



Safe, Reliable, and Accessible Public Transportation

**Board Meeting Minutes
Wednesday, January 24, 2018
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 (arrived @ 8:45), Mr. David Middleton, Mr. David Reid (departed @ 8:45), Mr. Woody Stroud. Excused: Mr. Todd Hiney, Mr. Charles Rowland
 - B. Staff Members:** Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Lucinda Flinn, Mr. Dennis Green (First Transit), Mr. Jason Brun (First Transit). Excused: Ms. Shannon Webster.
 - C. Guests:** Julie Vann (Council member, City of Beavercreek)

- 2. Approval of Meeting Minutes**
 - A. December 20, 2017** – Mr. Reid moved to approve the minutes as written. Mr. Middleton seconded the motion. The vote was Ms. Casey-yes, Mr. Middleton-yes, Mr. Reid-yes, and Mr. Stroud-yes. The minutes were approved.

- 3. Public Comment-** None

- 4. Action Items**
 - A. Finance Committee-David Middleton**

Resolution 2018-01-24-01 -2018 Budget Mr. Middleton moved that the Greene County Transit Board adopt the CY2018 operating and capital budget. Ms. Casey seconded the motion. The Vote was Ms. Casey-yes, Mr. Middleton-yes, Mr. Reid-yes, and Mr. Stroud-yes. The motion was approved.
 - B. Other-Ken Collier**

Resolution 2018-01-24-02 - Incidental Rate Mr. Middleton moved that the Greene County Transit Board adopt the following CY2018 rate for incidental charter and miscellaneous agency work, effective January 8, 2018. Ms. Casey seconded the motion. The Vote was Ms. Casey-yes, Mr. Middleton-yes, Mr. Reid-yes, and Mr. Stroud-yes. The motion was approved.

Resolution 2018-01-24-03 - General Wage Increase Mr. Reid moved that the Greene County Transit Board adopt a general wage increase of 2% for all permanent Greene County Transit Board employees performing to standards retroactive to December 23, 2017 with the pay period ending January 5, 2018. Mr. Middleton seconded the motion. The vote was Ms. Casey-yes, Mr. Middleton-yes, Mr. Reid-yes, and Mr. Stroud-yes. The motion was approved.

Resolution 2018-01-24-04 – DD Contract Ms. Casey moved that the Greene County Transit Board authorizes the signing of the approved contract agreement with the Greene County Board of Developmental Disabilities. Mr. Reid seconded the motion. The vote was Ms. Casey-yes, Mr. Middleton-yes, Mr. Reid-yes, and Mr. Stroud-yes. The motion was approved.

- 5. Other Business-** None

- 6. Reports**
 - A. Board Chairperson-Woody Stroud**
 - 1) Miami Valley Regional Planning Commission (MVRPC)
 - a. Mr. Stroud reviewed the MVRPC Executive Director’s Update. He noted that the Annual Spring Dinner will be held on Thursday April 12, 2018, at the Marriot in Dayton and encouraged Board members to

plan to attend.

- b. Mr. Stroud acknowledged the following Greene County Official Deborah Wallace Beaver Creek Township Trustee (previously Council member of City of Beaver Creek) who will continue to serve on the MVRPC Board and three who are retiring from the MVRPC Board; Carol Graff, Trustee of Beaver Creek Township, Dan Kirkpatrick, Mayor City of Fairborn, Karen Wintrow, Council member of the Village of Yellow Springs. He recognized all eight outgoing delegates and alternatives for their service.
- c. Mr. Stroud announced he would be serving on the Nominating Committee for MVRPC officers for the Board of Directors and encourages Greene County Board members who are elected officials to submit an application to MVRPC.

B. Chief Financial Officer Report –

- 1) Ms. Ratcliff went over November 2017 cash receipt summaries and gave the Transit Board an opportunity to ask any questions regarding the monthly reports they had received in the mail.
- 2) Ms. Ratcliff presented the December 2017 financials and productivity reports.

C. Mobility Manager Report

- 1) Mr. Collier presented the November report and shared agency coordination efforts, travel training, meetings, events, and trainings Ms. Webster attended.

D. Executive Director Report

- 1) Mr. Collier reported that the three current FTA grants to fund the Capital Cost of Contracting, Operations, Planning, Vehicle purchases and Flex Route expanded peak service are being spent down as planned. We are also being reimbursed through a 5310 grant administered by MVRPC & Greater Dayton RTA for Mobility expenses. The Congestion Management Air Quality (CMAQ) grant request for expanded flex route service will be submitted in December. Corrective Actions for the Disadvantaged Business Enterprise section of the Federal Transit Administration 016 Triennial Review have been submitted.
- 2) Mr. Collier reported the 2018 State Grant had been approved.
- 3) Mr. Collier stated Greene CATS will begin using the Route Match notification module to send out service alerts by phone for riders with scheduled rides. The alerts will also be posted on the Greene CATS Public Transit website landing page. Individuals who have signed up for the Greene CATS alerts will also receive text messages. Alerts for DD service (either Plan A or Plan B) will also continue to be posted on the local television stations and their websites. Mr. Stroud insisted that Greene CATS continue to post Flex Route & office closures on local television as well. Mr. Collier agreed they would be posted.
- 4) Mr. Collier reviewed complaints regarding Greene CATS services and discusses responses and solutions.

E. First Transit Report

- 1) Mr. Green, General Manager of First Transit (FT) reported that five new drivers were in training. He also would be holding the monthly Safety Meeting that day.

Upcoming meetings and events: Programs and Services Committee (2/20-10:30) Finance Committee (2/20-12pm) Transit Board (2/28-8:00am)

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



Mr. Woodrow Stroud
Chair, Greene County Transit Board

2/28/2018

Date