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Working Session of the
Planning & Long-Term Vision Committee
of the Board of Trustees of the Utah Transit Authority
Wednesday, July 12, 2017, 12:30 – 2:00 p.m.
Frontlines Headquarters Building, Golden Spike Rooms, 669 West 200 South, Salt Lake City

Members of the public are invited to attend all committee meetings, and public comment may be taken at the discretion of the committee chair. If public comment is not taken at the committee meeting, the public will be able to review and provide comment via www.rideuta.com on all action items prior to the next full Board of Trustees meeting. If public comment is taken at the committee meeting, in order to be considerate of time and the agenda, comments will be limited to 2 minutes per individual, or 5 minutes for a spokesperson designated to represent a group.

Committee Members: *Charles Henderson, Committee Chair*
                          Cort Ashton   Bret Millburn
                          Necia Christensen

Agenda

Forward to Board:

1. Safety First Minute   Dave Goeres

2. Consent Agenda Items   Charles Henderson
    a. Approval of May 10, 2017 Meeting Report

3. 2040 Plan Development   Charles Henderson

4. Closed Session
    a. Discussion of the Purchase, Exchange, Lease or Sale of Real Property when Public Discussion would Prevent the Authority from Completing the Transaction on the Best Possible Terms.
    b. Strategy Session to Discuss the Character, Professional Competence, Physical or Mental Health of an Individual.
    c. Strategy Session to Discuss Collective Bargaining.
    d. Strategy Session to Discuss Pending or Reasonably Imminent Litigation.

5. Action Taken Regarding Matters Discussed in Closed Session   Charles Henderson

6. Liaison, Conference & External Committee Reports   Charles Henderson/
                                                                                 Jerry Benson

**7. Input & Date for the Next Committee Meeting**   Charles Henderson

8. Other Business   Charles Henderson

9. Adjourn

Safety is a state of mind – accidents are an absence of mind

July 2017

UTA
SAFETY & SECURITY

SAFETY FIRST
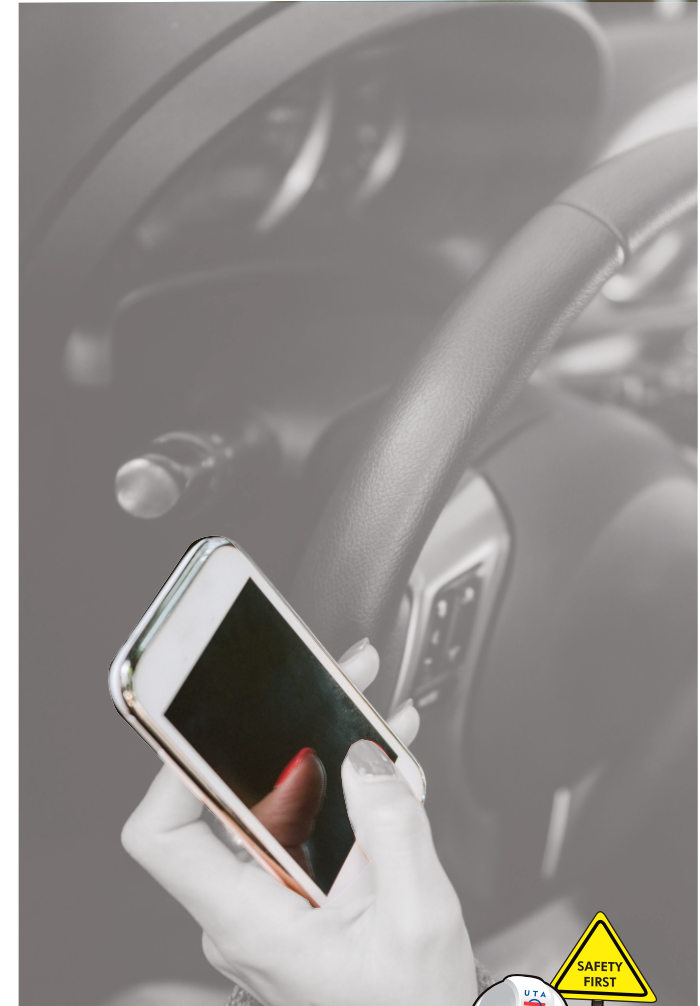
UTAH TRANSIT AUTHORITY BOARD OF TRUSTEES
Planning & Long-Term Vision Committee
Agenda Item Coversheet

