



## MINUTES

### VIRGINIA RAILWAY EXPRESS OPERATIONS BOARD MEETING

October 20, 2023

14700 Potomac Mills Road, Woodbridge, VA 22192

#### **Members Present**

\*Sarah Bagley (NVTC)  
\*Meg Bohmke (PRTC)  
\*Monica Gary (PRTC)  
\*Takis Karantonis (NVTC)  
\*Matt Kelly (PRTC)  
\*Jeanine Lawson (PRTC)  
\*Michael McLaughlin (VPRA)  
\*Alanna Mensing (PRTC)  
\*Ralph Smith (PRTC)  
\*Daniel G. Storck (NVTC)  
\*James Walkinshaw (NVTC)

#### **Jurisdiction**

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

#### **Members Absent**

Andrea Bailey (PRTC)  
Margaret Franklin (PRTC)  
Lori Hayes (PRTC)

Prince William County  
Prince William County  
Spotsylvania 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**

Sara Allred – Fairfax County  
Alexander Buchanan – VRE  
Karen Finucan Clarkson – VRE  
Holly Cockrell - VRE  
Rich Dalton – VRE  
John Duque – VRE  
Anaya Farah – VRE  
Christine Hoeffner – VRE  
John Kerins - Keolis  
Lezlie Lamb – VRE  
Steve MacIsaac – VRE Chief Counsel  
Auke Mahar-Peirsma – Cardinal  
Infrastructure

Kate Mattice - NVTC  
Kristin Nutter – VRE  
Aimee Perron Seibert – Commonwealth  
Strategy Group  
Dallas Richards – VRE  
Nick Ruiz – VRE  
Mark Schnauffer – VPRA  
Mark Schofield – VRE  
Joe Stainsby - PRTC  
Alex Sugatan - VRE  
Joe Swartz – VRE

Chair Walkinshaw called the meeting to order at 9:05 a.m.; the Pledge of Allegiance and roll call followed.

[Mr. Storck arrived at 9:07 a.m.]

### **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**

Mr. Kelly moved, with a second by Mr. Karantonis, to approve the agenda as presented. There was no discussion on the motion. The vote in favor was cast by Members Bagley, Bohmke, Gary, Karantonis, Kelly, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

### **Approval of the Minutes of the September 15, 2023 VRE Operations Board Meeting – 5**

Vice Chair Bohmke moved, with a second by Mr. Kelly, to approve the Minutes from September 15, 2023, as corrected. The vote in favor was cast by Members Bagley, Bohmke, Gary, Karantonis, Kelly, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

### **Chair's Comments – 6**

Chair Walkinshaw welcomed everyone to the October VRE Operations Board meeting. The Chair noted the Finance Committee meeting scheduled to follow the Operations Board meeting. Chair Walkinshaw made two announcements related to November's Operations Board meeting: the Audit Committee is scheduled to meet with Auditors at 8:30 a.m. the morning of the Operations Board meeting; and, a formal group photo of the Board is also scheduled that morning.

### **Chief Executive Officer's Report – 7**

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

- |                                    |   |
|------------------------------------|---|
| ▪ VRE Safety Activities            | ▪ Ridership                             |
| ▪ VRE Participation at Clifton Day | ▪ Introduced VRE's new CAO, Anaya Farah |
| ▪ Performance                      |   |

### **Public Comment Time – 8**

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

### **Consent Item – 9**

Mr. Kelly moved, with a second by Ms. Gary, to approve the Consent Agenda.

#### **Ratification and Reapproval of Resolution Adopted in Electronic Meeting During Covid-19 Emergency – CEO Procurement Authorization and Contract Award Authorities – 9A**

The vote in favor was cast by Members Bagley, Bohmke, Gary, Karantonis, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

### **Action Items - 10**

#### **Authorization to Amend the GEC VIII Task Order for Construction Management Services for the Fredericksburg Station Rehabilitation Project – 10A**

Mr. Kelly moved, with a second by Vice Chair Bohmke, to authorize the CEO to amend a task order under the General Engineering Consulting Services Contract to STV, Incorporated for construction management services for the Fredericksburg Station Rehabilitation project. The vote in favor was cast by Members Bagley, Bohmke, Gary, Karantonis, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

#### **Authorization to Amend the GEC VIII Task Order for Construction Administration Services for the Fredericksburg Station Rehabilitation Project – 10B**

Mr. Kelly moved, with a second by Vice Chair Bohmke, to authorize the CEO to amend the task order under the General Engineering Consulting Services Contract to STV, Incorporated for construction administration services for the Fredericksburg Station Rehabilitation project. The vote in favor was cast by Members Bagley, Bohmke, Gary, Karantonis, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

#### **Authorization to Issue a GPC Task Order for Phase III of the System Plan 2050 Update – 10C**

Mr. Karantonis moved, with a second by Ms. Bagley, to authorize the CEO to issue a task under the General Planning Consulting Services Contract to STV, Incorporated for Phase III of the System Plan 2050 Update. The vote in favor was cast by Members Bagley, Bohmke, Gary, Karantonis, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

## Authorization to Execute a Sole Source Contract for Wabtec Positive Train Control Onboard TMC Upgrade to CPU 1900 – 10D

Vice Chair Bohmke moved, with a second by Mr. Bagley, to authorize the CEO to execute a sole source contract with Wabtec Railway Electronics for an upgrade to Positive Train Control onboard train management computers to CPU 1900. The vote in favor was cast by Members Bagley, Bohmke, Gary, Karantonis, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

## **Information Items – 10**

### Draft 2024 Legislative Agenda – 11A

Members of the Legislative Committee and staff sought direction from the full VRE Operations Board on development of the Draft 2024 Legislative Agenda. In November, the VRE Operations Board will be asked to recommend the final 2024 Legislative Agenda to the Commissions.

### FY 2025 Budget Update – 11B

VRE staff briefed the VRE Operations Board on the status of development of the FY 2025 VRE Operating and Capital Budget.

[Ms. Bagley left the room at 10:11 a.m.]

[Ms. Lawson left the meeting at 10:12 a.m.]

[Ms. Bagley returned to the meeting at 10:15 a.m.]

### System Plan 2050 Update: Refinement of 2030 Board-Recommended Service Alternative and Additional Information – 11C

VRE staff presented additional analysis performed on the Board-recommended 2030 service alternative presented at the System Plan workshop in June.

### Spending Authority Report – 11D

October's Spending Authority report outlined purchases greater than \$50,000 but less than \$200,000 made in September.

### Members Time – 12

Chair Walkinshaw discussed implementing a 360° CEO Review policy and indicated a resolution to formalize that policy would be presented in November.

Ms. Bagley thanked VRE staff and organizers for a successful Tour de VRE.

Mr. McLaughlin stated he is working to schedule meetings with VRE Operations Board Members about VPRA projects within their jurisdictions.

Mr. Storck noted the Tour de Mt. Vernon is scheduled for October 21<sup>st</sup>.

At the conclusion of Board Member time, Mr. Dalton requested VRE Operations Board Members watch for an email from VRE Human Resources requesting they complete a CEO/CLO Evaluation survey. The email will provide a link to the survey.

The meeting adjourned at 11:04 a.m.

Approved this 17<sup>th</sup> day of November 2023

<Signature on file>\_\_\_\_\_

James Walkinshaw  
Chair

<Signature on file>\_\_\_\_\_

Ralph Smith  
Secretary

#### CERTIFICATION

This certification hereby acknowledges the minutes for the October 20, 2023 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Lezlie M. Lamb