

**Monitoring Report:  
Communication and Support to the Board (Policy 2.9)  
Monitoring Period: Jan 2024 – Dec 2025**

**Board of Directors Meeting Review Date: March 19, 2026**

<b>INFORMATION TYPE</b>
Monitoring
<b>RECOMMENDED ACTION(S)</b>
<p>That the Board review this monitoring report and consider accepting it as:</p> <p>(A) a reasonable interpretation for <b>all</b> policy items and that the evidence demonstrates compliance with the interpretations.</p> <p>(B) a reasonable interpretation for all policy items and that the evidence demonstrates compliance with the interpretations, except for the CEO’s stated non-compliance with item(s) x .x, which the Board acknowledges and accepts the proposed dates for compliance.</p> <p>(C) 1. For policy items x.x.x – there is evidence of compliance with a reasonable interpretation  2. For policy items x.x.x – the interpretation is not reasonable  3. For policy items x.x.x – the interpretation is reasonable, but the evidence does not demonstrate compliance  4. For policy items x.x.x – the Board acknowledges and accepts the CEO’s stated non-compliance and the proposed dates for compliance</p>
<b>PRIOR RELEVANT BOARD ACTIONS &amp; POLICIES</b>
<p>Monitoring Reports are a key Policy Governance tool to assess organizational/CEO performance in achieving Ends (1.0) within Executive Limitations (2.0). A Policy-Governance-consistent Monitoring Process is:</p> <ol style="list-style-type: none"> <li>1. CEO sends Monitoring Report to all board members</li> <li>2. At Board meeting, board accepts Monitoring Report through majority vote (or if not acceptable, determines next steps)</li> </ol>
<b>ISSUE SUMMARY</b>
<p>TheRide’s Board of Directors establish policies that define what methods are unacceptable to use to achieve expected results, called Executive Limitations. This monitoring report provides the CEO’s interpretations of those policies, evidence of achievement, and an assertion on compliance with the Board’s written goals. As with</p>

other monitoring reports, the Board decides whether the interpretations are reasonable, and the evidence is convincing.  
Per Appendix A of the Board Policy Manual, this report was scheduled for monitoring in March and was submitted in March.

I certify that the information is true and complete, and I request that the Board accept this as indicating an acceptable level of compliance.

**CEO's Signature**










**Date**









3/9/2026



**ATTACHMENTS**

1. Monitoring report for Communication and Support to the Board (Policy 2.9)


## Table of Contents

POLICY TITLE: COMMUNICATION & SUPPORT TO THE BOARD	Pg #	Comp.
2.9 The CEO will not permit the Board to be uninformed or unsupported in its work. Further, without limiting the scope of the foregoing by this enumeration, the CEO shall not:	6	
2.9.1 Withhold, impede, or confound information relevant to the Board's informed accomplishment of its job.	7	
2.9.1.1 Neglect to submit monitoring data required by the Board in Board-Management Delegation policy "Monitoring CEO Performance" in a timely, accurate and understandable fashion, directly addressing provisions of Board policies being monitored, and including CEO interpretations consistent with Board-Management Delegation policy "Delegation to the CEO," as well as relevant data.	8	
2.9.1.2 Allow the Board to be unaware of any actual or anticipated noncompliance with any Ends or Executive Limitations policy, regardless of the Board's monitoring schedule.	9	
2.9.1.3 Allow the Board to be without decision information required periodically by the Board, including the agency and situational context and implications for a decision.	10	
2.9.1.4 Present information in unnecessarily complex or lengthy form or in a form that fails to differentiate among information of three types: monitoring, decision preparation, and other.	11	
2.9.1.5 Let the Board be unaware of material internal changes, including changes in policy interpretation, significant reputational, legal, political, or financial risks, developments that have significant negative implications for the budget, threatened or pending lawsuits, relevant trends and any other incidental information requested by the Board. Incidental information includes: A. operational and financial performance metrics B. customer satisfaction metrics, C. quarterly budget to actual financial reports, D. timely notification of execution of budgeted items over \$250,000. E. unbiased information on industry norms for CEO	12	

