



2817 Canal Street
New Orleans, LA 70119

New Orleans Regional Transit Authority Executive Committee

Meeting Minutes

Thursday, February 4, 2021

11:00 AM

Zoom

Call To Order

The meeting was called to order at 11:07 am.

Roll Call

A quorum was confirmed. Commissioners Walton and Bryan were also in attendance.

Present: Commissioner Mark Raymond, Fred Neal and Sharon Wegner

Absent: Flozell Daniels

Consideration of Minutes

Executive Committee Minutes from August 13, 2020

[21-004](#)

A motion was made by Commissioner Wegner, seconded by Commissioner Neal, and approved. The motion carried unanimously.

Executive Committee Minutes from December 11, 2020

[21-005](#)

A motion was made by Commissioner Wegner, seconded by Commissioner Neal, and approved. The motion carried unanimously.

Committee Report

No report was given.

Presentation of the RTA's Board Policies

Agency Wide Work Policies

[21-001](#)

CEO, Mr. Alex Wiggins started the presentation by stating that staff wanted to finalize the policies and sought board concurrence before fully implementing the policies. Mr. Wiggins explained that the policies were grouped into two categories: One being standard policies that are mandated by state and federal laws. The second, are best practices in government and in transit.

Before yielding the microphone to Mr. Anderson, Mr. Wiggins gave the Committee a quick update regarding employee payroll and benefits. Mr. Wiggins informed the Committee that the management team was able to resolve the vast majority of issues that caused a hiccup a couple of weeks ago, so he didn't anticipate any issues with the next pay cycle.

After the update by Mr. Wiggins, Mr. Anderson, Chief Human Resources Officer, walked the Committee through each of the proposed policies (40 in total). After the presentation, Commissioner Bryan inquired if staff have the authority to make corrective or grammatical revisions after approval. Mr. Anderson replied in the affirmative. Then Commissioner Wegner inquired about the number of employees absent due to COVID-19 and if this situation posed work coverage challenges. Mr. Wiggins responded by stating that most employees are eligible to work remotely which is meeting our business needs at the moment.

Commissioner Neal asked if we had thought about vaccinations and does that fit into the policy structure. His second question was about possibly starting a fellow program. Responding to the vaccine question, Mr. Anderson stated that the agency was working diligently to make distribution happen within the RTA and he hope to know more by Monday. Mr. Anderson stated that the agency will not mandate any employee to receive the vaccine but the agency will strongly recommend it.

Regarding the fellow program, Mr. Anderson said it is a great idea and the team can determine what compensation will look like for the program to be successful. Then we can determine if it goes into the policy, or do we have it has a standalone. I'll be more than happy to work with the Board on establishing the program.

Commissioner Wegner asked a follow up vaccine question. She asked will offers for the vaccine be limited to operators or will it extend to other employees at the RTA. Mr. Anderson stated that every employee at the RTA will be eligible for the vaccine. Commissioner Wegner also asked if HR surveyed employees to see who's opting in or out for the vaccine. Mr. Anderson stated, not at this point, but it is one of our objectives to survey everyone, so we have a better idea what percentage are interested. The team should know more of this by Monday.

Commissioner Raymond concluded comments by stating this was a great baseline presentation and thanked the whole team for all of their diligence and work that went into this effort. A motion was made by Commissioner Neal and

seconded by Commissioner Wegner for approval and referral to the full Board for consideration. The motion was adopted.

A motion was made by Commissioner Neal, seconded by Commissioner Wegner to approved the Resolution. The motion was approved unanimously.

New Business

No new business was discussed.

Audience Questions & Comments

There were no speakers.

Adjournment

A motion was made by Commissioner Wegner, seconded by Commissioner Raymond to adjourn. The motion was approved unanimously.