



Safe, Reliable, and Accessible Public Transportation

**Board Meeting Minutes
Wednesday, August 22, 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, and Mr. Woody Stroud. Excused: Ms. Blanche Casey, Mr. David Reid, and Mr. Charles Rowland.
Staff Members: Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Shannon Webster, Ms. Lucinda Flinn, Mr. Dennis Green (First Transit).
Guests: None
 - B.** Mr. Stroud reported that Ms. Flinn requested that the Greene County Transit Board and Committee meetings be audio recorded. Mr. Stroud stated that the Chair will entertain a motion to either approve or deny the request at the next Board meeting. Mr. Stroud requested that Mr. Collier research the ramifications of having audio recordings.
- 2. Approval of Meeting Minutes**
 - A. July 25, 2018** – Mr. Middleton moved to approve the minutes as written. Mr. Hiney seconded the motion. The vote was Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, and Mr. Stroud-yes. The minutes were approved.
- 3. Public Comment-** None
- 4. Action Items**
 - A. Programs and Services Committee - Mr. Stroud**
Resolution 2018-08-22-01 – Flex Route Revisions- Mr. Hiney moved that the Greene County Transit Board adopt revised Flex Route Schedules Effective October 1, 2018. Ms. Gerard seconded the motion. The vote was Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, and Mr. Stroud-yes. The motion was approved.
- 5. Reports**
 - A. Board Chairperson - Mr. Stroud**
 - 1) While attending Dayton Development Coalition meeting at Austin Landing Mayor Sarah Mays and Economic Development Director Steve Brodsky of Xenia commented positively to Mr. Stroud on the value of Greene CATS to the community.
 - 2) Mr. Stroud reviewed the MVRPC Executive Director’s Update. He recommended that the GCTB members attend the Board of Director Delegates, Alternates, and Technical Advisory Committee Orientation meeting on September 6, 2018, to broaden their knowledge of the activities of the MVRPC.
 - 3) Mr. Stroud invited Board members to attend a CarFit Event after the MVRPC meeting on September 6, 2018. The program will help participants ensure they “fit” their vehicles properly for maximum comfort and safety.
 - 4) Mr. Stroud reviewed an Alternative Fueling Stations map provided by MVRPC which locates Compressed Natural Gas (CNG) and Liquid Natural Gas (LNG) fueling stations, and Electric charging stations within a 5-mile radius of interstate highways in Ohio.

B. Chief Financial Officer Report

- 1) Ms. Ratcliff presented the July 2018 financial reports.
- 2) Ms. Ratcliff presented the July 2018 productivity reports.

C. Mobility Manager Report

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

D. Executive Director Report


- 1) Mr. Collier stated that all grants are being spent down as planned. We continue to be reimbursed through a Federal Transit Administration section 5310 grant for Mobility Management expenses.
- 2) Mr. Collier reported The Title VI of the Civil Rights Act of 1964 Program was submitted and is under review and the Disadvantaged Business Enterprise Goal for FY2019-FY2021 was submitted on time.
- 3) Mr. Collier reported the three LTV's are scheduled to be delivered in August.
- 4) Mr. Collier met with building owners to negotiate terms of a new lease and plans for upgrades to main entrance (awning, automatic door, and disabled parking). Terms being negotiated include the square foot rate, utility rates, and the use of the conference room.
- 5) Mr. Collier worked with First Transit regarding Dispatching authority to move vehicles, runs, and riders. He also addressed what to do if a rider is finished at an appointment earlier or later than scheduled. He revised and updated customer settings in the scheduling program to better identify riders with oversized wheelchairs.
- 6) Mr. Collier stated the trial deviation service to the Fairborn Senior Apartments and John Sales Manor concluded August 12, 2018. Service will return to the normal schedule continuing to allow deviations as requested ahead of time by riders.
- 7) Mr. Collier reviewed comments and complaints regarding Greene CATS services and discussed responses and solutions.

E. First Transit Report

- 1) Mr. Green, General Manager of First Transit (FT) stated he is still seeking CDL drivers. He also reported that FT have begun moving into the new addition of the building. Additional parking lot work is still needed to complete the project.

Upcoming meetings and events: Programs & Services (9/18 10:30), Finance Committee (9/18-12pm), Transit Board (9/26-8:00am)

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


Mr. Woodrow Stroud, Chair

9/26/2018
Date