



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

Board Meeting Minutes
Wednesday, June 25, 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. Todd Hiney, Mr. Bud McCormick, Mr. David Middleton, Mr. David Reid, Mr. Woody Stroud. Excused: Mr. Bill Perrill
 - B. **Staff Members:** Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Shannon Webster
 - C. **Guests:** None
2. **Approval of Meeting Minutes**
 - A. **May 28, 2014** - Mr. Reid moved to accept the minutes as amended striking the word none from Other Action Items. Mr. McCormick seconded the motion. The vote was Ms. Gerrard-yes, Mr. Hiney-abstained, Mr. McCormick-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Stroud-yes. The minutes were approved as amended.
3. **Public comment on Action Items – None**
4. **Action Items**
 - A. **Finance, Contracts and Audit Committee Action Items**
 - 1) **JFS Contract – Resolution 2014-06-01**, Mr. Reid moved the adoption of resolution 2014-06-01 to authorize the signing of the JFS Contract as amended correcting the date the contract ends to 2015. Mr. Middleton seconded the motion. The vote was Ms. Gerard-yes, Mr. Hiney-yes, Mr. David Middleton-yes, Mr. McCormick-yes, Mr. David Reid, Mr. Stroud-yes. The resolution was adopted.
 - B. **Programs and Services Committee Action Items - None**
 - C. **Personnel Committee Action Items**
 - 1) **Executive Director Evaluation** – Personnel Committee Chair Anne Gerrard shared with the Transit Board the aggregate score of the annual review of the Executive Director and thanked Mr. Collier for spending an extended time with the committee to answer their questions.
 - D. **Other Action Items**
 - 1) **Program Projects – Resolution 2014-06-02**, Mr. McCormick moved the adoption of Resolution 2014-06-02 to approve the Program of Projects for FY 2012 FTA Access/Reverse Commute (JARC) grant #OH-37-X090, FY 2012 FTA New Freedom grant #OH-57-X051 (revised grant), FY 2012 FTA Formula Grant #OH-90-X790 (revised grant) and FY 2014 FTA CMAQ grant #OH-95-X155 (new grant). Mr. Hiney seconded the motion. The vote was Ms. Gerard-yes, Mr. Hiney-yes, Mr. McCormick-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Stroud-yes. The resolution was adopted.
 - 2) **Route Match Maintenance – Resolution 2014-06-03**, Mr. McCormick moved the adoption of resolution 2014-06-03 to authorize the signing of the Route Match Maintenance Agreement. Mr. Hiney seconded the motion. The vote was Ms. Gerard-yes, Mr. Hiney-yes,

Mr. McCormick-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Stroud-yes. The resolution was adopted.

5. Reports

A. Board Chairperson Report

- 1) Mr. Stroud provided and reviewed the most recent Executive Director Report for the Miami Valley Regional Planning Commission (MVRPC).
- 2) Since we are also considering leasing a space, Mr. Stroud provided copies of the slide presentation for the MVRPC search for new office space and asked the Board to study the actions to be taken by MVRPC.
- 3) Mr. Stroud provided copies of the slide presentation of the Dayton Regional Green Initiative.
- 4) Mr. Stroud appointed Steve Tomcisin, Greene County IT Director, to the Ad-hoc Security Camera Technical Review Committee. Mr. Stroud appointed Executive Director, Mr. Collier, to serve as voting member and chair of the Technical Review Team.
- 5) Mr. Stroud complimented Mr. Collier on his presentation to the Greene County Commissioners on the Designated Recipient request presentation for Federal Transportation Administration funds outlined in 2014 Plan of Projects.
- 6) Mr. Stroud thanked Mr. Collier and Ms. Webster for supporting the recent articles regarding Greene County Public Transit services in the Greene County Dailies.

B. Chief Financial Officer Report

- 1) Ms. Ratcliff presented the Financial and Productivity and Service reports for May 2014. She noted the Financial Audit had been filed with the State Auditor.

B. Mobility Manager Report

- 1) Ms. Webster presented her monthly report for May 2014. She reported on the Car and Life Programs and group Travel Training. Shared the Meetings, Conferences, Trainings, and events she attended. She handed out a copy three articles published in the Greene County dailies by a local freelance reporter entitled "I Didn't Know That", highlighting information about the Greene CATS service.


C. Executive Director Report

- 1) Mr. Collier presented his monthly report May 2014. He submitted responses to issues raised in the FTA Triennial Review. He explained the installation plan for Mobile Data Terminals and that the Security Camera Request for Proposal had been published as required. He noted that the proposals are due June 27th. The Technical review Committee will review the proposals in mid-July to determine if they meet proposal criteria and make a recommendation to the Board. The Board will review qualified proposals at its July meeting. He reported that 13 monthly passes for June were sold and that Cathy Muterspaw was hired to fill the assistant scheduler position.

6. **First Transit Report** – No report. Operations Manager, Mr. Dennis Green, was attending to the implementation of the Mobile Data Terminals.

7. **Meeting Dates** – The Finance Committee will meet on Tuesday, July 15 at noon. The Transit Board will meet on Wednesday, July 23 at 8 am. No other committees will meet in July.

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


Mr. Woodrow Stroud
Chairperson, Greene County Transit Board


Date