

**MINUTES**  
**MEETING OF THE BOARD OF DIRECTORS**  
**BUSINESS MANAGEMENT COMMITTEE**  
**METROPOLITAN ATLANTA RAPID TRANSIT AUTHORITY**

**February 28, 2019**

The Board of Directors Business Management Committee met on February 28, 2019 at 11:49 a.m. in the Board Room on the 6<sup>th</sup> Floor of the MARTA Headquarters Building, 2424 Piedmont Road, Atlanta, Georgia.

**Board Members Present**

Roberta Abdul-Salaam  
Robert F. Dallas, Chair  
Frederick L. Daniels, Jr.  
William 'Bill' Floyd  
Freda B. Hardage  
John 'Al' Pond

MARTA officials in attendance were: General Manager/ CEO Jeffrey A. Parker; C-Suite Team Members Chief Administrative Officer Luz Borrero, Chief of System Safety, Security, & Emergency Management/Police Wanda Dunham, Chief Financial Officer Gordon L. Hutchinson, Chief of Staff Melissa Mullinax, Chief Counsel Elizabeth O'Neill and Chief of Capital Programs, Planning & Innovation Franklin Rucker; AGMs Elayne Berry, LaShanda Dawkins, Benjamin Limmer, Emil Tzanov and Tom Young (Interim); Executive Director Paula Nash (Interim); Directors Onyinye Akujuo, Robin Boyd, Jacqueline Holland (Acting), and Donna Jennings; Managers John Remillard, Jim Robinson and Phyllis Walker; Manager Executive Office Administration Tyrene Huff ;Sr. Executive Administrators Ashanti Boothe and Keri Lee. Others in attendance Adrien Carter, Anelia Black, Abebe Girmay, Courtne Middlebrooks, LaTonya Pope and Akio Turner.

**Approval of the January 31, 2019 Business Management Committee Meeting Minutes**

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On motion by Ms. Abdul-Salaam seconded by Mrs. Hardage, the minutes were unanimously approved by a vote of 6 to 0, with 6 members present.

**Resolution Authorizing Award of a Contract for Disposal of Land Parcel D1158 – Former Stone Mountain Park and Ride Lot Located Northeast of 4<sup>th</sup> Street & Manor Drive, City of Stone Mountain, DeKalb County, GA – IFB B40435-A**

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Mr. Remillard presented a resolution authorizing the General Manager/CEO his delegate to enter into a contract for the disposal of land parcel D1158 IFB B40435-A with the Downtown Development Authority of the City of Stone Mountain in the amount of \$314,000.

This parcel is a vacant 2.54 acre track that formally served as a park/ride lot. MARTA acquired the parcel from the Atlanta Transit System in 1972. The parcel was deemed excess property when the Memorial Drive BRT Lot at Memorial Drive and Goldsmith Road opened in 2010. In July 2016, the Board approved the disposition of parcel D1158. In July of 2018, an update appraisal was conducted and the fair market value was determined to be \$300,000.

At the bid opening date and time of October 18, 2018, one (1) bid was received from the Downtown Development Authority of the City of Stone Mountain in the amount of \$314,000.

The Authority's staff has determined that the Downtown Development Authority on parcel D1158, is responsive and capable of performing the contract.

On motion by Mr. Dallas seconded by Mr. Pond, the resolution was unanimously approved by a vote of 6 to 0, with 6 members present.

**Resolution to Sell Easement Rights and Enter Into a New Bridge Entrance Development Agreement at North Side of Medical Center Station, Sandy Springs, Fulton County, GA**

Mr. Remillard presented a resolution for entering a new entrance development agreement and the disposal of parcel D7115.

In 1992, MARTA acquired property rights from EQK Realty, north side of MARTA's Medical Center Station. The property is currently known as Peachtree Pavilion. When the property was acquired by MARTA, it was agreed that TSO PDP, LP would connect to the MARTA station at a future date. This is stated in the special stipulations in the warranty deed.

The station was designed with knock out panels for these reasons: The developers are now ready to proceed with the construction. The project requires the developers to construct assuring wall along the property line. The wall will require a sub-surface easement on the MARTA property for tiebacks where soil nails will be utilized.

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The construction will require two (2) tie back easement areas containing 21,161 square feet and 304 square feet. The easements will not impact the construction, operation or maintenance of the transit system.

The easements were appraised at \$225,400. The developers agreed to pay this appraised value. It will also be necessary to enter into a bridge development agreement.

The resolution is seeking to approve the sell of the easement right and enter into a new bridge development agreement.

On motion by Mrs. Hardage seconded by Ms. Abdul-Salaam, the resolution was unanimously approved by a vote of 6 to 0, with 6 members present.

**Resolution Authorizing Award of a Contract for Workers' Compensation Managed Care Organization (WC – MCO) RFP P42659**

Mrs. Jennings presented a resolution authorizing the General Manager/CEO or his designee to enter into a contract with AmeriSys to provide procurement of Workers' Compensation Managed Care Organization (WC - MCO) in the amount of \$1,811,826.

