



*Safe, Reliable, and Accessible Public Transportation*

**Board Meeting Minutes  
Wednesday February 27, 2019  
2380 Bellbrook Avenue, Xenia, OH**

- 1. Welcome and Introduction** – Chair Woody Stroud called the meeting to order and welcomed newly appointed Board Member, Ms. Wendy Dyer and all those present.
  - A. Roll call of Board members** – Present: Ms. Blanche Casey, Ms. Wendy Dyer, Anne Gerard, Mr. Todd Hiney, Mr. David Middleton, Mr. Woody Stroud. Excused: Mr. David Reid
  - B. Staff Members:** Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Shannon Webster, Ms. Lucinda Flinn, Dennis Green, First Transit
  - C. Guests:** Julie Vann, City of Beaver Creek.
  
- 2. Approval of Meeting Minutes**
  - A. January 23, 2019** – Mr. Middleton moved to approve the minutes as written. Ms. Gerard seconded the motion. The vote was Ms. Casey-yes, Ms. Dyer- abstain, Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Stroud-yes. The minutes were approved.
  
- 3. Public Comment-** None
  
- 4. Action Items**
  - A. Other - Ken Collier**
    - 1) Policy Manual Introduction Chapter 1 Update** – Mr. Collier went over the proposed changes and additions to the wording of the Policy Manual then opened the floor for a discussion regarding the description, mission, and policy overview sections. Mr. Collier will incorporate proposed revisions to be considered for approval by the Transit Board at a future meeting.
  
- 5. Reports**
  - A. Board Chairperson Report-** Mr. Stroud
    - 1) Mr. Stroud reviewed the Miami Valley Regional Planning Commission (MVRPC) Executive Director’s Update noting safety efforts being made to avoid pedestrian strikes/fatalities, announcement of new ODOT Director, Jack March banks, and the proposal to add one seat on the Executive Committee that will represent municipal jurisdictions in northern Warren County (Carlisle, Franklin, Springboro). He also encouraged the Board to attend the MVRPC Annual Dinner that will be held on April 18, 2019.
    - 2) Mr. Stroud distributed 2020 Census preparation information and reported on the meeting of Greene County MVRPC representatives organized by Greene County Commissioner Tom Koogler to promote participation in the census particularly in areas that had low response in the 2010.
    - 3) Mr. Stroud distributed MVRPC Rideshare Program’s 40th Anniversary flier and Commuter Club Card providing discounts as businesses supporting Rideshare.
    - 4) Mr. Stroud reviewed the Transportation Improvement Program (TIP) approved SFY 2018 - SFY 2021 Greene County Projects including proposed roundabouts in Xenia and Fairborn and the US35 intersection with Factory Rd at Orchard Lane Super Streets project.
  
- 6. Chief Financial Officer Report**
  - A.** Ms. Ratcliff presented the January Financial and Productivity Reports.

**7. Mobility Manager Report**

- A. Ms. Webster presented the January Mobility Management report and shared her agency coordination efforts, travel training, meetings, and events she attended.

**8. Executive Director Report**

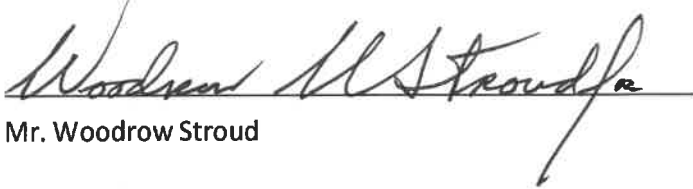
- A. Mr. Collier reviewed the January Executive Director report.
- B. Mr. Collier reviewed the January Comments and Complaints report regarding Greene CATS services and discussed responses and solutions.

**9. First Transit Report –**

- A. Mr. Green held the monthly Safety Meeting for the First Transit staff which Mr. Collier attended to offer further understanding of what caused the reduction to the service for the Developmentally Disabled and thank drivers and monitors for their service to Greene County Transit Board and the community.
- B. Mr. Green handed out the First Transit “Accountable for Performance” publication that highlighted the 10 consecutive years the Xenia location received the Blue Seal Certification by the National Institute for Automotive Service Excellence (ASE).

**Upcoming meetings and events:** Programs (3/19-10:30am), Finance Committee (3/19-12pm), Transit Board (3/27-8:00am)

**Adjournment –** There being no further business, Mr. Stroud adjourned the meeting.

  
Mr. Woodrow Stroud

3/27/19  
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Date