DATE:	**July 12, 2017**
CONTACT PERSON:	**Charles Henderson, Chair**
SUBJECT:	**Planning & Long-Term Vision Committee Report approval**
BACKGROUND:	The Planning & Long-Term Vision Committee report of the meeting is attached for review and consideration of approval by the committee members
STRATEGIC FOCUS ALIGNMENT:	
LEGAL REVIEW:	N/A
EXHIBITS:	• 05-10-17 PLVT Meeting Report – Unapproved
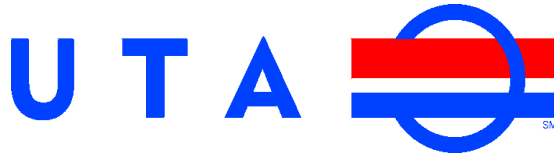
Minutes of the Planning & Long-Term Vision Meeting
of the Board of Trustees of the Utah Transit Authority (UTA)
Wednesday, May 10, 2017
FrontLines Headquarters, 669 West 200 South, Salt Lake City, UT

Committee Members:
Charles Henderson, Chair
Necia Christensen
Bret Millburn

Other Board Members in Attendance:
Jeff Acerson
Robert McKinley
Dan McConkie
Sherry Hall Everett
Brent Taylor (phone)
Karen Cronin

Trustees excused from this meeting included: Trustee Ashton & Trustee Walker

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Welcome

Chair Henderson called the meeting to order at 12:13pm with four trustees present and Trustee Taylor participating by phone.

1. **Safety First Minute (**Lamount Worthy)

Chair Henderson yielded the floor to Lamount Worthy, Video Security Administrator, for a safety message.

2. **Consent Agenda Items** (Charles Henderson)

    a. Approval of April 12, 2017 Meeting Report – Trustee Hall Everett made the motion to approve the minutes which was seconded by Trustee Millburn. Motion approved.

3. Board Workshop Pre-Visioning Session (Charles Henderson)
Chair Henderson yielded the floor to UTA staff, Alisha Garrett for explanation of the visioning process.
- June 2ⁿᵈ & 3ʳᵈ – Workshop Prep.
    - Alisha presented the Mini Workshop
        o Goal – let everyone know the process we are going through.
            o What goes into a vision and why that is important?
            o Goals and objectives which support the vision.
            o Best practices and what are other agencies doing.
        o The process
            o Vision/Strategic Priorities/Goals & Priorities
        o Why should you have a vision?
            o Getting the message and planting trees for shade in the future, convey looking forward.
            o What are the needs?
            o Population growth and preparing for that.

- o Data helps you see where you have been and how to move forward. What is the next frontier?
  - What happens without a vision?
    - o Misdirection, reactive, can't see beyond today, ineffective.
      - o Self-imposed limitations if you are not looking at the needs of the customer. How do we get to what matters? (i.e. one time goal)
  - What goes into a vision?
    - o A desired achievement or condition.
    - o Inspiration.
    - o A timeline – look 20 years out.
  - Vision Activity
    - o Match up vision statements with companies.
- Strategic Plan
- Goals & Objectives
- Self-reflection
  - Let's review UTA's current Mission, Vision and 2020 Strategic Plan
  - UTA is innovative.
  - Discussion about UTA's mission and vision statement from RideUTA.com.
    - o 2020 Strategic Plan was handed out to review, mark-up and take it to the workshop in June.
      - o What do we want it to say and communicate?
        - o Mission Statement – what does that mean to you currently?
        - o Vision Statement – what does that mean to you currently?

4. Pre-Work Updates: How are Site Visits & Appointing Authority Meetings Going?
- Charles reminded the Trustees to complete their site visit(s). These need to be signed up for and can be coordinated through Rebecca.

5. Closed Session – A closed session was not held

6. Action Taken Regarding Matters Discussed in Closed Session (Charles Henderson) - None

7. Liaison, Conference & External Committee Reports (Charles Henderson/Jerry Benson) – None

8. Input & Date for the Next Committee Meeting (Charles Henderson)
- Post board workshop discussion.
- The next meeting is tentatively scheduled for Wednesday, June 14th at noon.

8. Other Business (Charles Henderson) – None

10. Adjourn. The meeting was adjourned at 1:50 p.m. by motion.

Transcribed by Melanie Penton
Assistant to the VP of External Affairs
Utah Transit Authority
mpenton@rideuta.com
801.237.1929