

**PARTA**  
**PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY**  
**BOARD OF TRUSTEES MEETING**  
**MINUTES**  
**October 23, 2025, 2025**

**Board Members Present:**

Victor Baerman	Karen Beck	Julee Cariglio
Debbie Davison	Virginia Harris	Becky Lehman
Mike Lewis	R. T. Mansfield	Jack Murphy
Janice Simmons-Mortimer	Frank Vitale	Stacey Wilson
Karen Wise ( <i>arrived at 6:36pm</i> )	Marvin Woods	

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

Claudia Amrhein	Denise Baba	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, October 23, 2025, 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 September 25, 2025, board meeting. **Ms. Karen Beck** made a motion to approve the minutes as presented, which was seconded by **Mr. Jack Murphy**. 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 thanked everyone for coming to the meeting before beginning her report. Ms. Amrhein reviewed her report as presented in the board packet beginning on page 17 highlighting the upcoming November community events and meetings. Ms. Amrhein said the Stuff the Bus will be Sunday, November 9, from 10:00 a.m. to 2:00 p.m. at the Ravenna, Walmart. She invited any board member who wanted to volunteer that day to let her or Ms. Kelly Jurisch know.

Ms. Stacey Wilson asked if for the Stuff the Bus they would like some scout volunteers. Ms. Amrhein said they would be very welcomed, and Ms. Wilson said that she would ask for scout volunteers.

Ms. Amrhein continued her report saying we have our annual Veterans Day Ceremony coming up on Tuesday, November 11, starting at 1:00 p.m. downtown at the Kent Central Gateway and encouraged any board members who were available to attend the ceremony.

Ms. Amrhein said the Finance Committee will be meeting on Wednesday, November 12 at 1:00 p.m. following the Citizens Advisory Council (CAC) lunch meeting which begins at 11:30 a.m. Ms. Amrhein encouraged everyone to join us for the CAC meeting and then stay for the finance budget meeting.

Mr. Mike Lewis commented that he has attended a CAC meeting and found it to be very informative and well worth attending.

Ms. Amrhein asked if there were any questions.

Mr. Woods said hearing no questions, he thanked Ms. Amrhein and moved on to the Committee Meeting/Reports.

## **COMMITTEE MEETINGS/REPORTS**

### **Administration Committee Meeting**

Mr. Woods said the Administration Committee will now meet and asked Mr. Jack Murphy, chair of the committee, to begin the Administration Committee meeting.

The Administration Committee was called to order at 6:35 p.m. and adjourned at 6:40 p.m.

The Administration Committee reviewed Resolution 2025-10-01, found on page 39 of the board packet, and approved recommending the resolution to the board for consideration. An amended version of the Title VI Policy/Program can be found beginning on page 40 of the board packet.

Mr. Woods thanked the committee for their work and moved on to the Finance Committee.

### **Finance Committee Meeting**

Mr. Woods said the Finance Committee will now meet and asked Mr. Mike Lewis, chair of the committee, to begin the Finance Committee meeting.

The Finance Committee was called to order at 6:40 p.m. and adjourned at 6:59p.m.

Ms. Rebecca Schrader reviewed the finance reports and investment portfolio. The reports and portfolio statement can be found beginning on page 28 of the board packet.

Mr. Woods thanked the committee and moved on to the Operations Committee.

### **Operations Committee Meeting**

Mr. Woods said the Operations Committee will now meet and asked Ms. Debbie Davison, chair of the committee, to begin the Operations Committee meeting.

The Operations Committee was called to order at 7:00 p.m. and adjourned at 7:15 p.m.

The Operations Committee reviewed Resolution 2025-10-02 and 2025-10-03 found on pages 80 and 81 respectively of the board packet. After discussing the resolutions, the committee motioned to recommend the resolutions for mobile camera systems and bus shelters to the board for consideration.

Mr. Woods thanked the committee and moved on to the Personnel Committee.

### **Personnel Committee Report**

Mr. Woods said the Personnel Committee met on October 8, 2025.

Ms. Karen Beck and Ms. Janice Simmons-Mortimer reported for the committee reviewing the General Managers annual review saying Ms. Amrhein had an excellent year and showed excellent leadership.

Ms. Beck said I would like to request a motion to enter into executive session to consider compensation of a public employee in accordance with ORC section 121.22. **Ms. Janice Simmons-Mortimer** motioned to enter into an executive session and **Mr. Marvin Woods** seconded the motion.

The PARTA Board of Trustees entered into Executive Session at 7:19 p.m. and returned at 7:42 p.m.

Ms. Beck said the Personnel Committee would be scheduling a meeting to discuss further items brought forward in the executive session.

**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 #2025-10-01.

**#2025-10-01:**

**A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AMENDING THE TITLE VI POLICY/PROGRAM.**

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

**Motion: Ms. Stacey Wilson**

**Second: Mr. Jack Murphy**

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

<b>Roll Call:</b>	<b>Yes</b>	<b>No</b>		<b>Yes</b>	<b>No</b>
Victor Baerman	<u>X</u>	<u>      </u>	R. T. Mansfield	<u>X</u>	<u>      </u>
Karen Beck	<u>X</u>	<u>      </u>	Jack Murphy	<u>X</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>X</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>X</u>	<u>      </u>	Marvin Woods	<u>X</u>	<u>      </u>

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

Mr. Woods introduced Resolution #2025-10-02.

**#2025-10-02:**

**A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL**

**MANAGER, OR THEIR DESIGNEE, TO CONTRACT WITH SAFETY VISION FOR THE PURCHASE OF MOBILE CAMERA SYSTEMS TO REPLACE EXISTING SYSTEMS THAT HAVE EXCEEDED USEFUL LIFE THRESHOLDS.**

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

**Motion: Mr. R. T. Mansfield**

**Second: Ms. Julee Cariglio**

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

<b>Roll Call:</b>	<b>Yes</b>	<b>No</b>		<b>Yes</b>	<b>No</b>
Victor Baerman	<u>X</u>	<u>      </u>	R. T. Mansfield	<u>X</u>	<u>      </u>
Karen Beck	<u>X</u>	<u>      </u>	Jack Murphy	<u>X</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>X</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>X</u>	<u>      </u>	Marvin Woods	<u>X</u>	<u>      </u>

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

Mr. Woods introduced Resolution #2025-10-03.

**#2025-10-03:**

**A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (*PARTA*) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR THEIR DESIGNEE, TO NEGOTIATE, ENTER INTO, AND SIGN A FIVE-YEAR AGREEMENT WITH DUO-GARD INDUSTRIES FOR DESIGNING, PRODUCING, AND DELIVERING BUS SHELTERS FOR USE WITHIN PARTA’S SERVICE AREA.**

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

**Motion: Mr. Jack Murphy**

**Second: Ms. Virginia Harris**

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

<b>Roll Call:</b>	<b>Yes</b>	<b>No</b>		<b>Yes</b>	<b>No</b>
Victor Baerman	<u>X</u>	<u>      </u>	R. T. Mansfield	<u>X</u>	<u>      </u>
Karen Beck	<u>X</u>	<u>      </u>	Jack Murphy	<u>X</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>X</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>X</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. **Mr. Mike Lewis** motion to adjourn, **Ms. Stacey Wilson** seconded.

Mr. Woods thanked everyone and said the board will meet next on Thursday, November 13, 2025, at 6:30 p.m.

The meeting was adjourned at 7:47 p.m.

Respectfully submitted,

Sony Richardson-Gilroy  
Executive Assistant