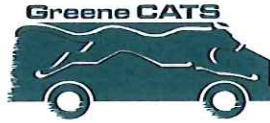


Greene County Transit Board
Providing Safe, Reliable, and Accessible Public Transportation

Board Meeting Minutes
Wednesday, January 29, 2014
Room 99 in 571 Ledbetter Road, 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. David Middleton, Mr. Bill Perrill, and Mr. Woody Stroud. Excused: Mr. Todd Hiney, Mr. Bud McCormick, Mr. David Reid.
 - B. **Staff Members:** Mr. Ken Collier, Ms. Shannon Webster, Mr. Dennis Green (First Transit) Excused: Ms. Marilyn Ratcliff.
 - C. **Guests:** Mr. Jerry Petrak (Beavercreek City Council), Cassie Mayer (WSU Intern).
2. **Approval of December 18, 2013 Meeting Minutes**
 - A. Mr. Middleton moved to accept the minutes as written. Mr. Perrill seconded the motion. The vote was Ms. Gerard-yes, Mr. Middleton-yes, Mr. Perrill-yes, Mr. Stroud-yes. The minutes were approved.
3. **Public comment on Action Items** – None
4. **Action Items**
 - A. **Finance, Contracts and Audit Committee Action Items**
 - 1) **2014 Budget – Resolution 2014-01-01** - Mr. Perrill moved the adoption of Resolution 2014-01-01 to approve the CY2014 Operating and Capital Budget as reviewed and endorsed by the Finance Committee. Executive Director, Ken Collier, provided a detailed explanation for the Board. The vote was Ms. Gerard-yes, Mr. Middleton-yes, Mr. Perrill-yes, Mr. Stroud-yes. The resolution was adopted.
 - 2) **DD Contract – Resolution 2014-01-02** - Mr. Perrill moved the adoption of Resolution 2014-01-02 to authorize the signing of the CY2014 Agreement with the Greene County Board of Developmental Disabilities as reviewed and endorsed by the Finance Committee. Ms. Anne Gerard seconded the motion. Mr. Collier highlighted the key provisions of the contract and the updated rates. The vote was Ms. Gerard-yes, Mr. Middleton-yes, Mr. Perrill-yes, Mr. Stroud-yes. The resolution was adopted.
 - 3) **Incidental Rate – Resolution 2014-01-03** - Mr. Perrill moved the adoption of Resolution 2014-01-03 to approve the CY2014 Incidental charter and service rate as reviewed and endorsed by the Finance Committee. Mr. Middleton seconded the motion. Mr. Collier explained that the incidental rate is charged only occasionally where allowed by federal rules to provide charter and agency service. The vote was Ms. Gerard-yes, Mr. Middleton-yes, Mr. Perrill-yes, Mr. Stroud-yes. The resolution was adopted.
 - B. **Programs and Services Committee Action Items - None**
 - C. **Personnel Committee Action Items**
 - 1) **Administrative Assistant Position – Resolution 2014-01-04** - Ms. Gerard moved the adoption of Resolution 2014-01-04 to create an Administrative Assistant Position reviewed and endorsed by the Finance Committee. Mr. Middleton seconded the motion. Mr. Collier explained the need to convert the Data Clerk position to an Administrative



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Assistant position. The vote was Ms. Gerard-yes, Mr. Middleton-yes, Mr. Perrill-yes, Mr. Stroud-yes. The resolution was adopted.

D. Other Action Items - None

5. Reports

A. Board Chairperson Report

- 1) Miami Valley Regional Planning Commission (MVRPC) – Mr. Stroud provided the most recent Executive Director Report. He announced that a public hearing for the final phase “Going Places” project would be held in Greene County at the County Service Center on Ledbetter Road on February 20 from 4-6 pm.

B. Chief Financial Officer Report

- 1) The December report was not yet available and will be provided via e-mail.

B. Mobility Manager Report

- 1) Ms. Webster presented her monthly report for December 2013. She highlighted the agency coordination efforts including Greenworks, Mid-Ohio Regional Planning Commission, Creekside Health Clinic and Greenwood Manor. She reported on the Car and Life Programs, and group Travel Training conducted at Greenworks and with individuals.

C. Executive Director Report

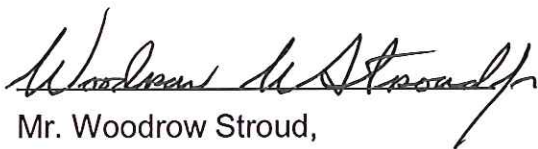
- 1) Mr. Collier presented his monthly report for December 2013. He reported that the on-site FTA Triennial Review had been conducted. Issues raised which the Board will need to respond to including closing out outstanding grants and enhanced procedures and documentation for quality control and procurement. We will have 90 days after the report is finalized to fix any issues raised in the report. Mr. Collier also reported on complaints received in December. He announced that Scheduler, Caryn Manning would be in charge of making the decisions regarding operating the service during inclement weather while he is out of town on vacation the first week of February.

6. First Transit Report

- 1) Mr. Green reported procedures to keep the buses running on inclement weather days.

7. Meeting Dates – The Finance Committee will meet on Tuesday, January 22 at 12:00 noon. The Transit Board will meet on January 29th at 8:00 am. No other committees will meet in January.

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


Mr. Woodrow Stroud,

Chairperson, Greene County Transit Board


Date