Due to the COVID-19 virus and current extension of the Disaster Declaration issued by the Governor, all DART Board Meetings and Public Hearings are closed to the public. All meetings will take place by videoconference and will be available at https://www.dart.org/about/board/boardvideo.asp.

1. Roll Call
2. Approval of Minutes: October 20, 2020
3. Appointment of Directors to the Dallas Area Rapid Transit Mobility Service, LGC Board of Directors (Rick Stopfer/Gary Thomas) [5 minutes]
4. +Approval of Fiscal Year 2020 Performance Evaluation for the President/Executive Director (Rick Stopfer/Gary Thomas) [20 minutes]
5. *Briefing on FY 2020 Voluntary Retirement Incentive Program (VRIP) (Rick Stopfer/Nicole Fontayne-Bárdowell) [30 minutes]
6. Identification of Future Agenda Items
7. Adjournment

*This Is A Briefing Item Only
+ Same Night Action

The Administration Committee may go into Closed Session under the Texas Open Meetings Act, Section 551.071, Consultation with Attorney, for any legal issues, or under Section 551.074 for Personnel matters, or under Section 551.076 or Section 551.089, Deliberation Regarding Security Devices or Security Audits, arising or regarding any item listed on this Agenda.

Chair – Rick Stopfer
Vice Chair – Amanda Moreno-Lake
Members – Mark Enoch, Jonathan R. Kelly and Michele Wong Krause
Staff Liaison – Nicole Fontayne-Bárdowell
MINUTES
DALLAS AREA RAPID TRANSIT
ADMINISTRATION COMMITTEE MEETING
October 20, 2020

Due to the COVID-19 virus, DART Board meeting rooms were closed to the public. All meetings took place by videoconference and are available at https://www.dart.org/about/board/boardvideo.asp.

The Dallas Area Rapid Transit Administration Committee meeting came to order at 1:21 p.m., Tuesday, October 20, 2020, via videoconference, at DART Headquarters, 1401 Pacific Avenue, Dallas, Texas, with Chair Stopfer presiding.

The following Committee members were present: Rick Stopfer, Amanda Moreno-Lake, Mark Enoch, Jonathan R. Kelly, and Michele Wong Krause.

Other Board Members present: Ray Jackson, Lee Ruiz, Gary Slagel, Dominique P. Torres, Paul N. Wageman, Robert C. Dye, and Rodney Schlosser.

Others present: Gary Thomas, Gene Gamez, Joseph Costello, Nicole Fontayne-Bárdowell, Carol Wise, Tim McKay, Todd Plesko, Greg Elsborg, Rosa Medina, Gabriel Beltran, Edie Diaz, John Adler, Adam Nicholas, Cathy Hamilton, Marcus Moore, Nancy Johnson, and Yvette Bayer.

1. Roll Call
Chair Stopfer took Roll Call, confirming a quorum was present.

Chair Stopfer stated the Committee would conduct the actions of the meeting by Roll Call vote. He then provided voting instructions prior to continuing with the agenda items.

2. Approval of Minutes: September 22, 2020
Ms. Wong Krause made a motion to approve the Minutes from the September 22, 2020, Administration Committee Meeting Minutes to be entered into record, as written.

Mr. Kelly seconded.

Chair Stopfer took a Roll Call vote, and the motion was approved unanimously.

Consent Items:

Mr. Kelly moved to forward Consent Item 3.

3. Contract for Trapeze Software and Hardware Maintenance
Moved to forward this draft resolution to the Committee-Of-The-Whole agenda, with a recommendation, stating the President/Executive Director, or his designee, is authorized to award a twenty-two-month contract to Trapeze Software Group, Inc., for Trapeze Software and Hardware Maintenance for a total authorized amount not to exceed $2,866,102.

Ms. Wong Krause seconded.

