



Safe, Reliable, and Accessible Public Transportation

**Board Meeting Minutes
Wednesday, August 23, 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. Blanche Casey, Ms. Anne Gerard, Mr. Todd Hiney, Mr. David Middleton, Mr. David Reid, Mr. Charles Rowland, Mr. Woody Stroud.
 - B. **Staff Members:** Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Shannon Webster, Ms. Debby Bullock, Mr. Dennis Green (First Transit), Jason Brun (First Transit).
 - C. **Guests:** None
2. **Approval of Meeting Minutes**
 - A. **July 26, 2017** – Mr. Rowland moved to approve the minutes as corrected. Ms. Casey seconded the motion. The vote was Ms. Casey-yes, Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, Mr. Stroud-yes. The minutes were approved.
3. **Public comment on Action Items – None**
4. **Action Items**
 - A. **Finance Committee – David Middleton**
 - 1) **Resolution 2017-08-23-01 – Mobile Data Terminal Contract** – Mr. Middleton moved the Greene County Transit Board approve the contract with Route Match in the amount of \$21,522 to install eight mobile data tablet systems on the recently acquired 8 Light Transit Vehicles. Ms. Casey seconded the motion. The vote was Ms. Casey-yes, Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, Mr. Stroud-yes. The motion was approved.
 - 2) **Resolution 2017-08-23-02 – Security Camera Contract** – Mr. Middleton moved the Greene County Transit Board approve the contract with SEON in the amount of \$23,048 to purchase and install 8 camera security systems with additional exterior cameras on the recently acquired Light Transit Vehicles. Mr. Reid seconded the motion. The vote was Ms. Casey-yes, Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, Mr. Stroud-yes. The motion was approved.
5. **Other Business – None**
6. **Reports**
 - A. **Board Chairperson Report**
 - Mr. Stroud invited Board members to attend the Open Meetings Act Update Forum on September 27, 2017 sponsored by the Prosecutor’s Office at Greene Memorial Hospital.
 - Mr. Stroud reviewed the Miami Valley Regional Planning Commission’s (MVRPC) Executive Director’s Update noting the article welcoming Ms. Kim Lahman, MVRPC’s new Director of Sustainable Solutions and Transportation.
 - Mr. Stroud announced that he and Mr. Collier will be attending the morning session of the MVRPC Federal Certification Review as representatives of the Greene County Transit Board. Board members were encouraged to attend the 4:00 p.m. Open House/Public Participation Meeting.
 - Mr. Stroud reminded Ms. Anne Gerard and Mr. David Reid that their 3 year terms were expiring and encouraged them to complete the paperwork for reappointment by September 27, 2017 Board meeting.
 - B. **Chief Financial Officer Report**
 - Ms. Marilyn Ratcliff presented the July Financial and Productivity Reports.
 - C. **Mobility Manager Report**
 - Ms. Webster presented her July 2017 Report and shared her agency coordination efforts, travel training, meetings, events, and trainings she attended.

- Ms. Webster shared her experiences doing ride along trips with area government officials. She hosted City of Beavercreek Municipal Mayor Bob Stone and his wife, Margaret Stone, along with owner of Beavercreek Financial Services Michael Zwick, Beavercreek's city Manager Pete E. Landrum and President/CEO of Beavercreek Chamber of Commerce Ann Uptegrove-Vore (Ann A Belle) riding the Orange Flex Line. Xenia Mayor Marsha Bayless rode the East to West Green Flex line and Fairborn Mayor Dan Kirkpatrick rode the Blue Flex Line. Mayors Bayless and Kirkpatrick were accompanied by GCTB Chair Woody Stroud and hosted by Shannon Webster.
- Ms. Webster met with Robert Libecap, Yellow Springs Senior Center Transportation Coordinator and discussed CATS' services and mobility options for Yellow Springs Seniors.

D. Executive Director Report

- Mr. Collier reported on the status of current grants. The three current FTA grants to fund Capital Cost of Contracting, Planning, Vehicle purchases, and expanded Flex Route peak service are being spent down as planned. The Board is being reimbursed through a 5310 grant administered by MVRPC and Greater Dayton RTA for Mobility Management expenses.
- Mr. Collier reported eight 22 ft. – 12-2 Light Transit Vehicles were delivered the first week of August. Communications equipment, security cameras, and fare boxes will be transferred from retiring vehicles. Each vehicle will get equipped with new Samsung Tablets with locking mounts, 6 channel DVRs as well as additional cameras as needed. New aluminum bike racks will also be purchased for each vehicle.
- Final tablet training was held in July in order to fully implement the use of tablets instead of paper manifests. Back up paper manifests have been designed to be used in event the tablets malfunction. Full implementation will begin after the new vehicles have been equipped.
- Mr. Collier reported that the Weekend Flex Routes would begin operating September 2.
- Mr. Collier reviewed 1 comment and 5 complaints.


E. First Transit Report

- Dennis Green, General Manager of First Transit (FT), informed that Board that he had hired 5 new drivers, 1 new monitor, and was working on filling the last Driver Supervisor position.
- Mr. Green stated that all week end flex route driving positions had been filled. They were having one more meeting, but were ready for the startup of the week end flex service.

Upcoming meetings and events: Programs and Services Committee (9/19/17 – 10:30 am), Finance Committee (9/19/17 – 12 pm), Transit Board (9/27 - 8:00 am).

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


 Mr. Woodrow Stroud
 Chair, Greene County Transit Board


 Date