionality of the platform and the client supports the organization provides to VRT staff.

ORDER OF REVIEW

CHIEF EXECUTIVE OFFICER (CEO) (Approves procurements up to \$49, 999)

Signature: _____

Date Approved: _____

EXECUTIVE BOARD (Approves procurements \$50,000 up to \$199,999)

Signature: _____

Date Approved: 4/3/23 Resolution Number: VEB23-009

VRT BOARD (Approves procurements \$200,000 and over)

Signature: _____

Date Approved: _____ Resolution Number: _____

EXECUTIVE BOARD RESOLUTION

Citizen Lab Digital Engagement Platform Contract Amendment RESOLUTION VEB23-009

BY THE EXECUTIVE BOARD OF VALLEY REGIONAL TRANSIT APPROVING THE AMENDMENT OF THE CITIZEN LAB AGREEMENT EFFECTIVE MAY 1, 2023 THROUGH DECEMBER 31, 2023.

WHEREAS, pursuant to Idaho Code, Chapter 21, Title 40, and as a result of the approval of the voters of Ada and Canyon Counties on November 3, 1998, a regional public transportation authority (now known as “Valley Regional Transit” (VRT) was created to serve Ada and Canyon counties; and

WHEREAS, Idaho Code § 40-2109(1) confers to Valley Regional Transit, as a regional public transportation entity, exclusive jurisdiction over all publicly funded or publicly subsidized transportation services and programs except those transportation services and programs under the jurisdiction of public school districts and law enforcement agencies within Ada and Canyon Counties; and

WHEREAS, Idaho Code § 40-2108(2) and (5) provide that Valley Regional Transit, as a regional public transportation entity, has power to raise and expend funds as provided in Idaho Code Chapter 21, Title 40 and to make contracts as may be necessary or convenient for the purposes of the Regional Public Transportation Authority Act; and

WHEREAS, effective and broad-based community engagement strategies ensure activities and decisions are informed by the needs of the community; and

WHEREAS, Valley Regional Transit researched and determined a digital engagement tool would be desirable and cost-effective in supporting community engagement efforts; and

WHEREAS, the COVID-19 pandemic has elevated the importance of digital and remote engagement options; and

WHEREAS, Valley Regional Transit has allocated additional staff resources dedicated to community engagement efforts; and

WHEREAS, Citizen Lab was determined to be the most advantageous digital platform to meet VRT’s needs; and

WHEREAS, the agreement with Citizen Lab was for one year with a one-year extension; and

WHEREAS, the extension agreement was executed on May 2, 2022; and

WHEREAS, amending the agreement requires authorization from the Executive Board; and

VEB23-009

WHEREAS, amending the agreement to add an additional eight months would create better alignment with and reduce disruption of the engagement and outreach schedule; and

WHEREAS, Valley Regional Transit included the budget for this expenditure in the fiscal year budget for FY2023, and

WHEREAS, the Valley Regional Transit staff conducted a competitive procurement process as required in the VRT Procurement Policies adopted by the Valley Regional Transit Board of Directors by Resolution VBD17-003 on 01/09/17 and updated by Resolution VBD17-022 on 09/25/17, and in compliance with all local and FTA requirements; and

WHEREAS, Idaho Code § 40-2109(5) provides that the Board of Valley Regional Transit may adopt resolutions consistent with law, as necessary, for carrying out the purposes of Chapter 21, Title 40, Idaho Code and discharging all powers and duties conferred to Valley Regional Transit Pursuant to Chapter 21, Title 40; and

WHEREAS, the Board of Valley Regional Transit has created an Executive Board, conferring specific authority upon it to discharge its powers, pursuant to Resolution VBD11-011; and

NOW THEREFORE, BE IT RESOLVED BY THE EXECUTIVE BOARD OF VALLEY REGIONAL TRANSIT:

Section 1. That the Executive Board authorizes extension of the Citizen Lab digital engagement platform contract for an amount not to exceed \$27,000.

Section 2. That the Executive Board delegates authority to the CEO to finalize and execute the contract.

Section 3. That this resolution VEB23-009 shall be in full force and effective immediately upon its adoption by the Executive Board of Valley Regional Transit and its approval by the Executive Board Chair.

ADOPTED by the Executive Board of Valley Regional Transit, this 3rd day of April, 2023.

APPROVED by the Executive Board Chair this 3rd day of April, 2023.