Chair Stopfer took a Roll Call vote, and the motion was approved unanimously.
Individual Items:

Chair Stopfer stated that it was 1:27 p.m. on Tuesday, October 20, 2020, and unless the individual being reviewed requests that this item be discussed in public, the Dallas Area Rapid Transit Administration Committee was going into Closed Session under the Texas Open Meetings Act, Section 551.074, which allows deliberation of a personnel matter, to discuss Agenda Item 4, Approval of Fiscal Year 2020 Performance Evaluation for the General Counsel; Agenda Item 5, Approval of Fiscal Year 2020 Performance Evaluation for the Director of Board Support; and Agenda Item 6, *Review of Employment Agreements for the President/Executive Director, Director of Board Support, Director of Internal Audit, and General Counsel. The Committee was also going into Closed Session under the Texas Open Meetings Act, Section 551.071, which allows for consultation with Attorney, to discuss Agenda Item 7, *Briefing on Request for Attorney General Opinion on the “Walking Quorum”.

The Committee reconvened into Open Session at 3:35 p.m.

Mr. Ruiz joined the meeting at 3:36 p.m.

4. Approval of Fiscal Year 2020 Performance Evaluation for the General Counsel

Ms. Wong Krause moved to forward this draft resolution to the Committee-Of-The-Whole agenda, with a recommendation, stating that the Board finds Mr. Gamez’ job performance during FY 2020 to be satisfactory.

Ms. Moreno-Lake seconded.

Chair Stopfer took a Roll Call vote, and the motion was approved unanimously.

5. Approval of Fiscal Year 2020 Performance Evaluation for the Director of Board Support

Ms. Wong Krause moved to forward this draft resolution to the Committee-Of-The-Whole agenda, with a recommendation, that the Board finds Ms. Johnson’s job performance during FY 2020 to be satisfactory.

Mr. Kelly seconded.

Chair Stopfer took a Roll Call vote, and the motion was approved unanimously.

6. *Review of Employment Agreements for the President/Executive Director, Director of Board Support, Director of Internal Audit, and General Counsel

This item was briefed in Executive Session.

7. *Briefing on Request for Attorney General Opinion on the “Walking Quorum”

This item was briefed in Executive Session.
8. *Briefing on DART General Transit Feed Specification-Realtime (GTFS-R) Feed
   This item was postponed to the next Administration Committee meeting.

9. **Identification of Future Agenda Items**
   Mr. Kelly requested an update on early retirements.

10. **Adjournment**
    There being no further business to discuss, the meeting adjourned at 3:40 p.m.

Yvonne Bayer
Board Support Analyst
yb
+Same Date Item
*Briefing Item
RECOMMENDATION
Approval of a resolution appointing directors to the Dallas Area Rapid Transit Mobility Service, LGC (LGC) Board of Directors for terms commencing on the date hereof and ending on December 31, 2022, or until a replacement director is appointed.

BUSINESS PURPOSE AND FINANCIAL CONSIDERATIONS

• Pursuant to Section 2.01 of the LGC Bylaws, the Chairman of the DART Board of Directors is deemed appointed as a Director of the LGC without formal action by the DART Board of Directors.

• The remaining four members of the LGC are appointed by the DART Board of Directors through a resolution approved by the DART Board. One other member of the DART Board of Directors and three DART employees recommended by the President/Executive Director of DART are appointed, constituting those four directors.

• Approval of this Resolution will help achieve Board Strategic Priority 3: Innovate to enhance mobility options, business processes and funding; and Strategic Priority 5: Enhance DART’s role as a recognized local, regional and national transportation leader.

• Approval of directors for the LGC Board has no financial impact on the approved Budget or FY 2021 Twenty-Year Financial Plan.

LEGAL CONSIDERATIONS

• Section 452.054 of the Texas Transportation Code authorizes DART to exercise all powers necessary or convenient to carry out the purposes or the provisions of the statute.

