



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

**Board Meeting Minutes**  
**Wednesday, December 19, 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: Ms. Anne Gerard, Mr. Todd Hiney, Mr. Bud McCormick, Mr. David Middleton, Mr. Bill Perrill, Mr. David Reid, Mr. Woody Stroud.
  - B. **Staff Members:** Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Shannon Webster, Ms. Debby Bullock, Mr. Dennis Green (First Transit)
  - C. **Guests:** Jason Brun (First Transit), Tom Koogler (Greene County Commissioner), Dan Wilson (Owner Xenia Business Center)
2. **Approval of Meeting Minutes**
  - A. **November 26, 2014** – Mr. Perrill moved to approve the minutes as written. Mr. McCormick seconded the motion. The vote was Ms. Gerard-yes, Mr. Hiney-yes, Mr. McCormick-yes, 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**
    - 1) **Board Resolution 2014-12-01** – Mr. Perrill moved the adoption of Resolution 2014-12-01 to approve the CY2015 Operating and Capital Budget. Mr. McCormick seconded the motion. Mr. Collier and Ms. Ratcliff reviewed 2015 Budget proposal and answered Board member questions. The vote was Ms. Gerard-yes, Mr. Hiney-yes, Mr. McCormick-yes, Mr. Middleton-yes, Mr. Perrill-yes, Mr. Reid-yes, Mr. Stroud-yes. The resolution was adopted.
  - B. **Programs and Services Committee Action Items - None**
  - C. **Personnel Committee Action Items – None**
  - D. **Other**
    - 1) **Board Resolution 2014-12-02** – Mr. Stroud moved the adoption of Resolution 2014-12-02, a general wage increase for permanent Greene County Transit Board Employees of 2% effective December 27, 2014. Mr. Reid seconded the motion. The vote was Ms. Gerard-yes, Mr. Hiney-yes, Mr. McCormick-yes, Mr. Middleton-yes, Mr. Perrill-yes, Mr. Reid-yes, Mr. Stroud-yes. The resolution was adopted.
5. **Reports**
  - A. **Board Chairperson Report**
    - 1) Mr. Stroud distributed the Miami Valley Regional Planning Commission (MVRPC) Executive Director's Report, Ohio EPA letter, and printouts of slide presentations from the MVRPC meeting.
    - 2) Mr. Stroud discussed the EPA issues concerning the reduction of phosphorus into the water shed.
    - 3) Mr. Stroud reported that the MVRPC Executive Director was given additional discretion with Surface Transportation Program (STP) & Transportation Alternatives (TA) funds in order to meet carry over limits and retain funding for the region.
    - 4) Mr. Stroud encouraged Transit Board members to utilize MVRPC data and mapping resources, examples of which he distributed.
  - B. **Chief Financial Officer Report**
    - Ms. Ratcliff presented the Financial and Productivity and Service reports for November 2014.

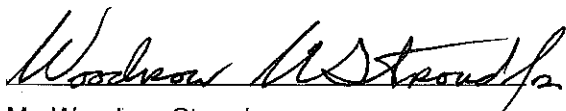
- There were no comments and two complaints for the month of November.

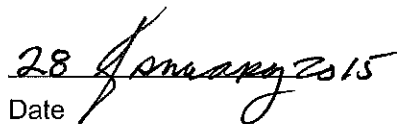
### C. Mobility Manager Report

- Ms. Webster presented her monthly report for November 2014. She discussed the agency coordination efforts and reviewed the Life Program highlighting the addition of 3 new participants bringing total participation up to 8 individuals. She also shared additional meetings, events, conferences, and trainings she attended.
- Executive Director, Ken Collier assigned Ms. Webster to the newly formed MVRPC 5310 Program Committee to serve as staff representative for Greene CATS. This federally funded program provides funding for non-profit agencies who provide transportation services for the elderly and disabled

### D. Executive Director Report

- 1) Mr. Collier presented his monthly report for November 2014. No change in FTA status. 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. Newer grants are being spent down well within the allowable time frames.
  - 2) Mr. Collier reported that he had applied for and received approval of \$83,430 of 2015 State of Ohio Urban Transit Program funds allocated to Greene County.
  - 3) Mr. Collier discussed procurement projects. Technical issues with tablets have been resolved. Additional unpublished time points will be added to flex routes to allow fare collection and passenger counts. Security Cameras are scheduled to be installed the week of December 29<sup>th</sup>. Production of the 10 LTV Vehicles began in late November, with delivery expected the end of December.
  - 4) Quotes for providing a phone system, data and voice service, carpet installation, and renovations have been obtained and are under review. The target date for the new office to be operational is February 1<sup>st</sup>. We will move off of the County phone and data systems. New phone numbers and e-mail addresses will need to be established and our own domain name will be greenecats.gov or .org most likely. The County will forward phone calls and e-mail during the transition. Our presence on the Greene County website will continue for now. Options for creating a sub-site or creating our own independent website are being considered.
  - 5) Mr. Collier attended the Federal Transit Administration Grants Management Training in Chicago.
  - 6) Due to the loss of grant funds, the Purple Flex Route will be phased out over a 3 month period to allow consumers transportation through the winter and time to find other means of travel.
  - 7) Debby Bullock received a 7 year award certificate and service pin at the monthly staff meeting.
7. **First Transit Report** – First Transit General Manager, Dennis Green, updated board members on the bus crash that occurred on Wednesday, November 26<sup>th</sup>. All passengers were treated and released. It was determined that the vehicle operator suffered a medical issue causing him to black out. The bus will be repaired at a cost of approximately \$33,000.
8. **Meeting Dates** – Personnel Committee – no January meeting, Program Committee (1/20, 10:30 a.m.), Finance Committee (1/20, 12:00 pm), Transit Board (1/28, 8 a.m.).
9. **Adjournment** – There being no further business, Mr. Stroud adjourned the meeting.

  
 Mr. Woodrow Stroud  
 Chairperson, Greene County Transit Board

  
 Date