



Safe, Reliable, and Accessible Public Transportation

**Board Meeting Minutes
Wednesday, May 27, 2020
2380 Bellbrook Ave, Xenia, OH
Via Conference Call**

1. **Welcome and Introduction** – Chair Woody Stroud called the meeting to order and welcomed all those present.
 - A. **Roll call of Board members** – Present: Ms. Blanche Casey, Ms. Wendy Dyer (8:05 am), Ms. Anne Gerard (8:05 am), Mr. Todd Hiney, Mr. David Middleton, Mr. David Reid, and Mr. Woody Stroud. Excused: None.
 - B. **Staff members** – Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Shannon Webster, Mr. Dennis Green (First Transit), Mr. Jason Brun (First Transit), and Ms. Christi Greene.
 - C. **Guests** – None
2. **Approval of Meeting Minutes**
 - A. April 29, 2020– Ms. Casey moved to approve the minutes as written. Mr. Stroud seconded the motion. The vote was Ms. Casey-yes, Mr. Hiney-yes, Mr. Middleton-abstained, Mr. Reid – yes, and Mr. Stroud-yes. The minutes were approved.
3. **Public Comment** – None
4. **Action Items**
 - A. **Other**
 1. **Resolution 2020-05-27-01-** Mr. Reid moved that the Transit Board approve the Policy Manual Revision to section 2.3, A-C. as attached with three revisions: 1) change C. Safe Behaviors to B. Safe Behaviors 2) change months to month in C. 3. introductory sentence and 3) replace schedulers, dispatchers, in C. 3. a. with other Greene CATS staff. Mr. Hiney seconded the motion. The vote was Ms. Casey-yes, Ms. Dyer-yes, Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, and Mr. Stroud-yes. The resolution was approved.
 2. **Resolution 2020-05-27-02-** Ms. Casey moved that the Transit Board authorize the Executive Director, Ken Collier, to file an application and execute a grant for \$240,480 for SFY2020 State of Ohio Urban Transit Program funds. Mr. Middleton seconded the motion. The vote was Ms. Casey- yes, Ms. Dyer-yes, Ms. Gerard -yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Stroud-yes. The resolution was approved.
 3. **Resolution 2020-05-27-03 -** Mr. Hiney moved that the Transit Board approve the purchase of 10 Ford/EI Dorado light transit vehicles from Myers Equipment Corporation, with a unit price of \$82,202 for six 12-3 configurations and four 12-2 configurations at \$77,370 through the Ohio Department of Transportation term contract. The vote was Ms. Casey- yes, Ms. Dyer-yes, Ms. Gerard -yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Stroud-yes. The resolution was approved.
5. **Reports**
 - A. **Board Chairperson Report**
 1. Mr. Stroud appointed two new committee members to the Programs and Services Committee. Cindy Nava with the Greene County Board of Developmental Disabilities (GCBDD) will be replacing Jackie Rhodes (GCBDD) and Jullian Drew with Greene County Public Health (GCPH) will be replacing Kirsten Bean (GCPH). Mr. Stroud thanked Ms. Rhodes and Ms. Bean for their service to the committee.
 2. Miami Valley Regional Planning Commission (MVRPC) Executive Director’s Update: Mr. Stroud noted the following:
 - a. in the wake of the coronavirus pandemic meetings are being held via teleconference,

- b. construction on the Superstreet project is now underway at the intersections of U.S. 35 and Factory Road and Orchard Lane in Greene County,
 - c. that MVRPC is assisting the Regional Planning and Coordination Commission of Greene County with an update of their future land use plan, Perspectives 2040,
 - d. that MVRPC is realigning the messaging and suspending some of its marketing and program outreach due to the coronavirus pandemic.
3. Mr. Stroud reported that the Greene County Transit Exclusive Planning revenue amount (\$10,000) and the source (local) at the bottom of the MVRPC Transportation Planning Program Revenue Budget Table.
 4. Mr. Stroud reported on Traffic and Crash Patterns during the Covid-19 pandemic, reviewing a graph compiled by MVRPC showing significant reductions for March 16 - April 2.
 5. Mr. Stroud informed the Transit Board that Mr. Collier would be sending out an Executive Director's annual review form for members to fill out and return to Personnel Chair, Ann Gerard, by June 12.

B. Chief Financial Officer Report

Ms. Ratcliff presented the April Financial and Productivity reports. Ms. Ratcliff reported that the Financial Audit is ongoing.

C. Mobility Manager Report

Ms. Webster presented the April Mobility Management report. Ms. Webster announced that she had been elected to the Ohio Public Transit Association Board to serve a one-year term as Vice President of Mobility Managers.

D. Executive Director Report

Mr. Collier reviewed the April Executive Director report and Comments and Complaints.

E. First Transit Report

Mr. Green informed the Transit Board of precautions and continued efforts for the safety of passengers and staff during the coronavirus pandemic.

Upcoming meetings and events: Finance Committee (6/16 -12 pm), Personnel Committee (6/17 – 12 pm), Transit Board (6/24 – 8 am). All meetings will be conducted via teleconference.

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


Mr. Woodrow Stroud, Chair

6/24/2020

Date