• Subchapter D of Chapter 431, Texas Transportation Code (the “ACT”), authorizes a local government, including a regional transportation authority as described in Chapter 452.001 of the Act, to create a local government corporation to aid and act on behalf of the local government to accomplish any governmental purpose of the local government.
DRAFT
RESOLUTION
of the
DALLAS AREA RAPID TRANSIT BOARD
(Executive Committee)

Appointment of Directors to the Dallas Area Rapid Transit Mobility Service, LGC Board of Directors

WHEREAS, DART has created a local government corporation, the Dallas Area Rapid Transit Mobility Service, LGC (LGC), to aid and act on behalf of DART in providing a public transportation system by contracting with entities outside the DART Service Area; and

WHEREAS, pursuant to Section 2.01 of the LGC Bylaws, the DART Board Chair is deemed appointed as a Director of the LGC without formal action by the DART Board of Directors; and

WHEREAS, the remaining four members of the LGC Board are appointed by the DART Board of Directors through a resolution; and

WHEREAS, pursuant to Section 2.01 of the LGC Bylaws, one other member of the DART Board of Directors shall be appointed as a director of the LGC Board, and three DART employees recommended by the President/Executive Director shall also be appointed as directors of the LGC Board; and

WHEREAS, approval of directors for the LGC Board has no financial impact on the approved Budget or FY 2021 Twenty-Year Financial Plan.

NOW, THEREFORE, BE IT RESOLVED by the Dallas Area Rapid Transit Board of Directors that Gary Slagel, Rob Smith, Carol Wise, and Nicole Fontayne-Bardowell are hereby appointed to the Dallas Area Rapid Transit Mobility Service, LGC Board of Directors for terms commencing on the date hereof and ending on December 31, 2022, or until a replacement director is appointed.
Appointment of Directors to the Dallas Area Rapid Transit Mobility Service, LGC Board of Directors

Prepared by:  
/s/ David Schulze *

David Schulze  
Chief of Staff to Pres/Executive Director

Approved as to form:  
/s/ Gene Gamez *

Gene Gamez  
General Counsel

Approved by:  
/s/ Gary C. Thomas *

Gary C. Thomas  
President/Executive Director

* Reviewed and approved, but not signed due to COVID-19 Coronavirus Pandemic
DATE: November 10, 2020

SUBJECT: Approval of Fiscal Year 2020 Performance Evaluation for the President/Executive Director

BOARD ACTION

Approval of a resolution approving the FY 2020 performance evaluation for Gary C. Thomas, President/Executive Director, in accordance with Section 5.03 of the Employment Agreement between DART and Gary C. Thomas authorized in Resolution No. 190121.

PURPOSE

• DART Board Bylaws, Article IV, Section 6, states that the Board shall appoint and prescribe the duties, tenure, and compensation of a chief executive officer who shall administer the daily operations of DART.

• On September 24, 2019 (Resolution No. 190121), the Board approved the employment agreement with the President/Executive Director, which outlines the criteria for his evaluation and compensation.

• On June 18, 2019 (Resolution No. 190069), the Board approved a resolution adopting the FY 2020 Goals and Performance Measures for the President/Executive Director. On September 17, 2019 (Resolution No. 190106), the Board approved a resolution revising the FY 2020 Goals and Performance Measures.

• The purpose of this item is to complete the performance evaluation of Mr. Thomas for FY 2020.

LEGAL CONSIDERATIONS

Section 452.101(1) of the Texas Transportation Code authorizes the Board to employ and prescribe the compensation for a chief executive officer.
DRAFT

RESOLUTION

of the

DALLAS AREA RAPID TRANSIT BOARD
(Executive Committee)

Approval of Fiscal Year 2020 Performance Evaluation for the
President/Executive Director

WHEREAS, Gary C. Thomas, President/Executive Director, reports directly to the Board of Directors; and

WHEREAS, on September 24, 2019 (Resolution No. 190121), the Board approved the employment agreement with the President/Executive Director, which outlines the criteria for his evaluation and compensation; and

WHEREAS, on June 18, 2019 (Resolution No. 190069), the Board approved a resolution adopting the FY 2020 Goals and Performance Measures for the President/Executive Director; and on September 17, 2019 (Resolution No. 190106), the Board approved a resolution revising the FY 2020 Goals and Performance Measures; and

WHEREAS, the Board has completed its assessment of achievement of the FY 2020 Board approved goals for the President/Executive Director in accordance with Mr. Thomas’s employment agreement; and

WHEREAS, the FY 2021 Budget does not allow for salary increases or bonuses because of the impacts of the COVID-19 pandemic.

