



Board of Directors Meeting Minutes for:

August 7, 2020

Special Called Meeting of the Board of Directors Transformation Initiative Kickoff Meeting Minutes

The Board of Directors of the Denton County Transportation Authority convened the Special Called Meeting of the Board of Directors Transformation Initiative Kickoff Meeting with Dianne Costa, Chair presiding on August 7, 2020 remotely using Zoom Meeting.

Attendance

Voting Members

Dianne Costa, Chair, Highland Village
TJ Gilmore, Vice Chair, Lewisville
Sam Burke, Secretary, Denton County
Chris Watts, Denton
Cesar Molina, Denton County

Non-voting Members

Tom Winterburn, Corinth
Carter Wilson, Frisco
Connie White, Small Cities
Mark Miller, Flower Mound

DCTA Executive Staff

Raymond Suarez, Chief Executive Officer
Kristina Holcomb, Deputy Chief Executive Officer
Marisa Perry, Chief Financial Officer/Vice President of Finance
Nicole Recker, Vice President of Mobility Services and Administration

Guest Speakers

Ryan Callison, Technology Analysis with Accenture
Scott Boone, Service Analysis with Accenture
Chris Newport, Project Manager, Org & Governance with Accenture
Rob Cohan, Engagement Executive with Accenture
Pari Sabety, Finance Analysis with Accenture
James Callison, PMO Consultant with Accenture
Dalia Leven, Service Analysis with Accenture

Other DCTA Staff Attendees

Lindsey Baker, Director of Government Affairs
Athena Forrester, Assistant Vice President of Regulatory Compliance/DBE Liaison
Ann Boulden, Director of Capital Development
Tim Palermo, Senior Regional Planner
Amanda Riddle, Senior Manager of Budget
Mackenzie Armendariz, Human Resources Manager
Rose Jerome, Project Controls Coordinator
Brandy Pedron, Executive Administrator

Public Attendees

Michael Levitt, Highland Village Alternate
Claire Powell, Lewisville Alternate
Paul Cristina, Denton County Alternate
Shannon Joski, Denton County Alternate
RJ Garza, NTMC Contract General Manager
Mayor Charlotte Wilcox
Brandi Bird, Bird Advocacy & Consulting

CALL TO ORDER – *Chair Costa called the meeting to order and announced the presence of a quorum at 8:31 am.*

TRANSFORMATION INITIATIVE KICKOFF

1. *Transformation Initiative Scope of Work and Project Management Approach – Accenture provided a presentation and overview of their approach to the 12-week Transformation Initiative, including phases of work, staff support needed, reporting and project management. DCTA Board was asked to determine the type of reporting structure they prefer throughout the duration of the project and provide staff directive regarding project management. The Transformation Initiative Original Scope of Work, Accenture Original Response, Accenture Best and Final Offer, and an addition to Scope of Work were provided to the Board for review in the Meeting Packet.*



- Cesar Molina noted concerns that the timeline is aggressive and moving too fast for a deep dive and thoughtful analysis of all the issues. Chris Newport responded that the concern is primary and the kick-off meetings with the individual board members will help drive that timeline and the timeline can be adjusted as needed.
- Brandy Pedron will be reaching out to each Board member to schedule 1:1 meetings with Accenture team.
- The Board requested that the Transformation Initiative item on future agendas be placed as an Action Item instead of a discussion item.

ADJOURN – Motion to adjourn the meeting was made and the meeting was adjourned at 9:54 a.m.

The minutes of the August 7, 2020 Special Called Meeting of the Board of Directors Transformation Initiative Kickoff Meeting were passed and approved by a vote on this 27th day of August 2020.

A handwritten signature in blue ink that reads "Dianne Costa".

Dianne Costa, Chair

ATTEST

A handwritten signature in black ink that reads "Sam Burke".

Sam Burke, Secretary