

NORTH TEXAS TOLLWAY AUTHORITY  
Minutes of the Board of Directors Meeting  
December 16, 2020

A public notice of this meeting containing all items was posted at a place convenient to the public in the administrative offices of North Texas Tollway Authority, provided to the Secretary of State, and provided to the County Clerks of Collin County, Tarrant County, Denton County, and Dallas County as required by Chapter 551 of the Texas Government Code, referred to as the "Open Meetings Act."

Minutes of the North Texas Tollway Authority Board of Directors meeting held at North Texas Tollway Authority, 5900 West Plano Parkway, Plano, Texas, at 10:00 a.m. on December 16, 2020.

**CALL TO ORDER**

Chairman Mahalik called the meeting to order at 10:00 a.m.

1. Establishment of Quorum

Chairman Mahalik established a quorum by calling the roll.

John Mahalik	Chair
Jane Willard	Vice Chair
*Scott Levine	Director
Marcus Knight	Director
Lynn Gravley	Director
Mojoy Haddad	Director
*Tim Carter	Director
Pete Kamp	Director
*George (Tex) Quesada	Director

\*These Board members participated by phone.

NTTA employees attending the meeting were: James Hofmann, CEO/Executive Director; Lorelei Griffith, Secretary; Karen Madison-Ponds, Assistant Secretary; Horatio Porter, CFO/Treasurer; Cindy Demers, Director of Treasury Management/Assistant Treasurer; Sabu Stephen, Assistant Executive Director of Operations; Dena Stroh, General Counsel; Elizabeth Mow, Assistant Executive Director of Infrastructure; Juhi Chawla, Director of Information Technology; Moses Aito, Director of Business Diversity; Amitis Meshkani, Director of Maintenance; Gio Rodriguez, Director of Contact Center and Collections; Eric Hemphill, Director of Traffic and Incident Management; Nancy St. Pierre, Director of Public Affairs; and David Evans, Senior Director of Procurement Services and Business Diversity.

2. General public comments not related to specific agenda items

No comments were made under this item.

3. Comments and announcements from the Chairman and Board Members

Chairman invited Horatio Porter, CFO/Treasurer, to acknowledge the career and contributions of an NTTA employee, Armando Garza, who had recently and unexpectedly passed away.

4. Committee Chair reports

A. Regional Transportation Council

No comments were made under this item.

5. Approval of the minutes from November 18, 2020 regular board meeting

Director Haddad made a motion to approve the minutes from the November 18, 2020 regular Board meeting. Director Gravley seconded the motion, and it was approved unanimously. (Resolution No. 20-115)

**ACTION ITEMS**

6. Request to advertise for the following:

A. 2021 fleet vehicles

Amitis Meshkani, Director of Maintenance, presented staff's recommendation that the Board approve the request to advertise for 2021 fleet vehicles and responded to questions from the Board.

Chairman Mahalik entertained a motion to approve item 6A. Director Knight made a motion to approve the item, and Director Kamp seconded the motion. The motion was approved unanimously. (Resolution No. 20-116)

7. Contract award for the following:

A. Systemwide Pavement Profiling

Elizabeth Mow, Assistant Executive Director of Infrastructure, presented staff's recommendation that the Board approve the contract for systemwide pavement profiling and responded to questions from the Board.

Chairman Mahalik entertained a motion to approve item 7A. Director Gravley made a motion to approve the item, and Director Haddad seconded the motion. The motion was approved unanimously. (Resolution No. 20-117)

8. Amendment of 401(k) and 457 plans

Dena Stroh, General Counsel, presented staff's recommendation that the Board approve the amendment of 401(k) and 457 plans and responded to questions from the Board.

Chairman Mahalik entertained a motion to approve item 8. Director Carter made a motion to approve the item, and Vice Chair Willard seconded the motion. The motion was approved unanimously. (Resolution No. 20-118)

9. Contract extension with Southwest Research Institute for Active ITS traffic management software for the Safety Operations Center

Eric Hemphill, Director of Traffic and Incident Management, presented staff's recommendation that the Board approve the contract extension with Southwest Research Institute for Active ITS traffic management software for the Safety Operations Center and responded to questions from the Board.