NOW, THEREFORE, BE IT RESOLVED by the Dallas Area Rapid Transit Board of Directors that the Board finds Mr. Thomas has met [insert number] percent of the FY 2020 Goals and Performance Measures, but due to the impacts of COVID-19 pandemic, Mr. Thomas shall not receive the incentive compensation payment contemplated under Section 5.04 of his employment agreement.
Approval of Fiscal Year 2020 Performance Evaluation for the President/Executive Director

Jonathan R. Kelly
Secretary

Paul N. Wageman
Chair

APPROVED AS TO FORM:

Gene Gamez
General Counsel

ATTEST:

Gary C. Thomas
President/Executive Director

Date
<table>
<thead>
<tr>
<th>Line No.</th>
<th>Agency Goal</th>
<th>Performance Measure</th>
<th>Status</th>
<th>Allocation</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>KPI - Service Quality: Improve on-time performance by mode by meeting FY 2020 KPI</td>
<td>Bus (Target: 83%)</td>
<td>Complete</td>
<td>1%</td>
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<tr>
<td></td>
<td></td>
<td>Rail (Target: 93%)</td>
<td>Not Met</td>
<td></td>
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<td></td>
<td>TRE (Target: 97%)</td>
<td>Not Met</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Streetcar (Target: 93%)</td>
<td>Complete</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>KPI - Ridership Performance: Stabilize total agency ridership by meeting FY 2020 KPI</td>
<td>Bus (Target: 36,142,100)</td>
<td>Not Achievable</td>
<td>1%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Rail (Target: 28,873,235)</td>
<td>Not Achievable</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>TRE (Target: 2,020,176)</td>
<td>Not Achievable</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Paratransit (841,748)</td>
<td>Not Achievable</td>
<td></td>
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<td></td>
<td></td>
<td>Vanpool (645,000)</td>
<td>Not Achievable</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Streetcar (Target: 260,573)</td>
<td>Not Achievable</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>KPI - Customer Satisfaction: Improve Net Promoter Score over FY 2019 (FY19: 10.7)</td>
<td>Not Achievable</td>
<td>1%</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>1. Serve DART’s Customers by implementing steps that increase fixed-route ridership.</td>
<td>Complete initial Bus Service Re-envision Plan (targeting coverage versus frequency) in final format approved by Board for purposes of initiating public review and comment process by 09/30/2020 (to include: hiring of consultant, delivery and acceptance of consultant’s report, and collaborating with the Board on the development of a such strategic plan for bus route system changes based on Board guidance)</td>
<td>Complete</td>
<td>17%</td>
</tr>
<tr>
<td>5</td>
<td>Engage with DART customers and stakeholders on issues of shared relevance; demonstrate program activity to address 4 key areas: Mobility, Poverty, Housing, Human trafficking</td>
<td>Complete</td>
<td>1%</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Develop and integrate GoPass features to advance Mobility as a Service and Mobility on Demand by 09/30/2020: 1. Paratransit On-Demand full integration; 2. Single Payment integration; and 3. Traffic Management integration</td>
<td>Complete</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Demonstrate improvement in public sense of security as measured by surveys that measure customer perceptions as reported to the board by 09/30/2020</td>
<td>Not Achievable</td>
<td>1%</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Demonstrate improvement in actual security by improving infrastructure and strategic placement of security personnel as reported to the board by 09/30/2020</td>
<td>Complete</td>
<td>5%</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>1. Serve DART’s Customers by implementing steps that improve Customer’s sense of safety and security</td>
<td>Develop and implement a compliant Public Transportation Agency Safety Plan: 1. Complete Safety Plan by 03/31/2020; and 2. Achieve full compliance with FTA Requirements by 07/20/2020</td>
<td>Complete</td>
<td>1%</td>
</tr>
<tr>
<td>10</td>
<td>KPI - Safety: Ensure employees embrace a high level of safety awareness to perform their daily tasks by demonstrating compliance with agency-wide training requirements</td>
<td>Complete</td>
<td>1%</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>KPI: Maintain Administrative Ratio at or below FY 2020 budget target (Target: 9.3%)</td>
<td>Complete</td>
<td>1%</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Align organization to support Mobility as a Service vision by acting on implementation plan developed in FY 2019</td>
<td>Complete</td>
<td>4%</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Meet Enterprise Asset Management (EAM) system implementation milestones: 1. Establish timeline for design and deployment stages; and 2. Complete Design Phase 1 for rolling stock, materials, supply chain, and linear assets by 09/30/2020</td>