<p>compensation at least every two years.</p> <p>F. advance notification of intended changes to staff rules (unionized or non-unionized), procurement manual, benefits, or compensation structure.</p> <p>G. CEO's personal expense report to the Governance Committee of the Board at least quarterly, with explicit notation of the expenses of any other employee which benefited the CEO, aside from group expenses where the CEO's participation was incidental.</p> <p>H. Annually, a presentation to the Board about relevant emerging trends and technologies with applicability to the transit authority and its services, and innovations trialed or introduced to Authority operations over the past year.</p> <p>I. Strategic context.</p>		
2.9.1.6 Allow the Board to be unprepared to be responsive to community concerns or public questions.	14	
2.9.1.7 Let the Board be unaware if, in the CEO's professional opinion, the Board or individual Board members may not be in compliance with the Board's own policies on Governance Process and Board-Management Delegation, particularly in the case of Board behavior that could be detrimental to the agency's reputation or the working relationship between the Board and the CEO.	15	
2.9.2 Withhold from the Board and its processes logistical and clerical assistance.	16	
2.9.2.1 Allow the Board to be deprived of a workable, user-friendly mechanism for official Board, officer, or committee communications.	17	
2.9.2.2 Allow the Board to be deprived of pleasant, productive and efficient settings and arrangements for Board and committee meetings.	18	
2.9.2.3 Hinder access to the Board for any person who alleges unethical or unlawful action or circumstance in the organization or by its representatives.	19	
2.9.2.4 Neglect to transfer policy updates to the official record of the Board's Policy Manual in a timely manner.	20	
2.9.3 Impede the Board's holism, misrepresent its processes and role, or impede its lawful obligations.	21	

<p>2.9.3.1 Interact with the Board in a way that favors or privileges certain Board members over others, except when (a) fulfilling individual requests for information or (b) responding to officers or committees duly charged by the Board.</p>	<p>22</p>	
<p>2.9.3.2 Neglect to supply for the Required Approvals agenda all items delegated to the CEO, yet required by law, regulation, or contract to be Board-approved, along with the applicable monitoring information.</p>	<p>23</p>	

 Fully Compliant

 Non-Compliant

## Preliminary CEO Interpretations and Evidence

### **POLICY 2.9**

The CEO will not permit the Board to be uninformed or unsupported in its work. Further, without limiting the scope of the foregoing by this enumeration, the CEO shall not:

### **Degree of Compliance:**

Not compliant 

### **Interpretation**

#### Measure/Standard & Level of Achievement

Compliance with policies 2.9.1 – 2.9.3 will demonstrate compliance with this policy.

#### Rationale

This is reasonable because the Board has fully articulated its expectations in the policies below.

**Inform:** Policy 2.9.1 provides evidence that the Board receives clear, sufficient, and relevant information to support effective decision-making. Further, Policy 2.9.3 provides compliance information on timely submissions of required approvals.

**Support:** Policy 2.9.2 provides evidence of clerical, logistical, legal, and policy governance assistance.

### **Evidence**

**Source of Data:** Lower-level policies

**Date of Data Review:** 02/09/2026 as verified by Corporate Strategy and Performance Officer

**Data:** Policies 2.9.1.1 and 2.9.2.3 are not compliant and hence this policy is not compliant. Compliance timelines are provided in respective policies.

**POLICY 2.9.1**

Withhold, impede, or confound information relevant to the Board's informed accomplishment of its job.

**Degree of Compliance:**

Not Compliant 

**Interpretation**Measure/Standards & Achievement

Compliance with policies 2.9.1.1 – 2.9.1.7 will demonstrate compliance with this policy.

Rationale

This is reasonable because the Board has fully articulated its expectations in lower-level policies.

More specifically, Policy 2.9.1.1 provides evidence of timely, accurate, and understandable monitoring reports. Additionally, timely notifications are provided when requirements cannot be met (2.9.1.2). Further, Policy 2.9.1.3 and 2.9.1.4 provides evidence of staff providing relevant, organized information and concise briefs designed for simple comprehension, and material internal information necessary for the Board to address community concerns (2.9.1.6) and to do its job as established in Governance Process and Board-Management Delegation policies (2.9.1.7).

