

PARTA
PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY
BOARD OF TRUSTEES MEETING
MINUTES
February 26, 2026

Board Members Present:

Victor Baerman	Karen Beck	Julee Cariglio
Debbie Davison	Becky Lehman	Janice Simmons-Mortimer
Frank Vitale	Stacey Wilson	Karen Wise
Marvin Woods		

Board Members Not Present:

Virginia Harris (2 nd excused absence)	Mike Lewis (2 nd excused absence)
R. T. Mansfield (2 nd excused absence)	Jack Murphy (3 rd excused absence)

PARTA Staff & Legal Counsel (Roetzel & Andress) Present:

Claudia Amrhein	Denise Baba	Kylie Calcei
Kelly Jurisch	Justin Markey, Legal	Sony Richardson-Gilroy
Rebecca Schrader	Dan Spaulding	Brian Trautman
Lita Wiley		

Guests Present:

CALL TO ORDER

Mr. Marvin Woods called the *PARTA* Board of Trustees, February 26, 2026, meeting to order at 6:30 p.m. and asked for a roll call, after which it was determined that **a quorum was present**.

Mr. Woods asked for a motion to approve the minutes of the January 22, 2026, board meeting. **Ms. Karen Beck** made a motion to approve the minutes as presented, which was seconded by **Ms. Stacey Wilson**. Mr. Woods asked all those in favor say aye, those opposed say no, he said the **motion to approve the minutes, as presented, passed unanimously**.

GUEST COMMUNICATIONS

Mr. Woods said there were no guest communications and moved onto the General Manager's report.

GENERAL MANAGER'S REPORT

Ms. Claudia Amrhein began her report by thanking everyone for coming out. Ms. Amrhein continued saying we have a lot to get through and before moving onto the business items I want to point out the

flyer (attached). This is the first step towards implementing one of the goals of the transit development plan (TDP) from last year. Sadly, the Downtowner Route in Kent [Route 46] that we were quite excited about when we brought in the trolleys in 2022 is not doing well. This is part of a larger route and only runs on Thursday, Friday, and Saturday, though we're handling it as eliminating a route. Our Director of Operations, Ms. Kylie Calcei and our Transit Planner, Ms. Amy Proseus, went through all of the steps required for the elimination of a larger route with a larger impact to get some experience. Notifying the public and getting public input is one of the steps that we are taking. This is all happening this month, so, you may see flyers, advertisements on our website/social media sites, inside our buses, and the Record Courier asking for public feedback. We will collect all the comments and then ideally, we'd like to end the route on April 1, 2026.

Ms. Calcei provided some additional information saying last year we had about 1,250 riders, and when we broke down the cost analysis for the year it was about \$155 a trip. We are not serving as many people as we could be with the resources.

Ms. Amrhein commented that within the TDP and the one-year and three-year goals we will be looking at were to reallocate those hours.

Mr. Victor Baerman asked what happens to the trolley buses.

Ms. Amrhein replied nothing, they still run on all of our fixed routes. This is a small route that only runs on Thursdays, Fridays, and Saturdays that circulates around popular areas [downtown Kent] that we thought would be a hit.

Ms. Karen Wise raised concerns about the second public meeting being scheduled six days before the elimination of the route.

Mr. Brian Truatman replied saying people can make virtual comments throughout the month or attend one of the two [in-person] meetings that are scheduled for public comment. We will have a whole month to receive public comments.

Ms. Amrhein said if someone should ask about the elimination of route 46, have them contact PARTA by phone or email or visit our website. There is also a customer service phone line and email.

Ms. Amrhein said she would be happy to answer any questions.

Mr. Woods thanked everyone and hearing no more questions moved onto the committee meetings and reports.

COMMITTEE MEETINGS/REPORTS

Administration Committee

Mr. Woods said the Administration Committee will meet now.

Ms. Karen Wise, acting chair of the Administration Committee, called the meeting to order at 6:35 p.m. and the meeting adjourned at 7:13 p.m.

The Administration Committee reviewed and recommended resolutions 2026-02-01, 2026-02-02, 2026-02-03, and 2026-02-04 found on pages 32, 33, 42, and 49 of the February Board & Committee Meeting/Report packet, to the board for consideration. Ms. Amrhein gave a presentation (attached) reviewing leadership continuity and succession planning.

Finance Committee Report

Mr. Woods said the Finance Committee will meet now and asked Mr. Frank Vitale, acting chair of the committee, to begin the Finance Committee meeting.

The Finance Committee was called to order at 7:13 p.m. and adjourned at 7:41 p.m.

Ms. Rebecca Schrader reviewed the PARTA and Kent Central Gateway monthly financial reports for December and the yearly comparisons found beginning on page 22 of the February Board & Committee Meeting/Report packet.

Operations Committee Meeting

Mr. Woods said the Operations Committee did not meet.

Personnel Committee Report

Mr. Woods said the Personnel Committee did not meet and then moved onto old business.

OLD BUSINESS

Mr. Woods said there was no old business and moved on to new business.

NEW BUSINESS

Mr. Woods said there was no new business and moved on to resolutions

RESOLUTIONS

Mr. Woods introduced Resolution #2026-02-01.

#2026-02-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES CONSENTING TO THE APPOINTMENT OF A TRUSTEE AND ALTERNATE TRUSTEES TO THE BOARD OF TRUSTEES OF THE NEORIDE COUNCIL OF GOVERNMENTS (COG).

Mr. Woods asked for a motion to approve this resolution.

Motion: Ms. Janice Simmons-Mortimer

Second: Ms. Stacey Wilson

Mr. Woods asked if there were any questions or comments. Hearing none he asked for a roll call.