<td>Complete</td>
<td>1%</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1.3 Study and modify internal processes to improve efficiency without increasing administrative costs and to demonstrate effectiveness in the daily operation and administration of the agency</td>
<td>Meet Lawson Enterprise Resource Planning (ERP) system replacement milestones by 09/30/2020 1. Develop system requirements; and 2. Initiate procurement process.</td>
<td>Complete</td>
<td>1%</td>
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<tr>
<td>15</td>
<td>Meet Enterprise Learning Management System (LMS) milestones by 09/30/2020 to support unified training, learning, knowledge sharing, and management and tracking: 1. Develop learning management strategy; and 2. Identify reporting metrics</td>
<td>Complete</td>
<td>1%</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Meet DART’s DBE and MWBE goals for FY 2020 (Target: 32%)</td>
<td>Complete</td>
<td>1%</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>KPI: Service Quality: 1. Improve mean distance between service calls for Bus over FY 2020 KPI Target (Target: 7,000 miles); and 2. Improve mean distance between service calls for LRT over FY 2020 KPI Target (Target: 21,000)</td>
<td>Complete</td>
<td>1%</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>With Board engagement and collaboration, (i) advance the D2 Second Alignment through 30% Project Development level of design (including demonstrated progress towards resolution of alignment, right of way, and related issues), (ii) make substantial progress toward funding D2, and (iii) complete Final Environmental Impact Statement for D2, each by 09/30/2020</td>
<td>Complete</td>
<td>15%</td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>Cotton Belt Regional Corridor: 1. Complete 30% of civil design for guideway and track by 01/31/2020; and 2. Complete final design of vehicles by 09/30/2020</td>
<td>Not Met</td>
<td>3%</td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>Red and Blue Line Platform Extension project: Complete construction of 8 red line north stations by 06/30/2020</td>
<td>Complete</td>
<td>2%</td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>Continue Development of the 2045 System Plan to incorporate the agency’s evolving business plans and strategies: 1. Incorporate Bus Services Re-envision Plan; 2. Provide regular briefings to the Board; and 3. Prepare a revised draft 2045 System Plan and present it to the Board by 09/30/2020</td>
<td>Complete</td>
<td>Not Met</td>
<td>15%</td>
</tr>
<tr>
<td>22</td>
<td>Complete an analysis of DART Headquarters building utilization and present recommendation for action to the Board by 09/30/2020</td>
<td>Not Achievable</td>
<td>5%</td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>KPI: Improve recruitment effectiveness by improving average days to recruit (hourly and salary employees) over FY 2019 levels (FY19 Combined: 116 days)</td>
<td>Complete</td>
<td>2%</td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>KPI: Improve retention effectiveness by decreasing employee turnover over FY 2019 levels (FY19 Combined: 9.27%)</td>
<td>Complete</td>
<td>2%</td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>Implement action items necessary to improve employee engagement identified in FY 2019.</td>
<td>Complete</td>
<td>2%</td>
<td></td>
</tr>
<tr>
<td>26</td>
<td>Demonstrate an increase in employee participation in employee survey (FY18 Participation: 35%)</td>
<td>Not Met</td>
<td>2%</td>
<td></td>
</tr>
<tr>
<td>27</td>
<td>Review EEO Program and goals with Executive Management Team and implement changes if necessary to ensure the EEO Program is in compliance with applicable regulations.</td>
<td>Complete</td>
<td>2%</td>
<td></td>
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<tr>
<td></td>
<td>Report to the Board by 07/31/20</td>
<td>Not Met</td>
<td>2%</td>
<td></td>
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<tr>
<td></td>
<td>Develop and deliver to the Board a proposed management succession plan that includes (i) identifying key positions for which a succession plan is necessary, (ii) identifying job requirements, (iii) building competencies, (iv) determining retention strategy (culture, responsibility and leadership, evaluations and progress, compensation), and (v) assessing progress. To be delivered to the Board by 06/30/20</td>
<td>Complete</td>
<td>6%</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Communicate to the Board in a timely and reasonable manner during FY 2020: 1. Track Board member’s requests for information and responses;</td>
<td>Complete</td>
<td>2%</td>
<td></td>
</tr>
</tbody>
</table>
2. Notify Board members of public presentations, media reports, and particular actions known to be of interest, with such notification to be in advance to allow the opportunity to participate; Complete