**Evidence**

**Source of Data:** Low-level policy compliance

**Date of Data Review:** 02/09/2026 as verified by Corporate Strategy and Performance Officer

**Data:** Policy 2.9.1.1 are not compliant and hence this policy is not compliant. See policy for a compliance timeline.

**POLICY 2.9.1.1**

Neglect to submit monitoring data required by the Board in Board-Management Delegation policy “Monitoring CEO Performance” in a timely, accurate and understandable fashion, directly addressing provisions of Board policies being monitored, and including CEO interpretations consistent with Board-Management Delegation policy “Delegation to the CEO,” as well as relevant data.

**Degree of Compliant**

**Not Compliant** ●

**Interpretation**

Measure/Standard & Level of Achievement

Compliance will be demonstrated when:

- A. 90% of monitoring reports are submitted for the Board’s consideration on the schedule determined by the Board in Appendix A of the Policy Manual.
- B. 100% of monitoring reports include a signed attestation from the CEO attesting the accuracy of the information, and
- C. Board minutes show no records of the Board not accepting a monitoring report because information was not factually correct, or did not provide evidence of reasonable interpretations for each policy item.

Rationales

This is reasonable because:

- A. Timeliness can be objectively determined by comparing the scheduled date of submission with the actual date of submission. 90% is a reasonable degree of compliance as operational needs and staffing limitations sometimes impact development and submission of reports.
- B. Attestation clarifies the CEO’s accountability for the accuracy of the information. While inaccurate information can sometimes does appear in reports, the CEO’s accountability encourages quick corrections.
- C. The comprehensibility and comprehensiveness of reports is determined by the full Board and not individual Board members. The board records its decision in the minutes, which is the official record of the board’s assessment of the monitoring report.

Communication and Support to the Board (Policy 2.9)

<b>Evidence</b>
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**Source of Data:** Monitoring report data and Board minutes.

**Date of Data Review:** 02/09/2026 as verified by Corporate Strategy and Performance Officer

**Data:**

- A. 68% of the reports were on time. Therefore the CEO notes this policy as non-compliant.
- B. 100% of reports included a signed CEO attestation
- C. 100% of the monitoring reports were accepted and there were no records of the Board concluding that reports were unclear or included inaccurate information.

**Compliance Timeline:**

The CEO expects to achieve compliance in the next monitoring period.

**POLICY 2.9.1.2**

Allow the Board to be unaware of any actual or anticipated noncompliance with any Ends or Executive Limitations policy, regardless of the Board's monitoring schedule

**Degree of Compliance**

**Compliant** ●

**Interpretation**

Measure/Standards & Achievement

Compliance with this policy will be demonstrated when there are no documented Board concerns that the CEO has not notified the Board, its officers, or other delegates in an appropriate manner and within a reasonable time after the CEO becomes aware that noncompliance has occurred or is likely to occur.

Rationale

This is reasonable as noncompliance may not be important enough for the board to be concerned between monitoring periods, and noncompliance may not be apparent until the report is being prepared.

**Evidence**

**Source of Data:** Board meeting minutes

**Date of Data Review:** 1/30/2026 as verified by the Executive Administrative Assistant

**Data:**

A review of meeting minutes found no records that the Board had raised concerns with the reporting of noncompliance.

**POLICY 2.9.1.3**

Allow the Board to be without decision information required periodically by the Board, including the agency and situational context and implications for a decision.

**Degree of Compliance**

**Compliant** ●

**Interpretation**

Measure/Standards & Achievement

Compliance with this policy will be demonstrated when a review of Board meeting minutes and board packet confirms that

- A. Board decisions have been supported by relevant and/or requested support material; and
- B. There is no record in the minutes that the Board determined that any of its decisions were impaired or unreasonably delayed by the lack of adequate information for which staff were responsible. This applies only to decisions the Board has reserved for itself (i.e., changes to policies, tax rates, or fares; accepting monitoring reports; approving collective bargaining agreements, annual budgets, CEO compensation, real estate transactions, and Costs of Governance (3.8.3)).