ATTEST:

APPROVED:

EXECUTIVE ASSISTANT

CHAIR OF EXECUTIVE BOARD

VEB23-009



TOPIC	2023 VRT Executive Board Elections
DATE	April 3, 2023
STAFF MEMBER	Elaine Clegg

Staff Recommendation/Request

The VRT Board of Directors will nominate and elect Sabrina Minshall to serve in the at-large Canyon County position.

Highlights

- VRT bylaws sets the January meeting Executive Board election
- Executive Board has four officer and seven at-large positions
- Terms of office are one year, with each officer moving forward in succession
- The officer terms alternate each year between an Ada and Canyon counties representative.
- VRT Board combines the secretary and treasurer position into one position.
- The bylaws require at least one member each be placed on the Executive Board from the cities of Boise, Caldwell, and Nampa, and Boise State University.
- There is currently at at-large position in Canyon County that was not filled during the January 2023 election.

Summary

The VRT Board established the current governance model 10 years. The governance model supports continuity and stability in leadership with many of the members staying on the Executive Board for multiple years. There was a large turnover in members due to regional elections.

County/Position		County/Position	
Canyon Chair-Elect	Jarom Wagoner	Ada Chair	Joe Stear
At-Large Canyon Member	OPEN	Ada Vice-Chair	Lauren McLean
At-Large Canyon Member	John Bechtel	Ada Sec/Treas.	Alexis Pickering
At-Large Canyon Member	Dale Reynolds	Ada At-Large Member	Todd Lavoie
Boise State	Lantz McGinnis-Brown	Ada At-Large Member	OPEN

Implication (policy and/or financial)

The Executive Board is authorized by the Board of Directors to act on its behalf to maintain consistent leadership to VRT. The frequency of Executive Board meetings ensures VRT can meet core mission critical functions with the appropriate fiscal oversight for the organization.

More Information

For detailed information contact: Elaine Clegg eclegg@valleyregionaltransit.org 208-258-2712

TOPIC	Delegation of Authority to Executive Board - Enterprise Resource Planning (ERP) System Replacement
DATE	April 3, 2023
STAFF MEMBER	Jason Jedry

Staff Recommendation/Request

Staff recommends the VRT Board approve Resolution VBD23-022 – Delegation of Authority to Executive Board - Enterprise Resource Planning (ERP) System Replacement to delegate authority to the VRT Executive Board to approve a software as a service contract (SaaS), for an ERP system not to exceed \$957,000 over five years.

Highlights

- The ERP system the Authority is currently utilizing has been in place since 2003
- This system is at end of life and will no longer be supported after December 2023. Additionally, the system does not meet the needs of the Authority
- The Authority began the process of procuring a new ERP system in 2021
- An RFP was issued in January 2022 to procure an independent consulting firm or organization to assist the Authority in identifying and implementing an ERP solution providing for a modern, core financial system
- The Executive Board approved Resolution VEB22-006 on May 2, 2002, awarding a contract to Averro Advisors to provide ERP system consulting services
- Averro Advisors worked with VRT staff and departments to develop a traceability matrix that specifically identified the needs and wants of an ERP system
- An RFP was developed utilizing the traceability matrix and issued in August of 2022. No proposals were received in response to this RFP
- A second RFP was issued in November of 2022. The Authority received two proposals in response to this RFP
- The Board approved Resolution VBD23-005 Fiscal Year 2023 Budget Amendment #1 in January of 2023 which included a budget of \$540,000 for procurement of an ERP system and implementation services

Summary

The Authority has an ERP system that does not meet the needs of the organization and is at end of life. Support of the existing system will end December 2023. Authority staff acknowledged the significance of making this change and issued an RFP to retain an independent consulting firm or organization to assist the Authority in identifying and implementing an ERP solution providing for a modern, core financial system. Averro Advisors was awarded a contract to assist the Authority with creating the detailed functional specifications needed to complete and issue a widely circulated ERP RFP, assist, and guide the Authority through the proposal evaluation process, negotiate the final form of the contract(s) for the ERP solution, and provide transition assistance to the new system.

After an unsuccessful first round of an RFP, two proposals were received in response to the second ERP System Replacement and Implementation RFP. The Authority has initially identified Oracle as the most responsive and responsible offeror meeting 94% of the ERP system requirements identified.