Roll Call:	Yes	No		Yes	No
Victor Baerman	<u>X</u>	<u> </u>	R. T. Mansfield	<u>ABSENT</u>	<u> </u>
Karen Beck	<u>X</u>	<u> </u>	Jack Murphy	<u>ABSENT</u>	<u> </u>
Julee Cariglio	<u>X</u>	<u> </u>	Janice Simmons-Mortimer	<u>X</u>	<u> </u>
Debbie Davison	<u>X</u>	<u> </u>	Frank Vitale	<u>X</u>	<u> </u>
Virginia Harris	<u>ABSENT</u>	<u> </u>	Stacey Wilson	<u>X</u>	<u> </u>
Becky Lehman	<u>X</u>	<u> </u>	Karen Wise	<u>X</u>	<u> </u>
Mike Lewis	<u>ABSENT</u>	<u> </u>	Marvin Woods	<u>X</u>	<u> </u>

Mr. Woods said the **resolution was approved unanimously.**

Mr. Woods introduced Resolution #2026-02-02.

#2026-02-02: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES TO ADOPT THE LEADERSHIP CONTINUITY AND SUCCESSION PLANNING POLICY.

Mr. Woods asked for a motion to approve this resolution.

Motion: Ms. Karen Beck

Second: Mr. Victor Baerman

Mr. Woods said, hearing no question, he asked for a roll call.

Roll Call:	Yes	No		Yes	No
Victor Baerman	<u>X</u>	<u> </u>	R. T. Mansfield	<u>ABSENT</u>	<u> </u>
Karen Beck	<u>X</u>	<u> </u>	Jack Murphy	<u>ABSENT</u>	<u> </u>
Julee Cariglio	<u>X</u>	<u> </u>	Janice Simmons-Mortimer	<u>X</u>	<u> </u>
Debbie Davison	<u>X</u>	<u> </u>	Frank Vitale	<u>X</u>	<u> </u>
Virginia Harris	<u>ABSENT</u>	<u> </u>	Stacey Wilson	<u>X</u>	<u> </u>
Becky Lehman	<u>X</u>	<u> </u>	Karen Wise	<u>X</u>	<u> </u>
Mike Lewis	<u>ABSENT</u>	<u> </u>	Marvin Woods	<u>X</u>	<u> </u>

Mr. Woods said the **resolution was approved unanimously**.

Mr. Woods introduced Resolution #2026-02-03.

#2026-02-03: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES APPROVING A CYBERSECURITY POLICY TO COMPLY WITH REQUIREMENTS MADE BY THE AUDITOR OF THE STATE OF OHIO UNDER ORC § 9.64, ENACTED BY AMENDED SUBSTITUTE HOUSE BILL 96.

Mr. Woods asked for a motion to approve this resolution.

Motion: Ms. Karen Beck

Second: Ms. Stacey Wilson

Mr. Woods said, hearing no questions, he asked for a roll call.

Roll Call:	Yes	No		Yes	No
Victor Baerman	<u>X</u>	<u> </u>	R. T. Mansfield	<u>ABSENT</u>	<u> </u>
Karen Beck	<u>X</u>	<u> </u>	Jack Murphy	<u>ABSENT</u>	<u> </u>
Julee Cariglio	<u>X</u>	<u> </u>	Janice Simmons-Mortimer	<u>X</u>	<u> </u>
Debbie Davison	<u>X</u>	<u> </u>	Frank Vitale	<u>X</u>	<u> </u>
Virginia Harris	<u>ABSENT</u>	<u> </u>	Stacey Wilson	<u>X</u>	<u> </u>
Becky Lehman	<u>X</u>	<u> </u>	Karen Wise	<u>X</u>	<u> </u>
Mike Lewis	<u>ABSENT</u>	<u> </u>	Marvin Woods	<u>X</u>	<u> </u>

Mr. Woods said the **resolution was approved unanimously**.

Mr. Woods introduced Resolution #2026-02-04.

#2026-02-04: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES TO AMEND THE PROCUREMENT POLICY, SPECIFICALLY THE POLICY REGARDING CREDIT CARD USE.

Mr. Woods asked for a motion to approve this resolution.

Motion: Ms. Stacey Wilson

Second: Ms. Debbie Davison

Mr. Woods said, hearing no questions, he asked for a roll call.

Roll Call:	Yes	No		Yes	No
Victor Baerman	<u>X</u>	<u> </u>	R. T. Mansfield	<u>ABSENT</u>	<u> </u>
Karen Beck	<u>X</u>	<u> </u>	Jack Murphy	<u>ABSENT</u>	<u> </u>
Julee Cariglio	<u>X</u>	<u> </u>	Janice Simmons-Mortimer	<u>X</u>	<u> </u>
Debbie Davison	<u>X</u>	<u> </u>	Frank Vitale	<u>X</u>	<u> </u>
Virginia Harris	<u>ABSENT</u>	<u> </u>	Stacey Wilson	<u>X</u>	<u> </u>
Becky Lehman	<u>X</u>	<u> </u>	Karen Wise	<u>X</u>	<u> </u>
Mike Lewis	<u>ABSENT</u>	<u> </u>	Marvin Woods	<u>X</u>	<u> </u>

Mr. Woods said the **resolution was approved unanimously.**

EXECUTIVE SESSION

Mr. Woods said there was no need for an executive session.

ADJOURNMENT

Mr. Woods asked for a motion to adjourn after confirming there were no further discussions or questions. **Mr. Janice Simmons-Mortimer** motion to adjourn, **Ms. Karen Beck** seconded.

Mr. Woods thanked everyone and said the next board meeting will be Thursday, March 26, 2026, at 6:30 p.m.

The meeting adjourned at 7:46 p.m.

Respectfully submitted,

Sony Richardson-Gilroy
Executive Assistant