Rationale

- A. This is reasonable because the Board has identified each decision that it has reserved for itself and for which it may require information. All other decisions are delegated to the CEO (4.3.3) and not covered by this policy. Staff can anticipate and prepare information for Board decisions. Challenges or delays with such decisions should appear in the minutes and no Board decision should be undermined by lack of information, although reasonable delays may be acceptable to the Board.
- B. It is reasonable to use the full Board to judge adequacy of the information as the policy refers to “the Board” rather than board members, and staff cannot write for 10 separate preferences. The CEO as also already been authorized by the Board to disregard individual preferences under certain circumstances (4.1.2).

**Evidence**

**Source of Data:** Board meeting minutes

**Date of Data Review:** 1/30/2026 as verified by Executive Administrative Assistant

**Data:**

- A. Review of Taskforce, Committee and Board meeting minutes indicate that relevant material was provided to support the Board in making decisions. There was no findings of the Board indicating inadequate provisions.
- B. There were no records of unreasonable delays or concerns with the quality or timing of information from staff in support of Board decisions.

**POLICY 2.9.1.4**

Present information in unnecessarily complex or lengthy form or in a form that fails to differentiate among information of three types: monitoring, decision preparation, and other.

**Degree of Compliance**

Compliant 

**Interpretation**

Measure/Standards & Achievement

Compliance with this policy will be demonstrated when:

- A. Concise summary briefs (max 5 pages) accompany 95% of agenda items in all board and committee meeting packets,
- B. A review of meeting minutes finds no records of the Board determining that summary information was complex or lengthy, and
- C. Agenda items are labeled as M (Monitoring), D (Decision preparation) or O (Other)

Rationale

This is reasonable because:

- A. Short briefing force summarization, and 95% is reasonable because most items should have such summaries unless the accompanying information is so self-explanatory that a summary is not needed,
- B. It is the Board as a whole rather than individual members that judge clarity as staff cannot be expected to write for 10 different individual preferences.
- C. The policy requests that information is provided in this manner.

**Evidence**

**Source of Data:** Board meeting packets

**Date of Data Review:** 1/30/2026 as verified by Executive Administrative Assistant

**Data:**

- A. 100% of agenda items included an Issue Brief summary – 158agenda items were reviewed that would require an issue brief and 158 of those included one. None of the issue briefs were longer than 5 pages. Most were less than 3 pages.

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- B. A review of meeting minutes found no records that the Board found deficiencies with the clarity or length of information presented by staff.
  - C. 100% of agenda items were labeled M, D, or O.

### **POLICY 2.9.1.5**

Let the Board be unaware of material internal changes, including changes in policy interpretation, significant reputational, legal, political, or financial risks, developments that have significant negative implications for the budget, threatened or pending lawsuits, relevant trends and any other incidental information requested by the Board.

Incidental information includes:

- A. operational and financial performance metrics
- B. customer satisfaction metrics,
- C. quarterly budget to actual financial reports,
- D. timely notification of execution of budgeted items over \$250,000.
- E. unbiased information on industry norms for CEO compensation at least every two years.
- F. advance notification of intended changes to staff rules (unionized or non-unionized), procurement manual, benefits, or compensation structure.
- G. CEO's personal expense report to the Governance Committee of the Board at least quarterly, with explicit notation of the expenses of any other employee which benefited the CEO, aside from group expenses where the CEO's participation was incidental.
- H. Annually, a presentation to the Board about relevant emerging trends and technologies with applicability to the transit authority and its services, and innovations trialed or introduced to Authority operations over the past year.
- I. Strategic context.

### **Degree of Compliance**

Compliant 

### **Interpretation**

I define material changes to mean emergent risks significant enough to affect the agency's ability to pursue its goals or policy compliance. This includes: legal jeopardy or lawsuits, political risks, financial/budgetary risks, and any other information the CEO deems pertinent. It does not include all issues that may be of interest, or the multitude of small challenges experienced in regular business operations. The CEO can use their professional judgement in judging the risks, and when and how to transmit the information.

### **Measure/Standards & Achievement**

Compliance with this policy will be demonstrated when

- (A-C) Operational, financial performance and customer satisfaction metrics, budget to-actuals are reported in quarterly reports published in regular board packets.

