



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

Board Meeting Minutes
Wednesday, November 26, 2014
Room 99 at 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: Mr. Bud McCormick, Mr. David Middleton, Mr. Bill Perrill, Mr. David Reid, Mr. Woody Stroud. Excused: Ms. Anne Gerard, Mr. Todd Hiney
 - B. **Staff Members:** Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Shannon Webster, Ms. Debby Bullock, Mr. Dennis Green (First Transit)
 - C. **Guests:** None
2. **Approval of Meeting Minutes**
 - A. **October 29, 2014** – Mr. Middleton moved to approve the minutes as written. Mr. Perrill seconded the motion. The vote was Mr. McCormick-abstained, Mr. Middleton-yes, Mr. Perrill-yes, Mr. Reid-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 - None**
 - B. **Programs and Services Committee Action Items - None**
 - C. **Personnel Committee Action Items – None**
5. **Reports**
 - A. **Board Chairperson Report**
 - 1) Mr. Stroud informed Transit Board members that MVRPC did not have their regular meeting due to their facility relocation. Mr. Stroud visited their new office at 10 N. Ludlow St. in Dayton and relayed highlights of his tour. He reported that future board meetings following an 8:30 am Executive Committee meeting would start earlier at 9 am. and encouraged members of the board to attend.
 - 2) Mr. Stroud nominated Mr. David Reid for an additional one year term as Vice Chair of the Board and Mr. David Middleton for an additional one year term as Secretary/Treasurer. He asked the board if there were any other nominations and there were none. The vote to elect Mr. Reid and Mr. Middleton was Mr. McCormick-yes, Mr. Middleton-yes, Mr. Perrill-yes, Mr. Reid-yes, Mr. Stroud-yes.
 - 3) Chair, Mr. Woody Stroud, appointed committee members for a one year term as follows:
 - Finance, Contract, and Audit Committee - John LaRock, David Middleton, Bill Perrill, Woody Stroud, Chair - Bill Perrill
 - Personnel Committee - Anne Gerard, David Middleton, Rick Nelson, Bud McCormick, Woody Stroud, Chair - Anne Gerard
 - Programs and Services Committee - Els Daniels, Todd Hiney, Shari Martin, David Reid, Jackie Rhodes, Beth Rubin, Woody Stroud, Chair – David Reid
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 - 4) Miami Valley Regional Planning Commission (MVRPC) Appointments – Mr. Stroud appointed himself to continue as the Transit Board representative to the MVRPC Board. He will also serve as alternate on the Technical Assistance Committee. Mr. Collier was appointed to continue as the Transit Board representative to the Technical Assistance Committee and as alternate on the Board.
 - 5) Mr. Stroud reported that new elected officials were introduced at the Dayton Area Chamber of Commerce Legislative reception and noted that several elected officials commented favorably to him about Greene CATS service, and former Montgomery County Commissioner, Charles Curran, reported that he regularly uses flex service.

- 6) Mr. Stroud initiated a discussion about having a strategic planning session. He suggested Mr. Collier draft an agenda for review by board members allowing individual input for the final agenda. The agenda will offer guidance for strategic conversations and direction.
- 7) Mr. Stroud reported that he signed the lease agreement on behalf of the Board for the new office space at 2380 Bellbrook Ave, Xenia.

A. Chief Financial Officer Report

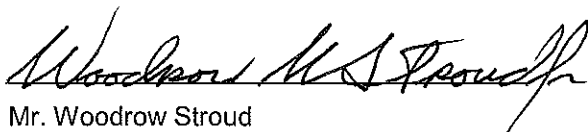
- Ms. Ratcliff presented the Financial and Productivity and Service reports for September 2014.
- Mr. Collier and Ms. Ratcliff are developing a 2015 Budget Draft to be presented at the next Board meeting.
- There were no comments and four complaints for the month of October.

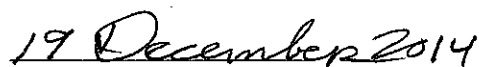
B. Mobility Manager Report

- Ms. Webster presented her monthly report for October 2014. She discussed the agency coordination efforts, reported on the Car and Life Programs and highlighted some of the consumers using the Travel Training Program. She also shared additional meetings, events, conferences, and trainings she attended.
- Mr. Stroud commended Ms. Webster on her ability to tap into free marketing tools and how her coordination efforts assist in publicizing Greene CATS services.

C. Executive Director Report

- 1) Mr. Collier presented his monthly report for October 2014. All grants are being spent down according to the close out schedule submitted to FTA in May. The two oldest formula grants can be closed out after the installation of the security cameras, the oldest CMAQ grant can be closed out after mobile data terminal installation completion. The oldest JARC grant can be closed out when late night flex route funds are expended in December. All other older grants will be spent or closed out by the end of CY2015.
 - 2) Mr. Collier discussed procurement projects. Tablet time point functionality is improved and Fare Clicker functions are being upgraded to allow flex route drivers to access passenger counts and fare amounts on the same screen. Installation date for security cameras installation is December 2014. Delivery date for 10 LTV vehicles is mid-December. Transition of the scheduling database to Cloud Services is completed. RouteMatch is working to correct font issues, otherwise the service is functioning well.
 - 3) The lease agreement with the Xenia Business Center at 2380 Bellbrook Ave., Xenia, Ohio was approved October 29th at the Transit Board meeting and the lease has been signed by Chair, Mr. Woody Stroud. The target date for being fully operational in the new office is February 1, 2015.
 - 4) Mr. Collier reported that Greene CATS received the Most Creative Vehicle Decorations award at the 7th Annual Trunk or Treat hosted by Greene County Children Services. He thanked service provider First Transit for decorating the bus.
7. **First Transit Report** – First Transit General Manager, Dennis Green, announced that First Transit gave out Thanksgiving turkey certificates and also a free thermos to employees for their safety efforts. Mr. Green highlighted the good deed of a First Transit vehicle operator that took it upon himself to repair a wheelchair for a disabled consumer. Mr. Green added that many times his employees' selfless deeds go unnoticed because none of them are seeking recognition for their consideration and aid to the community.
8. **Meeting Dates** – Personnel Committee – no December meeting, Program Committee – no December meeting, Finance Committee (12/12, 12:00 pm), Transit Board (12/19, 8:00 am at the new office location 2380 Bellbrook Ave., Xenia).
9. **Adjournment** – There being no further business, Mr. Stroud adjourned the meeting.


Mr. Woodrow Stroud
Chairperson, Greene County Transit Board


Date