



Safe, Reliable, and Accessible Public Transportation

**Board Meeting Minutes
Wednesday, September 27, 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, Mr. David Middleton, Mr. David Reid, Mr. Charles Rowland, Mr. Woody Stroud. Excused: Ms. Anne Gerard, Mr. Todd Hiney.
 - B. **Staff Members:** Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Shannon Webster, Mr. Dennis Green (First Transit), Jason Brun (First Transit).
 - C. **Guests:** None
2. **Approval of Meeting Minutes**
 - A. **August 23, 2017** – Mr. Reid moved to approve the minutes as corrected. Mr. Middleton seconded the motion. The vote was Ms. Casey-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Stroud-yes. The minutes were approved.
3. **Public comment on Action Items – None**
4. **Action Items**
 - A. **Other – Ken Collier**
 - 1) **Resolution 2017-09-27-01 ODOT UTP Grant-01** – Mr. Reid moved that the Greene County Transit Board authorize Kenneth D. Collier, Executive Director, to file an application and execute a contract for \$124,556 for FY2018 Urban Transit Program funds and to furnish such additional information as the Ohio Department of Transportation may require in connection with the application. Ms. Casey seconded the motion. The vote was Ms. Casey-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Stroud-yes. The motion was approved.
5. **Other Business – None**
6. **Reports**
 - A. **Board Chairperson Report**
 - Mr. Stroud congratulated Ms. Casey on her induction into the Ohio Veterans Hall of Fame noting that the award is presented to Veterans who have continued to make significant community and civic contributions subsequent to their military careers.
 - Mr. Stroud reviewed the Miami Valley Regional Planning Commission's (MVRPC) Executive Director's Update noting the Miami Valley Equity Regional Profile that was published in July examines historical effects on regional equity due to redlining and other negative forces. It is one of several profiles that take census data and provide a more user friendly and understandable picture of the regions characteristics.
 - Mr. Stroud noted the news release announcing a survey that will be conducted of Miami Valley Trail users and pointed out the website that can be used to take the survey online.
 - Mr. Stroud reported that he and Mr. Collier attended the federal certification review of the Miami Valley Regional Planning Commission on August 29, 2017 and testified to the cooperative nature of the area transit systems to utilize available federal funding.
 - Mr. Stroud reminded Board members of the Open Meetings Act Update Forum sponsored by the Prosecutor's Office to be held that evening at 7:00 pm at the Greene Memorial Hospital Auditorium.
 - B. **Chief Financial Officer Report**
 - Ms. Ratcliff presented the August Financial and Productivity Reports and reported on the progress of the 2016 financial audit which would be completed by September 30, 2017. The draft of the audit will be separately reviewed in an exit conference between the audit managers following the Transit Board meeting today.
 - C. **Mobility Manager Report**
 - Ms. Webster presented her August report and shared her agency coordination efforts, travel training, meetings, events, and trainings she attended.

- Ms. Webster related her experience connecting two young adults on the autistic spectrum who are attending Sinclair College this fall through a travel training ride in which both participated.

D. Executive Director Report

- Mr. Collier reported that the application for the 2016 Formula funds for Operating Assistance (replacing Capital Cost of Contracting) and Vehicle purchases for 2017 has been approved and that the application for the CMAQ funds for expanding the Flex Route Service will be submitted separately later this year.
- Mr. Collier reported that 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. Two retiring vehicles will be sold to the Beaver Creek Township Fire Department Auxiliary.
- Mr. Collier reported that Scheduling Supervisor, Caryn Manning has resigned her position effective September 8, 2017. The position will be posted internally first to recruit candidate within the department and then externally to county employees and the public if necessary.
- Mr. Collier reviewed 3 comments and 4 complaints.

E. First Transit Report

- Mr. Green, General Manager of First Transit (FT), informed that Board that he had hired 5 new drivers for a current total of 59, 1 new monitor for a total of 15, and was working on filling the last Driver Supervisor position.
- Mr. Green stated that all week end flex route driving positions had been filled and they were ready for the startup of the week-end flex service which began September 2, 2017.

Upcoming meetings and events: Personnel Committee (10/11/17 4:00 pm), Programs and Services Committee (10/17/17 – 10:30 am), Finance Committee (10/17/17 – 12 pm), Transit Board (10/25 - 8:00 am).

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


Mr. Woodrow Stroud
Chair, Greene County Transit Board


Date