



PINELLAS SUNCOAST TRANSIT AUTHORITY  
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EXECUTIVE COMMITTEE MEETING  
MINUTES – MARCH 23, 2015

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The Executive Committee of the Pinellas Suncoast Transit Authority (PSTA) Board of Directors held a meeting in the Auditorium at PSTA Headquarters at 11:00 AM on this date. The purpose of the meeting was to approve the January 28, 2015 meeting minutes and approve the PSTA policy development process. The following members were present:

Bill Jonson, Chairperson  
Julie Bujalski, Vice-Chairperson  
Janet Long, Secretary/Treasurer

Also Present:

Brad Miller, CEO  
PSTA Staff Members  
Members of the Public

**CALL TO ORDER**

Chairperson Jonson opened the meeting at 11:04 AM.

**PUBLIC COMMENTS**

There were no public comments.

**APPROVAL OF JANUARY 28, 2015 MEETING MINUTES**

Ms. Long made a motion, seconded by Ms. Bujalski to approve the January 28, 2015 meeting minutes as amended. There were no public comments. Motion passed unanimously.

## **PSTA POLICY DEVELOPMENT PROCESS**

As background leading up to this item, Chairperson Jonson relayed a story about his visit to the Utah Transit Authority (UTA) in 2006. He indicated that he spoke with the Chairman about their Board policy and how they ran their governance model. Chairperson Jonson referenced a letter from the UTA and mentioned the book by John Carver which describes the board-management relationship. He explained the two aspects of UTA's governance model: 1) responsibilities of the CEO, and 2) how the Board can function most effectively. He stated that the Chairman's responsibility, and the Board Committees also, is to assist the Board in the Board's process, not to dictate or drive the direction.

Mr. Jonson stated his belief that the February 18th workshop had a great deal of interaction with enthusiasm and energy from all the Board members on policy issues, which is where he believes the Board can function most effectively, not in the operational details. He suggested focusing on this process of governance as the discussion progresses to help the Board adopt a path forward for the agency.

Ms. Long stated that she is very supportive of strengthening continuity on the committees, and recommended adding the immediate Chairperson and a new member of the Board to the Executive Committee. Ms. Bujalski had a concern about a new person having the institutional knowledge needed to make policy decisions. Ms. Long suggested for the next workshop, present an overview on some of PSTA's past highlights as education for new members. Mr. Miller made a suggestion that the Nominating Committee make a recommendation to the Board about the fifth member.

Ms. Long made a motion, seconded by Ms. Bujalski to recommend expansion of the Executive Committee by two members – the past Chairperson, and the other a person elected by the Board, and recommended by the Nominating Committee. Ms. Long suggested sending out an email asking people their interest in serving on the Executive Committee. There were no public comments. Motion passed unanimously. Mr. Miller recommended implementation of this immediately. It was agreed that this item would be added to the March 25th Board agenda.

Mr. Miller presented his one-page draft of the path forward and suggested having a workshop or two where strategies developed by staff would be presented for the Board's input. He said this would be the basis for the high-level policy that the Executive Committee would ultimately recommend to the Board.

Ms. Bujalski stated her belief that the next workshop needs a leader and one goal/vision. It was suggested that Mr. Miller build into the strategies the questions coming out of the

February workshop. Ms. Long's suggestion of calling this a "strategic plan" instead of the "path forward" was discussed. Mr. Miller indicated that this one-page draft will be presented to the Board at their March meeting asking for their approval to have a workshop to enable everyone to have input.

In regard to the "avoid 30% cut" in bus service, Ms. Long suggested using the words "eliminate ineffective service or unproductive service" instead of 30% cut. Ms. Bujalski said she believes that it is important that PSTA make a statement that is going to build credibility – internally and externally.

As the issue was brought up at the Committee meeting on Friday, Mr. Miller suggested waiting to make a recommendation on the Advisory Committee for Pinellas Transportation (ACPT)-like committee until he speaks with Whit Blanton, the new Metropolitan Planning Organization (MPO) Executive Director, who will be starting in June.

### **ADJOURNMENT**

The meeting was adjourned at 12:09 PM.