



MINUTES

VIRGINIA RAILWAY EXPRESS OPERATIONS BOARD MEETING

May 19, 2023

14700 Potomac Mills Road, Woodbridge, VA 22192

Members Present

*Sarah Bagley (NVTC) ‡
*Andrea Bailey (PRTC)
*Meg Bohmke (PRTC)
*Katie Cristol (NVTC)
*Margaret Franklin (PRTC)
*Monica Gary (PRTC)
*Lori Hayes (PRTC) ‡
*Jeanine Lawson (PRTC)
*Michael McLaughlin (VPRA)
*Ralph Smith (PRTC)
*James Walkinshaw (NVTC)

Jurisdiction

City of Alexandria
Prince William County
Stafford County
Arlington County
Prince William County
Stafford County
Spotsylvania County
Prince William County
Commonwealth of Virginia
City of Manassas
Fairfax County

Members Absent

Walter Alcorn (NVTC)
Matt Kelly (PRTC)
Alanna Mensing (PRTC)
Daniel G. Storck (NVTC)

Fairfax County
City of Fredericksburg
City of Manassas Park
Fairfax County

Alternates Present

Alternates Absent

Canek Aguirre (NVTC)
Victor Angry (PRTC)
Deborah Frazier (PRTC)
Libby Garvey (NVTC)
Jason Graham (PRTC)
Jeffrey C. McKay (NVTC)
Darryl Moore (PRTC)
Pam Sebesky (PRTC)
Emily Stock (DRPT)
Ann Wheeler (PRTC)
Pamela Yeung (PRTC)

City of Alexandria
Prince William County
Spotsylvania County
Arlington County
City of Fredericksburg
Fairfax County
City of Manassas Park
City of Manassas
Commonwealth of Virginia
Prince William County
Stafford County

*Voting Member

**Arrived/departed following the commencement of the Operations Board Meeting. Notation of exact arrival/departure time is included in the body of the minutes.

‡ Participated remotely via Webex in accordance with the Electronic Participation Policy

Staff and General Public

Karen Finucan Clarkson – VRE
Rich Dalton – VRE
John Duque – VRE
Sarah Higgins – VRE
John Kerins – Keolis
Lezlie Lamb – VRE
Steve MacIsaac – VRE Chief Counsel

Kate Mattice - NVTC
Kristin Nutter - VRE
Dallas Richards – VRE
Mark Schofield – VRE
Joe Stainsby - PRTC
Joe Swartz – VRE

Chair Walkinshaw called the meeting to order at 9:XX a.m.; the roll call followed.

Chair Walkinshaw stated Members Sarah Bagley and Lori Hayes requested approval to participate remotely. Ms. Bagley has made the request due to being out of town and Ms. Hayes made the request due to a conflict with another meeting. XX moved, with a second by XX to approve Ms. Bagley and Ms. Hayes participation by electronic means. The vote in favor was cast Members Bailey, Bohmke, Cristol, Franklin, Gary, Lawson, McLaughlin, Smith and Walkinshaw.

Safety Moment – 3

CEO, Rich Dalton briefed attendees on safety procedures and assigned specific tasks to qualified staff members in case of an emergency.

Approval of the Agenda - 4

XX moved, with a second by XX to approve the agenda. There was no discussion on the motion. The vote in favor was cast by Members Bagley, Bailey, Bohmke, Cristol, Franklin, Gary, Hayes, Lawson, McLaughlin, Smith, and Walkinshaw.

Approval of the Minutes of the April 21, 2023 VRE Operations Board Meeting – 5

XX moved, with a second by Ms. Cristol, to approve the Minutes from April 21, 2023. The vote in favor was cast by Members Bagley, Bailey, Bohmke, Cristol, Franklin, Gary, Hayes, Lawson, McLaughlin, Smith, and Walkinshaw.

Chair's Comments – 6

Chair Walkinshaw welcomed everyone to the May VRE Operations Board meeting. The Chair recognized Member Katie Cristol for her contributions to VRE as she prepares to leave elected office in July. Chair Walkinshaw highlighted Ms. Cristol's accomplishments while a member of the VRE Operations Board beginning in 2016. During her tenure, Ms. Cristol served as Secretary, Vice Chair and Chair. During her chairmanship, Ms. Cristol oversaw the implementation of Positive Train Control and the search for a new CEO. Ms. Cristol also championed several capital projects to include the Lifecycle Overhaul and Upgrade facility, several station improvement projects, and the procurement of twenty-one new railcars. Ms. Cristol has advanced a proposed intermodal connector between VRE's new Crystal City Station and Reagan National Airport. The Chair thanked Ms. Cristol for her service and presented her with a commemorative plaque.

Chair Walkinshaw reminded members of the System Plan workshop following the June 16th Operations Board meeting.

Chief Executive Officer's Report – 7

Mr. Dalton briefed the Operations Board on the following items of interest:

- Safety
- Performance
- Ridership
- Events
- Seasonal Schedule
- New Staff Introduction

Public Comment Time – 8

The Chair opened the floor for public comments. There were no speakers and no written comments had been submitted.

