



*Safe, Reliable, and Accessible Public Transportation*

**Board Meeting Minutes  
Friday, November 22, 2019  
2380 Bellbrook Ave, Xenia, OH  
Conference Room**

- 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. Wendy Dyer, Ms. Anne Gerard, Mr. Todd Hiney, Mr. David Middleton, Mr. David Reid and Mr. Woody Stroud. Excused: Ms. Blanche Casey.
  - B. Staff members** – Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Shannon Webster, Mr. Dennis Green (First Transit).
  - C. Guests** – None
- 2. Approval of Meeting Minutes**
  - A. October 30, 2019** – Mr. Middleton moved to approve the minutes as written. Mr. Hiney seconded the motion. The vote was Ms. Gerard-yes, Ms. Dyer-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Stroud-yes. The minutes were approved.
- 3. Public Comment** – None
- 4. Action Items**
  - A. Election of Officers** – Mr. Stroud requested nominations for the offices of Vice-Chair and Secretary/Treasurer. Ms. Gerard nominated Mr. Reid to a one-year term as Vice-Chair and Mr. Middleton to a one-year term as Secretary/Treasurer. There being no further nominations. The vote was Ms. Gerard-yes, Ms. Dyer-yes, Mr. Hiney-yes, Mr. Middleton-abstain, Mr. Reid-abstain, Mr. Stroud-yes.
  - B. Christmas Eve Holiday** – Mr. Reid moved that Tuesday, December 24, 2019 be designated as a holiday for the Greene County Transit Board employees and that the Greene CATS Public Transit Office be closed. Mr. Middleton seconded the motion. The vote was Ms. Gerard-yes, Ms. Dyer-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Stroud-yes.
- 5. Reports**
  - A. Board Chairperson Report**
    - 1. Miami Valley Regional Planning Commission (MVRPC) report:**
      - a.** Mr. Stroud reported that Darke County Parks and the Village of Versailles are the newest members of MVRPC.
      - b.** Mr. Stroud acknowledged the passing of Board Chairperson John Beals and reported that First Vice-Chairperson, Chris Mucher will serve as Interim Chairperson.
      - c.** Mr. Stroud reported on the FFY2019 allocation of FTA Section 5310 funds including \$40,000 to fund the Greene CATS Public Transit Greene County Mobility Management program.
      - d.** Mr. Stroud distributed the Executive Summary for the recently approved Greater Miami Valley Region Transportation Coordination Plan and discussed the goals and strategies of the plan.
      - e.** Mr. Stroud reported that the Greene County Transit Board's TIP amendment to use \$192,000 dollars of its State Fiscal Year 2020 Federal 5307 Capitol Improvement funds for Preventative Maintenance was approved.
    - 2. Mr. Stroud appointed the following committee members to one-year terms:**
      - a.** Finance, Contracts and Audit Committee: Ms. Blanche Casey, Mr. John LaRock, Greene County Board

of Developmental Disabilities - GCBDD), Mr. David Middleton (Chair), Mr. Woody Stroud.

- b. **Programs and Services Committee:** Ms. Kirsten Bean (Greene County Public Health), Mr. Todd Hiney, Ms. Amy McKinney (Greene County Job Family Services), Mr. David Reid (Chair), Ms. Jackie Rhodes (GCBDD), and Mr. Woody Stroud.
  - c. **Personnel Committee:** Ms. Wendy Dyer, Ms. Anne Gerard (Chair), Mr. Woody Stroud.
3. Mr. Stroud appointed Mr. Stroud as representative to the MVRPC Board and Mr. Collier as alternate for a one-year term. He appointed Mr. Collier as representative to the MVRPC Technical Assistance Committee and Mr. Stroud as alternate for a one-year term.
  4. Mr. Stroud handed out and reviewed The Ohio Ethics Law Outline from the Ohio Ethics Commission and emphasized the importance of disclosing any conflicts of personal interest should they arise.

**B. Chief Financial Officer Report**

Ms. Ratcliff presented the October financial reports.

**C. Mobility Manager Report**

Ms. Webster presented the October Mobility Management report.

**D. Executive Director Report**

Mr. Collier reviewed the October Executive Director Report and Comments and Complaints. He reported that Lead Scheduler Debby Bullock was on extended medical leave until December 9 and that he and Scheduler Dawn Enoch would be handling her responsibilities.

**E. First Transit Report**

Mr. Green reported that the Chairman of First Group (First Transit's parent company) from the UK visited the Xenia location and that the President of First Transit had been appointed to the National Safety Council. He also reported that driver shortages continue and that recruitment is in full swing including offering signing bonuses to secure at least eight drivers.

**Upcoming meetings and events:** Due to the Christmas Holiday falling on the regular Board meeting day the Transit Board will meet on Tuesday, December 17 at 12noon. Lunch will be provided. No other committees will meet in December.

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

  
Mr. Woodrow Stroud, Chair

12/17/2019

Date