Communication and Support to the Board (Policy 2.9)

- D. The Board is notified within two months of expenditures on single purchases over \$250,000.
- E. The Chair or Governance Committee is provided with information on CEO compensation, including relevant comparable, every even year.
- F. The Board is notified of changes to union contracts, staff handbooks, procurement manual, or compensations and benefit programs within two months.
- G. The Governance Committee is provided with CEO expenses quarterly.
- H. An innovation presentation is provided to the board annually.
- I. Discussions and decisions are placed within a multi-year context addressing opportunities, trade-offs, priorities, longer-term goals, and risks.

Additionally,

- J. Overall, there are no records in board or committee meetings that indicate that the Board, or its officers, felt uninformed of key risk information in a timely manner if the CEO was aware of that information.

### Rationales

This is reasonable because:

- A.- I. This is what the Board has requested, and the timelines are realistic within organizational resources and Board's expectations.
- J. This additional review ensures that beyond the information requested by the Board, there are no other instances where the Board has felt uninformed or unaware of key information.

### **Evidence**

**Source of Data:** Board and Committee packets and minutes, internal emails

**Date of Data Review:** 1/30/2026 as verified by CEO, Executive Administrative Assistant and the DCEO of Finance and Administration

### **Data:**

(A-C) All quarterly reports were provided to the Board.

- D. A review of Board meeting packets demonstrates that staff informed the Board of contracts above \$250,000 as part of the CEO report.
- E. A review of emails demonstrates that the CEO provided compensation information to the Chair in 2024.
- F. There were no changes in staff rules (union contract or non-union handbook), procurement manual, compensation and benefits structures during the monitoring period.

- G. All quarterly CEO expense reports were provided to the Governance Committee.
- H. The CEO provided an innovation presentation to the Board in March 2024 and February 2025.
- I. There are no documented concerns from the Board that the CEO has failed to place discussions and decisions within a multi-year context addressing opportunities, trade-offs, priorities, longer-term goals, and risks.
- J. There were no records indicating that the Board or its officers felt uninformed of key risk information

**POLICY 2.9.1.6**

Allow the Board to be unprepared to be responsive to community concerns or public questions.

**Degree of Compliance**

Compliant 

**Interpretation**

Measure/Standards & Achievement

Compliance with this policy will be demonstrated when a review of Board minutes finds no records that the Board was left without staff assistance in responding to community comments.

Rationale

This is reasonable as the Board may want assistance in providing information. The limitation to the full Board is reasonable to avoid conflict with 4.1.2 which allows the CEO to defer requests for information from individuals.

**Evidence**

**Source of Data:** Board minutes

**Date of Data Review:** 1/30/2026 as verified by Executive Administrative Assistant

**Data:**

A review of Board minutes found no requests for assistance in responding to community comments.

**POLICY 2.9.1.7**

Let the Board be unaware if, in the CEO's professional opinion, the Board or individual Board members may not be in compliance with the Board's own policies on Governance Process and Board-Management Delegation, particularly in the case of Board behavior that could be detrimental to the agency's reputation or the working relationship between the Board and the CEO.

**Degree of Compliance**

Compliant 

**Interpretation**

Measure/Standards & Achievement

Compliance will be demonstrated when the CEO provides notice to the board as a whole, or to the board chair when it concerns an individual board member of instances of noncompliance with the Board's own policies (3.0-4.4) in instances of serious or repeated lapses of non-compliance or where earlier interventions have proven ineffective.

Rationales

This is reasonable because the policy already explicitly defers to the CEO's personal judgment as the key judgment factor. Compliance and degree of risk can be subjective, and over-reporting can lead to interpersonal conflict which can be counterproductive. The CEO witnesses minor lapses regularly and chooses to treat them as learning opportunities, especially if intentions are in good faith and public reporting could undermine constructive development of board capacity.

**Evidence**

**Source of Data:** Board meeting minutes

**Date of Data Review:** 3/9/2026 as verified by the CEO

**Data:**


The CEO attests that they are satisfied that, in their professional opinion, they have reported all concerns regarding behavior in a constructive manner. There were no instances of the CEO feeling it necessary to report any behaviors as serious.

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**POLICY 2.9.2**

Withhold from the Board and its processes logistical and clerical assistance.