3. Notify Board members of meetings with elected officials, with such notification to be in advance and to allow the opportunity to participate. Complete
DATE: November 10, 2020

SUBJECT: Briefing on FY 2020 Voluntary Retirement Incentive Program (VRIP)

RECOMMENDATION

This is a briefing item. No action is required at this time.

BUSINESS PURPOSE

• The purpose of this item is to brief the Administration Committee regarding the FY 2020 Voluntary Retirement Incentive Program.

• On July 7, 2020 (Resolution No. 200072) (please see Attachment 1), the DART Board approved a resolution to allow a Voluntary Retirement Incentive Program (VRIP) to be offered to eligible employees to support DART’s response to the COVID-19 Pandemic.

• The VRIP was offered to employees of at least 55 years of age with ten years of continuous full-time service by September 30, 2020.

• For the Defined Benefit Participants, up to three years of additional service was added to their pension calculation, and all early retirement penalties were waived.

• For the Defined Contribution Participants, a sum of six months wages was given. Employees could choose to receive this sum as a post-tax lump sum cash payment or as a salary deferral into their 401k subject to IRS annual limits and “catch up” contributions.

• Employees in both plans were also given a severance payment equal to one month of salary, plus one week's pay per year of service.

• In addition, all employees accepting the VRIP package were eligible for DART Retiree medical insurance (either Pre-65 or Post-65 coverage).

• The initial announcement was distributed on August 31, 2020. Individualized employee packets were mailed to eligible employees between September 14 and 21, 2020. Virtual VRIP planning workshops were held on September 28 and 29, 2020. DART opened an online VRIP portal on September 30, 2020 where employees could locate all of the same documents mailed to them and submit their election forms electronically if they chose to do so. The deadline to submit all election forms was October 27, 2020.

• The employee groups are separated into two retirement effective dates by reporting structure.
• All employees in the Operations group who report to EVP Carol Wise have a retirement effective date of December 15, 2020. All other employees in the Administrative group who report to EVP Timothy McKay, EVP Nicole Fontayne-Bardowell, or any other reporting structure have a retirement effective date of November 20, 2020.

• As of Monday, November 2, 2020, there have been 739 submissions, 370 acceptances, and 369 rejections.

• Of the 370 acceptances, 55 are Administrative employees, 315 are Operations employees.

• Attachment 2 shows the number of VRIP acceptances by Department and by Job Classification.