Chairman Mahalik entertained a motion to approve item 9. Director Kamp made a motion to approve the item, and Director Knight seconded the motion. The motion was approved unanimously. (Resolution No. 20-119)

10. FY2021 Final NTTA System Budget approval

Horatio Porter, Chief Financial Officer, presented staff's recommendation that the Board approve the FY2021 final NTTA System Budget and responded to questions from the Board.

Chairman Mahalik entertained a motion to approve item 10. Director Knight made a motion to approve the item, and Director Haddad seconded the motion. The motion was approved unanimously. (Resolution No. 20-120)

11. 2021 annual work authorizations:

- A. Maintenance Management Consultant
- B. General Engineering Consultant
- C. Program Management Consultant
- D. Construction Engineering Consultant
- E. Collection agencies

Elizabeth Mow, Assistant Executive Director of Infrastructure, presented staff's recommendation that the Board approve the 2021 annual work authorizations for Maintenance Management Consultant, General Engineering Consultant, Program Management Consultant, and Construction Engineering Consultant and responded to questions from the Board.

Chairman Mahalik entertained a motion to approve items 11A through D. Vice Chair Willard made a motion to approve the items, and Director Kamp seconded the motion. The motion was approved unanimously. (Resolution Nos. 20-121 through 20-124)

Gio Rodriguez, Director of Contact Center and Collections, presented staff's recommendation that the Board approve the 2021 annual work authorization for collection agencies and responded to questions from the Board.

Chairman Mahalik entertained a motion to approve item 11E. Director Haddad made a motion to approve the item, and Director Kamp seconded the motion. The motion was approved unanimously. (Resolution No. 20-125)

12. IT refresh, license renewal, and maintenance for the following:

- A. Application hard drives
- B. Security external firewall
- C. ServiceNow
- D. Virtualization software for servers
- E. Microsoft licenses
- F. PeopleSoft Support contract extension

Juhi Chawla, Director of Information Technology, presented staff's recommendation that the Board approve the IT refresh, license renewal, and maintenance for application hard drives, security external firewall, ServiceNow, virtualization software for servers, Microsoft licenses, and PeopleSoft support contract extension and responded to questions from the Board.

Chairman Mahalik entertained a motion to approve items 12A through F. Vice Chair Willard made a motion to approve the items, and Director Gravley seconded the motion. The motion was approved unanimously. (Resolution Nos. 20-126 through 20-131)

13. COVID response contract changes

Elizabeth Mow, Assistant Executive Director of Infrastructure, presented staff's recommendation that the Board approve the COVID response contract changes and responded to questions from the Board.

Chairman Mahalik entertained a motion to approve item 13. Director Haddad made a motion to approve the item, and Director Kamp seconded the motion. The motion was approved unanimously. (Resolution No. 20-132)

## **BRIEFINGS AND REPORTS**

14. Back Office System update

Juhi Chawla, Director of Information Technology, briefed the Board on the progress of the back office system and responded to questions from the Board.

15. Consolidated Monthly Performance Report

Horatio Porter, Sabu Stephen, and Elizabeth Mow briefed the Board on the Consolidated Monthly Performance Report and responded to questions from the Board.

16. Executive Director Report

- A. Contracts, supplements, and change orders not exceeding \$300,000.00 executed in October 2020

No comments were made under this item.

17. EXECUTIVE SESSION – Pursuant to chapter 551, subchapter D, Texas Government Code:


A. Section 551.071, to receive advice from legal counsel about pending or contemplated litigation and/or settlement offers or other legal matters, and Sections 551.076 and 551.089 regarding security devices:

1. Cyber update
2. Legislative update
3. Business continuity

Chairman Mahalik called the Board into executive session at 11:16 a.m. and reconvened the meeting into open session at 12:42 p.m. No final action, decision, or vote with regard to any matter was taken during the executive session.

18. Adjourn

The meeting was adjourned at 12:43 p.m.

  
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John Mahalik, Chairman

  
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Lorelei Griffith, Secretary