

Board Meeting Minutes
Wednesday, February 28, 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. Anne Gerard, Mr. Todd Hiney, Mr. David Middleton, Mr. David Reid, Mr. Charles Rowland, Mr. Woody Stroud. Excused: Ms. Blanche Casey.
Staff Members: Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Shannon Webster, Ms. Lucinda Flinn, Mr. Dennis Green (First Transit), Mr. Jason Brun (First Transit).
Guests: Julie Vann (Council member, City of Beavercreek)
2. **Approval of Meeting Minutes**
A. January 24, 2018 – Mr. Middleton moved to approve the minutes as written. Mr. Reid seconded the motion. The vote was Ms. Gerard-yes, Mr. Hiney-abstained, Mr. Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, and Mr. Stroud-yes. The minutes were approved.
3. **Public Comment-** None
4. **Action Items**
A. Finance Committee-David Middleton
 1. **Resolution 2018-02-28-01 – Vehicle Purchase-** Mr. Middleton moved that the Greene County Transit Board authorize the Executive Director, in the name of the Greene County Transit Board, to participate in the Ohio Department of Transportation contracts to purchase 3 Ford/El Dorado light transit vehicles from Whitworth Bus Sales, with a unit price of \$71,639 which the Department has entered into pursuant to ORC 5513.01(B). Mr. Reid seconded the motion. The Vote was Ms. Gerard-yes, Mr. Hiney-yes, Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, and Mr. Stroud-yes. The motion was approved.
 2. **Resolution 2018-02-28-02 – Revised Budget-** Mr. Middleton moved that the Greene County Transit Board adopt the revised CY2018 operating and capital budget. Mr. Hiney seconded the motion. . The vote was Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, and Mr. Stroud-yes. The motion was approved.**B. Other Business-** None
5. **Reports**
A. Board Chairperson-Woody Stroud
 - 1) Miami Valley Regional Planning Commission (MVRPC)
 - a. Mr. Stroud reminded Board members of the upcoming MVRPC Annual Spring Dinner to be held on Thursday April 12, 2018, at the Marriot in Dayton and encouraged Board members to attend.
 - b. Mr. Stroud informed the Board about the upcoming Ohio Public Transit Association (OPTA) conference being held April 9th, 10th, & 11th 2018 at the Convention Center in Columbus.
 - c. Mr. Stroud reviewed the MVRPC Executive Director’s Update. He noted that the Transportation Review Advisory Council (TRAC) approved the funding for the US 35 Superstreet and the Valley-Trebein Intersection projects which are slated to begin during 2021 fiscal year.
 - d. Mr. Stroud mentioned the MVRPC’s launch of the Greater Region Transit Coordination Program. Mr. Collier added that this pilot project is to explore the creation of brokerages and coordinated transportation systems across a 9 county region including Greene County. It is related to an effort by the Ohio Department of Medicare to create a statewide brokerage system for Non-Emergency Medical

Transportation.

B. Chief Financial Officer Report

- 1) Ms. Ratcliff presented the January 2018 financials and productivity reports.

C. Mobility Manager Report

- 1) Ms. Webster presented the January 2018 Mobility Manager report.

D. Executive Director Report

- 1) Mr. Collier stated that all Operations funds in the 2016 Formula Grant have been expended. The remaining funds \$123, 219 will be used to purchase vehicles in 2018. The Congestion Management Air Quality (CMAQ) grant for Flex Route expanded peak service is being spent down as planned. Applications for the 2017 Formula grant for Operations and Vehicle replacement in 2018 and the CMAQ 2016 grant Flex Route expanded evening and weekend service will be submitted in February. We also continue to be reimbursed through a 5310 grant administered by MVRPC and the Greater Dayton RTA for Mobility Management expenses.
- 2) Mr. Collier reported that in January we began 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. Service Alerts for Flex Routes and Developmental Disabilities (DD) service (either Plan A or Plan B) will also continue to be posted on the local television stations and their websites. Also, all riders, including DD Adult Day Service, with schedule rides are now receiving day before notification of their pick up times the following day.
- 3) Mr. Collier advised the Board that an agreement with the Lease Holder at the Xenia Towne Square was not able to be reached and the bus shelter had to be taken down. It is temporarily being stored at the Greene County Services storage yard until a new location has been secured.
- 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 their new construction project is almost complete and they are hoping to schedule a ribbon cutting ceremony sometime soon.
- 2) Mr. Green is working with Mr. Collier to submit the FTA's annual "drug & alcohol test reporting" prior to the 3/16/18 deadline.
- 3) Mr. Brun, Maintenance Manager of FT stated he received all the new service equipment approved by the Board other than the compressor. The FT maintenance goal is to reach the First Group America "Gold" status.

Upcoming meetings and events: Finance Committee (3/20-12pm) Transit Board (3/28-8:00am)

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


Mr. Woodrow Stroud
Chair, Greene County Transit Board

3/28/2018
Date