**Degree of Compliance**

Not Compliant 

**Interpretation**

Measure/Standards & Achievement

Compliance with this policy will be demonstrated when

- A. Policies 2.9.2.1-2.9.2.4 are compliant.
- B. The Board and its delegates raise no concerns about obtaining access to clerical support from the Executive Administrative Assistant to the CEO or other staff.

Rationale

This interpretation is reasonable because the Board has fully articulated its expectations in 2.9.2.1-2.9.2.4, except for clerical support.

**Evidence**

**Source of Data:** Lower-level policies and Board meeting minutes

**Date of Data Review:** 1/30/2026 as verified by Executive Administrative Assistant, CEO

**Data:**

- A. Policy 2.9.2.3 was not compliant; therefore this policy is not compliant.
- B. A review of Board minutes by the Executive Administrative Assistant finds no concerns expressed by the Board or its delegates pertaining to clerical support. The CEO attests that they are not aware of any concerns with the level of clerical support.

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**POLICY 2.9.2.1**

Allow the Board to be deprived of a workable, user-friendly mechanism for official Board, officer, or committee communications.

**Degree of Compliance**

Compliant 

**Interpretation**

Measure/Standards & Achievement

Compliance with this policy will be demonstrated when staff circulate, to the Board, contact lists of each board member with their phone numbers and email addresses. The sheet will be updated whenever needed and circulated when board members change or upon request.

Rationale:

This is reasonable as it allows Board members direct access to its officers or fellow committee members and/or board members without relying on staff to make those connections each time a need arises. Staff and logistical support are addressed elsewhere in the policy.

**Evidence**

**Source of Data:** Emails to Board members

**Date of Data Review:** 1/30/2026 as verified by Executive Administrative Assistant

**Data:**

A review of emails found that the board member contact sheet was circulated in 4/5/2025, 3/4/2025 and 1/25/2024

**POLICY 2.9.2.2**

Allow the Board to be deprived of pleasant, productive and efficient settings and arrangements for Board and committee meetings.

**Degree of Compliance**

Compliant 

**Interpretation**

Compliance with this policy will be demonstrated when

- A. A review of Board minutes finds no records of Board dissatisfaction with meetings. This includes:
  - a. Staff and professional support for scheduling, reservations, paperwork, audiovisual technology etc.,
  - b. Applicable reading material and agendas are provided in advance,
  - c. Locations (physical or virtual) that are easily accessible to transit riders and professionally appointed.
- B. All Board meetings comply with the Open Meetings Act (OMA) provisions regarding notice of meetings and posting of agendas.

Rationale

This is reasonable because the Board can note in Board meetings of any collective dissatisfaction with meeting arrangements. Further, compliance with the OMA may be necessary for decisions to be legal and staff can handle the compliance steps necessary.

**Evidence**

**Source of Data:** Board meeting minutes

**Date of Data Review:** 1/30/2026 as verified by Executive Administrative Assistant

**Data:** A review of board meeting records indicate that:

- A. No records of the Board expressing dissatisfaction with meetings arrangements were found.
- B. There were no violation of the Open Meeting Act found.

### **POLICY 2.9.3**

Hinder access to the Board for any person who alleges unethical or unlawful action or circumstance in the organization or by its representatives.

### **Degree of Compliance**

Not Compliant 

### **Interpretation**

#### Measure/Standards & Achievement

Compliance with this policy will be demonstrated when:

- A. The CEO does not limit any person from speaking during the Board public comment period, and
- B. A mechanism for staff whistleblowing exists, is well known to staff and is easily accessible.

#### Rationale

This is reasonable because

- A. *Any person* can speak directly to the Board during public comment periods.
- B. *Any person* with information of malfeasance could reasonably include staff, so a mechanism for staff whistleblowing should exist.

### **Evidence**

**Source of Data:** Board meeting minutes and whistleblowing

**Date of Data Review:** 1/30/2026 as verified by Executive Administrative Assistant, Human Resources Manager

#### **Data:**

- A. A review of Board meeting minutes finds no attempts by the CEO to prevent anyone from speaking during the public comment period.
- B. A review of staff whistleblower practices found that between the period of January 2024 and November 2024, the agency had no whistle blower policy. However, one was implemented and has remained effective as of December 2024 to date. Due to the period where such a policy was non-existent, the CEO notes non-compliance with this policy.