Action Items – 9

Recommend Authorization to Execute an Amendments for the Third Year of the First Option Period of the Contract for Maintenance Services for Commuter Rail – 9A

XX moved, with a second by XX, to recommend the Commissions authorize the Chief Executive Officer to execute an amendment to the Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC for the third year of the first option period.

The vote in favor was cast by Members Bagley, Bailey, Bohmke, Cristol, Franklin, Gary, Hayes, Lawson, McLaughlin, Smith, and Walkinshaw.

Recommend Authorization to Execute an Amendment for the Fourth Year of the Second Option Period of the Contract for Operating Services for Commuter Rail – 9B

XX moved, with a second by XX to recommend the Commissions authorize the Chief Executive Officer to execute an amendment to the contract for Operating Services for Commuter Rail with Keolis Rail Services Virginia, LLC for the fourth year of the second option period.

The vote in favor was cast by Members Bagley, Bailey, Bohmke, Cristol, Franklin, Gary, Hayes, Lawson, McLaughlin, Smith, and Walkinshaw.

Authorization to Execute a Contract Amendment for Construction Management Services for the Quantico Station Improvements – 9C

XX moved, with a second by XX to authorize the Chief Executive Officer to execute an amendment to the contract with Dewberry Engineers, Inc. for Construction Management services for the Quantico Station Improvements.

The vote in favor was cast by Members Bagley, Bailey, Bohmke, Cristol Franklin, Gary, Hayes, Lawson, McLaughlin, Smith, and Walkinshaw.

Recommend Authorization to Extend the Term of the Operating Access Agreement with Norfolk Southern – 9D

XX moved, with a second by XX, to authorize the Chief Executive Officer to execute a letter agreement to extend the current term of the Operating Access Agreement with Norfolk Southern Railway Company for one year, to expire on June 30, 2024.

The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Franklin, Hayes, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

[Ms. Cristol returned to the room at 9:59 a.m.]

Authorization to Offer Fare Free Travel on Fridays to All Riders for June 2023 to September 2023 – 9E

XX moved, with a second by XX to authorize the Chief Executive Officer to offer fare free travel on Fridays for all VRE Riders starting June 2, 2023 through September 1, 2023.

The vote in favor was cast by Members Bagley, Bailey, Bohmke, Cristol, Franklin, Gary, Hayes, Lawson, McLaughlin, Smith, and Walkinshaw.

Information Items – 10

Spending Authority Report – 10A

In April, the following purchases greater than \$50,000 but less than \$200,000 were made:

- On April 18, 2023, VRE issued a Purchase Order to FedTek, Inc. in the amount of \$52,241 for a three-year subscription for licensing and maintenance of VRE's Barracuda backup servers.
- On April 28, 2023, VRE issued a Task Order in the amount of \$174,349 to Keolis Rail Services Virginia under the Maintenance Services for Commuter Rail Operations contract to replace the safety markings on VRE's railcars. The scope of work for this Task Order requires Keolis to remove and replace the retroreflective film (orange/black striping) located on the B end of each of VRE's 21 cab control cars. Keolis will also remove and replace the retroreflective striping and signage that indicates the location of the rooftop emergency access locations on an additional 12 cars in the fleet.

Closed Session – 11

Pursuant to the Virginia Freedom of Information Act (Sections 2.2-3711.A(19) of the Code of Virginia), Vice Chair Bohmke moved, with a second by Mr. Smith that the VRE Operations Board convene a closed meeting for the purpose of discussing one matter involving plans to protect public safety as it relates to specific cybersecurity threats or vulnerabilities and actions taken to respond to such matters and related threats to public safety where discussion in an open meeting would jeopardize the safety of any person or the security of any facility, building, structure, information technology system, or software program.

The vote in favor was cast by Members Bagley, Bailey, Bohmke, Cristol, Franklin, Gary, Hayes, Lawson, McLaughlin, Smith, and Walkinshaw.

The VRE Operations Board convened its closed session at 9:23 a.m.

At 9:46 a.m. concluded closed session. Vice Chair Bohmke moved, with a second by Ms. Cristol, that the VRE Operations Board certifies that, to the best of each member's knowledge and with no individual member dissenting, at the just concluded Closed Session: 1. Only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed; and,

2. Only such public business matters as were identified in the motion by which the Closed Session was convened were heard, discussed or considered.

The vote in favor was cast by Members Bagley, Bailey, Bohmke, Cristol, Franklin, Hayes, Lawson, McLaughlin, Smith, and Walkinshaw.

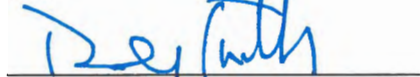
Members Time – 12

Approved this 21st day of July 2023



James Walkinshaw

Chair



Ralph Smith

Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the May 19, 2023 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Lezlie M. Lamb