• This Voluntary Retirement Incentive Program helps achieve Board Strategic Priority 2: Provide stewardship of the transit system, agency assets, and financial obligations.
RESOLUTION

of the

DALLAS AREA RAPID TRANSIT BOARD
(Executive Committee)

RESOLUTION

Approval to Offer a Voluntary Retirement Incentive Program (VRIP) to Eligible Employees to Support DART’s Response to the COVID-19 Pandemic

WHEREAS, DART desires to offer a Voluntary Retirement Incentive Program (VRIP) to employees in the Defined Benefit Retirement Plan and the DART Retirement Plan (Money Purchase Plan); and

WHEREAS the VRIP includes a severance payment to all eligible employees who participate in the program; and

WHEREAS the VRIP provides a 45-calendar day review period for the employee to examine the program and make a decision, as well as a post-decision seven-calendar day window during which the employee may rescind their decision; and

WHEREAS, funding for this program is within current budget and FY 2020 Twenty-Year Financial Plan allocations.

NOW, THEREFORE, BE IT RESOLVED by the Dallas Area Rapid Transit Board of Directors that the President/Executive Director or his designee is authorized to implement a Voluntary Retirement Incentive Program for employees participating in the Defined Benefit Retirement Plan and the DART Retirement Plan (Money Purchase Plan) to support DART’s response to the COVID-19 pandemic.
Approval to Offer a Voluntary Retirement Incentive Program (VRIP) to Eligible Employees to Support DART's Response to the COVID-19 Pandemic

Jonathan R. Kelly
Secretary

Paul N. Wageman
Chair

APPROVED AS TO FORM:

Gene Gamez
General Counsel

ATTEST

Gary C. Thomas
President/Executive Director

July 7, 2020
Date
### By Department

<table>
<thead>
<tr>
<th>Department</th>
<th>By</th>
<th>Job Classification</th>
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<tbody>
<tr>
<td>Bus Operations</td>
<td>219</td>
<td>Engineering</td>
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<tr>
<td>Rail Operations</td>
<td>49</td>
<td>Mobility Mgmt</td>
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<tr>
<td>Police</td>
<td>17</td>
<td>Materials Mgmt</td>
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<td>GRD/RPD</td>
<td>10</td>
<td>Human Resources</td>
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<td>Marketing</td>
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<td>Technology</td>
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<td>Finance</td>
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<td>Procurement</td>
<td>4</td>
<td>Executive Office</td>
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<td>Govt &amp; Comm Relations</td>
<td>4</td>
<td>Operations Safety</td>
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<tr>
<td>Internal Audit</td>
<td>1</td>
<td>Legal</td>
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### By Job Classification

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<tr>
<th>Job Classification</th>
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<tbody>
<tr>
<td>Bus Operators</td>
<td>135</td>
<td>Mechanics</td>
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<td>Police Officer</td>
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<td>Station Concierge</td>
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<td>Dispatcher/Comm Techs</td>
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<td>Manager/Sr. Mgr/Asst. Mgr</td>
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<tr>
<td>President/EVP/VP/AVP</td>
<td>14</td>
<td>Admin Asst/ Exec Asst/ Secretary</td>
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<tr>
<td>Specialist II</td>
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<td>Police Lt</td>
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<td>Electronic Tech</td>
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<td>Inventory Control Asst</td>
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<td>Logistics Planner</td>
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<tr>
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<td>Maintainer</td>
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<tr>
<td>Specialist I</td>
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<td>Representative</td>
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<td>Sales Agent</td>
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<tr>
<td>Analyst</td>
<td>2</td>
<td>Administrator</td>
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<tr>
<td>Asst. Treasurer</td>
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<td>Head of ITS</td>
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<tr>
<td>Project Manager I, II, III, IV</td>
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<td>Sr. Claims Adjusters</td>
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<tr>
<td>Ambassador</td>
<td>1</td>
<td>Field Inspector</td>
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Attachment 2