**Compliance Timeline:** Compliance was achieved on Dec 2<sup>nd</sup>, 2024.

**POLICY 2.9.4**

Neglect to transfer policy updates to the official record of the Board’s Policy Manual in a timely manner.

**Degree of Completion**

Compliant 

**Interpretation**

Measure/Standards & Achievement

Compliance with this policy will be demonstrated when, within two months, any approved changes to the Policy Manual are made to the document, posted on TheRide’s website, circulated electronically to Board members and amendments recorded in Policy Manual Appendix E.

Rationale

This interpretation is reasonable as two months is adequate for staff to update the manual under normal circumstances.

**Evidence**

**Source of Data:** Board meeting records

**Date of Data Review:** 1/30/2026 as verified by Executive Administrative Assistant

**Data:**

Meeting minutes and records confirm that all approved changes were updated in Appendix E of the Board Policy Manual. Following each revision, the Board received an electronic copy, and the online manual was updated within one month. Hard copies were provided upon request. Documented changes during this period are as follows:

Date:	Changes
6/20/2024	3.2: Board Description 3.7.2(a) (b): Board Committee Structure
7/18/2024	1.1.3: New Ends policy
11/21/2024	2.7.2: Asset protection redundancy with 2.5.3 addressed
1/23/2025	Updated the monitoring schedule (Appendix A) Updated language in policy 2.1.3: Treatment of the traveling public.
2/20/2025	Updated language in policy 2.1.2, 2.1.3.1: Treatment of the traveling public.
6/19/2025	3.8.1.1: Cost of Governance
8/21/2025	3.2.13: Board Job Description Updated Appendix B added guidance on reasonable interpretation.

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**Policy 2.9.3**

Impede the Board's holism, misrepresent its processes and role, or impede its lawful obligations

**Degree of Completion**

Compliant 

**Interpretation**

Measure/Standards & Achievement

Compliance with this policy will be demonstrated when

- A. Policy 2.9.3.1 and 2.9.3.2 are compliant,
- B. There are no records indicating that a majority of the Board felt that the CEO had impeded Board holism by requesting Committee and Taskforces, or their chairs to make decisions that rightfully belong to the whole Board,
- C. There are no records indicating that the Board felt that the CEO had published or presented any information that contradicts the Board's roles and processes as stated in the Governance Policies or the Board-Management Delegation Policies.
- D. There are no records of the Board raising concerns that CEO or staff actions are inhibiting the Board in a general manner.
- E. Agents of the Board (auditors, legal counsel, etc.,) certify that they have seen no examples of staff impeding board-sponsored work. Staff can request reasonable delays to accommodate the workload.

Rationale

This is reasonable because none of the Board's needs should ever be prevented by staff, the Board and its agents are best positioned to determine whether staff actions are in any way impeding the Board's role, and staff may need time to accommodate requests without affecting business operations. Further, while individual Board members may not always be satisfied, these interpretations rest on whether the Board as a whole deems a transgression to have occurred.

**Evidence**

**Source of Data: Lower-Level Policies**

**Date of Data Review:** See below

**Data:**

- A. Policies 2.9.3.1 and 2.9.3.2 are compliant.

- B. A review of Board, Taskforce and Committee minutes and/or decisions (1/30/2026, Executive Administrative Assistant) found no instances where concerns of staff impeding Board holism were raised.
- C. A review of Board, Taskforce and Committee minutes (1/30/2026), Executive Administrative Assistant) found no instance where the Board raised concerns that the CEO had presented any information that contradicted the Board's role and processes as set in Governance Process Policies and the Board-Management Policies.
- D. A review of Board minutes (1/30/2026), Executive Administrative Assistant) shows no instances where the Board expressed concerns about staff involvement, or failure to achieve Board work in general.
- E. A review of the FY 2024 and 2025 audits (02/09/2026) Deputy CEO, Finance and Administration) confirm that the auditors reported no challenges working with staff to conduct the work. Corporate counsel has certified (02/09/2026) that they have seen no concerns with staff impeding any board-sponsored work or legal requirements

**POLICY 2.9.3.1**

Interact with the Board in a way that favors or privileges certain Board members over others, except when (a) fulfilling individual requests for information or (b) responding to officers or committees duly charged by the Board.