While Oracle has been identified as the most responsive and responsible offeror, the Authority is still evaluating the system. The Authority is requesting the Board delegate authority to the Executive Board to approve a software as a service (SaaS) contract for an Enterprise Resource Planning system not to exceed \$957,000 so the Authority can complete its due diligence and not have to wait until the next Board meeting in August.

The \$957,000 includes five years of software license fees of \$91,582 per year and implementation fees totaling \$498,960. The Authority expects 80% of the license fees and 92.66% of implementation fees to be paid for with federal funds.

More Information

Attachments:

Resolution VBD23-022 Delegation of Authority to Executive Board - Enterprise Resource Planning (ERP) System Replacement

For detailed information contact: Jason Jedry, Chief Financial Officer, 208-258-2709, jjedry@valleyregionaltransit.org

**VALLEY REGIONAL TRANSIT BOARD RESOLUTION
DELEGATION OF AUTHORITY TO EXECUTIVE BOARD - ENTERPRISE RESOURCE PLANNING
(ERP) SYSTEM REPLACEMENT
RESOLUTION VBD23-022**

**BY THE BOARD OF VALLEY REGIONAL TRANSIT TO DELEGATE THE AUTHORITY TO APPROVE A
SOFTWARE AS A SERVICE CONTRACT FOR AN ENTERPRISE RESOURCE PLANNING (ERP)
SYSTEM.**

WHEREAS, pursuant to Idaho Code, Chapter 21, Title 40, and as a result of the approval of the voters of Ada and Canyon Counties on November 3, 1998, a regional public transportation authority (now known as **“Valley Regional Transit”**) was created to serve Ada and Canyon counties; and

WHEREAS, Idaho Code § 40-2109(1) confers to Valley Regional Transit, as a regional public transportation entity, exclusive jurisdiction over all publicly funded or publicly subsidized transportation services and programs except those transportation services and programs under the jurisdiction of public school districts and law enforcement agencies within Ada and Canyon Counties; and

WHEREAS Valley Regional Transit is responsible for the provision of quality public transportation infrastructure in the communities it serves; and

WHEREAS Valley Regional Transit has assessed the condition of its existing ERP system and determined it does not meet current needs; and

WHEREAS Valley Regional Transit has determined that the existing ERP system is at end of life and will no longer be supported by the current vendor in December 2023; and

WHEREAS Valley Regional Transit included the implementation and first year of expenditures for the ERP system replacement in the FY2023 amended budget; and

WHEREAS the software as a service contract will require approval before the next meeting of the full Valley Regional Transit Board of Directors; and

WHEREAS the Valley Regional Transit staff will conduct a competitive procurement process as required in the VRT Procurement Policies adopted by the Valley Regional Transit Board of Directors by Resolution VBD17-003 on 01/09/17 and updated by Resolution VBD22-018 on 08/1/22, and in compliance with all local and FTA requirements; and

WHEREAS Idaho Code § 40-2108(2) and (5) provide that Valley Regional Transit, as a regional public transportation entity has power to raise and expend funds as provided in Idaho Code Chapter 21, Title 40 and to make contracts as may be necessary or convenient for the purposes of the Regional Public Transportation Authority Act; and

WHEREAS, the Board of Valley Regional Transit has created an Executive Board,

VBD23-022

conferring specific authority upon it to discharge its powers, pursuant to Resolution VBD11-011; and

WHEREAS Idaho Code § 40-2109 (5) provides that the Board of Valley Regional Transit may adopt resolutions consistent with law, as necessary, for carrying out the purposes of Chapter 21, Title 40, Idaho Code and discharging all powers and duties conferred to Valley Regional Transit pursuant to Chapter 21, Title 40.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF VALLEY REGIONAL TRANSIT:

Section 1. That the Valley Regional Transit Board of Directors delegates the authority to the Valley Regional Transit Executive Board to approve a software as a service contract for an Enterprise Resource Planning system not to exceed \$957,000.

Section 2. That upon approval of the software as a service contract the Board of Valley Regional Transit delegates authority to the CEO to finalize and execute the contract with the selected software as a service firm.

Section 3. That this Resolution, VBD23-022, shall be in full force and effective immediately upon its adoption by the Board of Valley Regional Transit and its approval by the Board Chair.

ADOPTED by the Board of Valley Regional Transit, this 3rd day of April 2023.

APPROVED by the Board Chair this 3rd day of April 2023.

ATTEST:

APPROVED:

EXECUTIVE ASSISTANT

CHAIR