



*Safe, Reliable, and Accessible Public Transportation*

**Board Meeting Minutes  
Wednesday, April 24, 2019  
2380 Bellbrook Avenue, Xenia, OH**

- 1. Welcome and Introduction** – Chair Woody Stroud called the meeting to order and welcomed all 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. Woody Stroud. Excused: Ms. Wendy Dyer
  - B. Staff Members:** Mr. Ken Collier, Ms. Lucinda Flinn, Ms. Shannon Webster, Mr. Dennis Green (First Transit).
  - C. Guests:** None
  
- 2. Approval of Meeting Minutes**
  - A. March 27, 2019** – Mr. Middleton moved to approve the minutes as written. Ms. Gerard seconded the motion. The vote was Ms. Casey-yes, Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-abstain, Mr. Stroud-yes. The minutes were approved.
  
- 3. Public Comment-** None
  
- 4. Action Items**
  - A. Personnel Committee – Anne Gerard**
    - 1) Executive Director Evaluation** – Ms. Gerard handed out the Executive Director evaluation form to the Board members and requested that members return the completed evaluation for Mr. Collier to her no later than May 10, 2019. An electronic version will be emailed to each member for their convenience.
  
- 5. Reports**
  - A. Board Chairperson Report-** Mr. Stroud
    - 1) Mr. Stroud reported the sad passing of Miami Valley Regional Valley’s Planning Commission Director Martin’s wife and discussed the MVRPC Executive Director’s report noting that the National Weather Service (NWS) will now include air quality alert information on their website and on radio broadcasts.
    - 2) Mr. Stroud, Ms. Casey, Ms. Gerard, Mr. Collier, and Ms. Webster all attended the Annual MVRPC Dinner. The guest speaker was Dr. Jack Marchbanks, Ohio Department of Transportation (ODOT) Director, whose presentation focused on the motor fuel tax increase that provides additional funding for roads and bridges.
    - 3) Mr. Stroud shared that longtime public servant and City of Riverside Council Member Sara S. Lommatzsch received the Miami Valley Regional Planning Commission’s Arthur D. Haddad Regional Steward Award at the MVRPC annual Dinner for her innovative spirit to solving regional challenges, building support toward a shared regional goal, and being a regional steward promoting economic, social and environmental progress.
    - 4) Mr. Stroud presented Mr. Collier with a certificate and pin recognizing his 7 years of dedicated service to the Greene County Transit Board as Executive Director and thanked him for his leadership.
  
- 6. Chief Financial Officer Report**
  - A.** Mr. Collier presented the March Financial, Productivity, and Ridership Reports. He noted that the revenue and expense figures reflected the significant loss of revenue due to the Greene Inc. decision to provide its own bus transportation for its clients. The revenue can now be compared on a month to month basis with budgeted amounts originally projecting the changes.

- B. Mr. Collier reported that Chief Financial Officer Marilyn Ratcliff recommended that the Board enter into a contract with an accounting firm at a cost of \$3,000 to prepare Governmental Accounting Standards Board (GASB) 68 and GASB 75 entries. This is a new requirement to identify assets and liabilities on GCTB financial statements for Ohio Employee Public Retirement benefits of GCTB employees. Upon the suggestion of Board members Mr. Collier will seek assistance from other transit agencies to determine whether they have developed procedures to compile with this requirement before proceeding with this contract.

**7. Mobility Manager Report**

- A. Ms. Webster presented the March Mobility Management report.

**8. Executive Director Report**

- A. Mr. Collier reviewed the March Executive Director report.
- B. Mr. Collier reviewed the March Comments and Complaints report regarding Greene CATS services and discussed responses and solutions.

**9. First Transit Report –**

- A. Mr. Green reported he has 40 drivers remaining following the termination of service to Greene Inc. As a result, he will now be able to have a morning and afternoon standby driver who can fill in when a scheduled driver calls in sick.
- B. Mr. Green shared that the Xenia First Transit office was selected to make a safety video on wheelchair securements that will be distributed throughout the company for training.

**Upcoming meetings and events:** Programs (5/21- 10:30am), Finance Committee (5/21-12pm), Transit Board (5/29-8:00am)

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

  
Mr. Woodrow Stroud

5/29/19  
\_\_\_\_\_  
Date