**Degree of Compliance**

Compliant 

**Evidence**

Measure/Standards & Achievement

Compliance with this policy will be demonstrated when a review of Board minutes finds no instances when the full Board has found that CEO or staff actions were biased for or against any individual board members (outside of allowances outlined above) that impacted the member's or board's ability to conduct their work.

Rationale

This interpretation is reasonable because the full Board is best situated to judge concerns from individual members as to whether the policy has been violated. No degree of personal favoritism is allowable.

**Interpretation**

**Source of Data:** Board meeting minutes

**Date of Data Review:** 2/4/2026 as verified by Executive Administrative Assistant

**Data:**

A review of meeting minutes found no discussion about violations of this policy and no suggestions of favoritism.

**POLICY 2.9.3.2**

Neglect to supply for the Required Approvals agenda all items delegated to the CEO, yet required by law, regulation, or contract to be Board-approved, along with the applicable monitoring information.

**Degree of Compliance**

Compliant 

**Evidence**

Measure/Standards & Achievement

Compliance with this policy will be demonstrated when

- A. The CEO provides and recommends decisions on all outside Required Approvals for the Board’s consideration. Those required approvals are listed below.
  - a. State operational funding (annual)
  - b. Agency safety plan (annual)
  - c. Title VI policies and plans (every three years)
- B. Places approval requests in the consent agenda in a manner that meets outside deadlines,
- C. Provides accompanying context or monitoring data as needed.

Rationale

It is reasonable for the CEO to make a recommendation that includes sufficient data (including but not limited to impact on Ends and Executive Limitations) as this supports the Board in reaching a final decision on the approvals. Providing approvals in a timely manner ensures that outside body deadlines are met.

**Interpretation**

**Source of Data:** Board meeting agendas and minutes

**Date of Data Review:** 2/4/2026 as verified by Executive Administrative Assistant

**Data:** A review of board agendas and minutes confirm the following:

	State Operating Grant	Public Transit Agency Safety Plan	Title VI
A) Did the CEO make a recommendation?	Yes – 1/25/2024, and 1/23/2025, Board Meeting Consent Agenda	Yes – 11/21/2024, and 10/16/2025, Board Meeting Consent Agenda	N/A. Reviewed every 3 years. Last review was in 2023. Next review will be in 2026.

B) Was the deadline met?	Yes	Yes	N/A
C) Was context accompanying required approval provided?	Yes – an issue brief was included and outlined the request for approval.	Yes – an issue brief was included and outlined the request for approval.	N/A

**Policy Trendlines**

LEGEND	
	<b>Policy is not compliant</b>
	<b>Policy is partially compliant</b> <i>(no longer used)</i>
	<b>Policy is compliant</b>

Policy	FY21	FY22	FY23	FY24	FY25
2.9					
2.9.1					
2.9.1.1					
2.9.1.2					
2.9.1.3					
2.9.1.4					
2.9.1.5					
2.9.1.6					
2.9.1.7					
2.9.2					
2.9.2.1					
2.9.2.2					
2.9.2.3					
2.9.2.4					
2.9.3					
2.9.3.1					
2.9.3.2					

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**Guidance on Determining “Reasonableness” of CEO Interpretations****Are the interpretations reasonable?**

An interpretation is reasonable if the following are provided,

1. a measure or standard,
2. a defensible rationale for the measure or standard,
3. a level of achievement necessary to achieve compliance and
4. a rationale for the level of achievement.

**Is evidence verifiable?**

Evidence is verifiable if there is

1. actual measurement/data,
2. the source of data and
3. the date when data was collected is provided.

**CEO Notes: (If Applicable)**

**Board's Conclusion on Monitoring Report**

**Board's conclusion after monitoring the report.**

Following the Board's review and discussion with the CEO, the Board finds that the CEO:

**(B) a reasonable interpretation for all policy items and that the evidence demonstrates compliance with the interpretations, except for the CEO's stated noncompliance with item(s) 2.9.1, 2.9.1.1, 2.9.2 and 2.9.2.3, which the Board acknowledges and accepts the proposed dates for compliance,**

**Board Notes: (If Applicable)**