MARTA is self-insured for workers' compensation and self-administers the claims for MARTA's 4,500 employees. The Authority's internal staff of claims adjusters handles the daily claims administration and the Occupational Medical Services Office handles the Modified Duty Program. The contractor is responsible for supporting the claims adjusters and the Modified Duty Program Specialist with adequate and timely medical information to facilitate the Authority's goals of providing excellent medical care to employee's and to return employees to work as soon as practicable. The WC-MCO contractor provides a comprehensive workers' compensation cost containment program. The services will include the following: telephonic and on-site nurse case management for injured employees; provider bill repricing to State of Georgia fee schedule; hospital bill audit and utilization review services; peer review services; provider access. The contractor must also provide robust management information systems that support the suite of services noted above and also support the Office of Risk Management as a paperless operation. This request is to award a sole source contract to AmeriSys, the current vendor, based on the following information. Daily, AmeriSys, imports and exports significant amounts of data with the Authority's risk management information system, Origami Risk. To enable this critical transfer of information and to provide seamless communication required to maintain continuity of care for our injured employee's, many platform integrations between AmeriSys systems and MARTA's system were necessary.

To complete integrations, significant man-hours and cost were required during the implementation of Origami Risk in 2015. There are no funds budgeted in the existing Origami Risk contract to duplicate the efforts expended in 2015 to re-integrate a new WC-MCO provider. As such it is not in the best interests of the Authority, from either a cost perspective or process disruption perspective, to conduct a request for proposal process for a WC/ MCO vendor to replace AmeriSys.

Mr. Pond asked Mrs. Jennings to summarize the WC – MCO contract.

Mrs. Jennings said AmeriSys provides service that will assist MARTA employees return to work quicker, while containing the Authority's medical cost.

Ms. Abdul-Salaam asked if an RFP was being requested to replace AmeriSys.

Mrs. Jennings said no, the request is for a single source contract.

Mrs. Hardage asked if there was a way for MARTA's system to track and monitor the amount of money AmeriSys has saved the Authority.

Mrs. Jennings said yes, over the past five (5) years, AmeriSys has saved the Authority a total of \$9.3M for workers' compensation.

On motion by Mr. Pond seconded by Mrs. Hardage, the resolution was unanimously approved by a vote of 6 to 0, with 6 members present.

**Resolution to Request Additional Funding for MARTA's Life Insurance and Accidental Death and Dismemberment Insurance, P32661**

Mr. Robinson presented a resolution requesting the General Manager/CEO or his delegate to solicit proposals for the procurement of MARTA's Employee Assistance Program.

This request is to add additional funding in the amount of \$3.5M. The original contract was based upon the amount paid by MARTA and employees.

The contract covers basic life and accidental and death (AD&D) insurance paid by MARTA and voluntary life and AD&D insurance paid 100% by the employee as a passthrough.

Mr. Dallas asked was a DBE considered in the contract process.

Mr. Robinson said no, this is a request to add additional funding to an existing contract.

**Resolution Authorizing the Solicitation of Proposals for Employee Assistance Program, RFP P43310**

Mrs. Walker presented a resolution authorizing the General Manager/CEO or his delegate to solicit proposals for the procurement of MARTA's Employee Assistance Program.

The Employee Assistance Program (EAP) provides confident counseling and mental wellness services to MARTA's employees and their eligible family members when they experience personal problems impacting their job performance and family life.

The contract seeks industry leading providers seeking to provide the following services to MARTA employees:

- Face to face counseling which covers three (3) free visits per year
- Face to face counseling covering three (3) free visits per problem per year
- Critical incident stress debriefing when an employee experiences a traumatic event first hand or involved in those immediately affected
- Mental wellness training and seminars relevant to todays' issues
- Qualified substance abuse professionals to provide professional services to employees seeking voluntary assistance in MARTA's transit environment
- Online web-based support for self-help and other EAP information
- Management consultations

RFP P43310 is a three (3) base year with two (2) year options in the amount of \$425,000.

The current EAP provider is Humana who was initially awarded with an effective date of December 14, 2014. This contract is recurring and will end on December 14, 2019.

On motion by Mrs. Hardage seconded by Mr. Dallas, the resolution was unanimously approved by a vote of 6 to 0, with 6 members present.

**Briefing – FY2019 December Financials and Key Performance Indicators**

Mr. Hutchinson presented an overview of December financials and KPI's.

YTD Operations Performance December 31, 2018

*Net Surplus*

- \$16.5M greater than budget (actual)
- \$17.1M greater than budget (budget variance)

*Net Revenues*

- \$5.6M higher than budget

*Net Expenses*

- \$11.5M lower than budget

YTD Operating Revenues and Expenses

*MARTA has generated positive revenue performance from*

- Sales receipts
- Tax receipts
- Ad tax valorem

*Expenses*

- Salaries and wages 15.4%
- Other non-labor 3.4%

Mrs. Abdul-Salaam asked how much revenue did the Super Bowl activities generate.

Mr. Hutchinson said Super Bowl ridership would be accountable for the ten (10) day event and presented in January's expenses.

Mr. Floyd asked are spending restrictions placed sales operating sales tax revenues.

Mr. Hutchinson said currently there are no restrictions placed on operating sales tax revenues. However, restrictions are at the Board's discretion.

Key Performance Indicators

*Net Operating Revenue and Expenses*

- MARTA experienced the first deficient where expensed exceeded revenues

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*Combined Ridership*

- Concerning – ridership has dropped each month than projected
- Dropped from 9.3% to 8.4%, which is approximately 10% less than expected

*Part I Crime Rate*

- Slightly higher than last; remained consistently below target

*Bus Collisions per 100K Miles*

- Reflects declining trends; remained above expected target

*Mobility Collisions per 100K Miles*

- Remained consistently above target

Mr. Daniels asked have simulators been implemented for new bus and train operators.

Mr. Young said the contract for simulators is in the process of moving forward and will be the final step.

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**Other Matters**

Mr. Dallas acknowledge MARTA's finance team for assisting with the Ukraine Delegation.

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**Adjournment**

The meeting of the Operations Committee adjourned at 12:18 a.m.