



CDTA COMMITTEE AGENDA
Board Operations Committee
Via Microsoft Teams & 110 Watervliet Avenue, Albany
Wednesday, March 12, 2025, at 9:15am

Committee Item	Responsibility
Call to Order	Jayne Lahut
Approve minutes of February 12, 2025	Jayne Lahut
Administrative Discussion Items	
• Review Committee Agendas	Everyone
• Advocacy Update	Mike Collins
• Personnel Matter*	Mike Collins
• CEO Search Update*	Jayne Lahut
Adjourn	Jayne Lahut
Next Meeting	
Wednesday, April 16, 2025, at 9:15am via Microsoft Teams and at 110 Watervliet Ave	

*Executive Session

Capital District Transportation Authority Board Operations Committee

Meeting Notes – February 12, 2025, at 9:15 am; 110 Watervliet Avenue, Albany

In Attendance: Jayme Lahut, Dave Stackrow, Michael Criscione, Mike Collins, Amanda Avery, Chris Desany, Jaime Kazlo, Emily DeVito

Meeting Purpose

Regular monthly meeting of the Board Operations Committee. Michael Criscione noted that a quorum was present. Minutes from the January 15, 2025, meeting was reviewed and approved.

Consent Agenda Item

Approve Designation of Michael P. Collins to Execute FTA Grant Applications

- It is a requirement by the Federal Transit Administration for the board's authorization designating a signatory for FTA grant awards.
- The resolution designates Mike Collins, our Interim CEO, as the person who the Board is naming to execute all FTA grant awards.
- A resolution to approve the designation of Michael P. Collins to execute FTA grant applications will be recommended to the board for approval.

Administrative Discussion Items

- We previewed agendas for the February committee meetings and for the February Board meeting.
- Mike Collins updated us on activities including some meaningful discussions with State legislators about a fee on automobile registrations for upstate residents that would serve as a potential continuing source of revenues in support of upstate transit systems. There is a comparable fee now that helps the MTA. Mike will give us an update on this later.
- We discussed sending a letter to the newly appointed FTA administrator, Mark Molinaro, introducing CDTA to him and offering to meet with him once he gets settled in Washington. As you know, Molinaro is a former Congressman who represented many counties south of the Capital District.
- Mike Collins updated the committee on 2 upcoming audits. One would be undertaken by the State Comptroller's Office regarding security on the Navigator app; the other audit is the Triennial Review conducted by the Federal Transit Administration. Every three years the FTA reviews 23 areas to ensure federal funds meet statutory and administrative requirements.
- We gave an updated on the CEO search and will update the entire board.

Next Meeting

Wednesday, March 12, 2025, at 9:15am via Microsoft Teams or at 110 Watervliet Avenue.