



Safe, Reliable, and Accessible Public Transportation

**Board Meeting Minutes
Wednesday, May 24, 2017
2380 Bellbrook Avenue, Xenia, OH**

1. **Welcome and Introduction** – Chair Woody Stroud called the meeting to order and welcomed those present.
 - A. **Roll call of Board members** – Present: Ms. Anne Gerard, Mr. Todd Hiney, Mr. David Middleton, Mr. David Reid, Mr. Charles Rowland, Mr. Woody Stroud. Excused: Ms. Blanche Casey
 - B. **Staff Members:** Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Shannon Webster, Mr. Jason Brun (First Transit).
 - C. **Guests:** None
2. **Approval of Meeting Minutes**
 - A. **April 26, 2017** – Mr. Reid moved to approve the minutes as written. Mr. Hiney seconded the motion. The vote was Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-not present at time of vote, Mr. Reid-yes, Mr. Rowland-yes, Mr. Stroud-yes. The minutes were approved.
3. **Public comment on Action Items – None**
4. **Action Items**
 - A. **Personnel Committee – Anne Gerard**
 - At 8:03 a.m. in accordance with ORC 121.22 (G) (1) to consider compensation of a public employee or official, Mr. Stroud moved the Transit Board enter into an Executive Session. Mr. Rowland seconded the motion. The vote was Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, Mr. Stroud-yes. The motion was approved.
 - At 8:08 a.m. Mr. Stroud moved the Board end executive session and resume open session. Ms. Gerard seconded the motion. The vote was Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, Mr. Stroud-yes. The motion was approved.
 - **Resolution 2017-05-24-01 – Approve Personnel Action** – Mr. Reid moved that the resolution be adopted to approve a 5% increase in base pay for the full time Assistant Scheduler effective May 27, 2017. Mr. Rowland seconded the motion. The vote was Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, Mr. Stroud-yes. The motion was approved.
 - **Resolution 2017-05-24-02 – Organizational Chart adding part time positions** – Ms. Gerard moved that the Board adopt the resolution for Greene County Transit Board to revise its Organizational Chart to include two Part-Time Scheduling Assistants amending language to state 22.5 hours a week for each position. Mr. Reid seconded the motion. The vote was Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, Mr. Stroud-yes. The motion was approved.
 - At 8:16 a.m. in accordance with ORC 121.22 (G) (1) to consider compensation of a public employee or official Mr. Reid moved the Transit Board Enter into an Executive Session. Mr. Rowland seconded the motion. The vote was Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, Mr. Stroud-yes. The motion was approved.
 - At 8:43 a.m. Ms. Gerard moved the Board end the executive session and resume open session. Mr. Middleton seconded the motion. The vote was Ms. Gerard-yes, Mr. Hiney-excused (had to leave), Mr. Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, Mr. Stroud-yes. The motion was approved.
 - Ms. Gerard moved to accept Executive Director, Mr. Ken Collier’s, evaluation. Mr. Middleton seconded the motion. The vote was Ms. Gerard-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, Mr. Stroud-yes.

The motion was approved. Each member of the Board thanked Mr. Collier for his service and complemented his performance.

5. Other Business – None

6. Reports

A. Board Chairperson Report

- Mr. Stroud reviewed the Miami Valley Regional Planning Commission's (MVRPC) Executive Director's Update. He highlighted the MVRPC Annual Spring Dinner and noted that the U.S. House and Senate approved repeal of the Metropolitan Coordination Rule that would have sought to combine the Dayton, Springfield, and Cincinnati areas into one regional planning commission. The MVRPC Board of Directors sought repeal of the rule since members felt it would have deluded local government roles in regional planning.
- Mr. Stroud distributed a flyer for a free training session June 7th at Wright State University hosted by MVRPC: Introduction to ArcGIS Desktop.
- Mr. Stroud distributed and encouraged Board members to review the "Miami Valley Regional Freight Profile" report published by MVRPC in May 2017, especially as it reports freight volume and manufacturing importance along US35 and I675 in Greene County.

B. Chief Financial Officer Report

- Ms. Ratcliff reviewed the April Financial Report and April Productivity Report.

C. Mobility Manager Report

- Ms. Webster presented her April Report sharing agency coordination efforts and travel training highlights. She discussed the meetings, events, travel training highlights, and trainings attended.

D. Executive Director Report

- Mr. Collier reported on status of the Triennial Review and current grants.
- Mr. Collier informed the Board that six new 25 ft. – 18-3 Light Transit vehicles were put into service on the flex routes and that he submitted the purchase order for eight 22ft. – 12-2 light Transit Vehicles. Delivery is expected in June.
- Mr. Collier reported the weekend flex routes were delayed until September of 2017 to allow more time to recruit CDL drivers and to obtain mid-sized 22ft Light Transit Vehicles that will not require CDL drivers.
- Mr. Collier reviewed 9 complaints.

E. First Transit Report

- Jason Brun, Maintenance Manager of First Transit (FT), informed Board members that all three remaining diesel buses were auctioned for a total sale cost of \$6800 and that the new 1700 series buses were on the road and performing well on the flex routes.
- Mr. Brun reported that all new buses currently on order will have a warning light on the dash that will activate if the rear door is not secure.

Upcoming meetings and events: Finance Committee (6/20-12 pm) Transit Board 6/28-8:00 am).

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


Mr. Woodrow Stroud
Chair, Greene County Transit Board


Date