



**November 9, 2020**

**To:** Members of the Board of Directors

**From:** Darrell E. Johnson, Chief Executive Officer

**Subject:** 2020 Board of Directors and Chief Executive Officer Initiatives and Action Plan – Third Quarter Progress Report

A handwritten signature in blue ink, appearing to read "Darrell E. Johnson", is positioned to the right of the "From:" line.

On January 27, 2020, the Board of Directors (Board) approved the 2020 Board and Chief Executive Officer (CEO) Initiatives (Attachment A) and Action Plan (Attachment B). The Action Plan consisted of five Board initiatives broken down into nine CEO initiatives monitored through 97 milestones. However, because of the unprecedented impacts of the coronavirus (COVID-19) pandemic, adjustments to the milestones were required. On May 22, 2020, a revised Action Plan was presented to the Board reflecting an updated total of 92 milestones. This report summarizes the Orange County Transportation Authority's (OCTA) progress on advancing these initiatives between July 1, 2020 and September 30, 2020. At the conclusion of the third quarter (Q3), 54 of the 92 milestones have been completed. Highlights of these accomplishments are provided below.

### Q3 Progress Report

During Q3 of calendar year 2020, 20 milestones were scheduled for completion. As of the end of Q3, 14 of 20 milestones have been completed. Some of the Q3 highlights include:

- Obtaining legal possession of the right-of-way necessary for the Interstate 405 Improvement Project construction;
- Extension of the College Pass Program with Rancho Santiago Community College District Continuing Education, Santa Ana College, and Saddleback College;
- Issuance and award of a request for proposals to develop a Hazard Mitigation Plan; and
- Approval for the purchase of zero-emission operator relief vehicles from a statewide contract through the California Department of General Services.

The six milestones not completed that were assigned to Q3 are summarized in Attachment B. Schedule adjustments were necessary due to the inability to have in-person discussions, scheduling conflicts with anticipated conferences, and other impacts and delays as a result of COVID-19. In addition, OCTA completed six milestones one quarter early, during the second quarter (Q2), including completion of the near zero-emission engine installation on 20 articulated buses and conducting the annual credit rating meeting, which was held virtually. Additionally, there were also two milestones from Q2 that were completed in Q3. These include presentation of the Transit Police Services contract to the Board and ratification of the Transportation Communications Union Collective Bargaining Agreement.

The Q3 progress report is complete and included for your review. As we continue to navigate the impacts of COVID-19, OCTA is proactively and strategically addressing the immediate needs of the public, our customers, and agency employees to continue keeping Orange County moving. Please contact me at (714) 560-5343 with any questions or suggestions.

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Attachments