



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

Board Meeting Minutes
Wednesday, January 28, 2015
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. Bud McCormick, Mr. David Middleton, Mr. Bill Perrill, Mr. David Reid, Mr. Woody Stroud, Excused: 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:** Jason Brun (First Transit)
2. **Approval of Meeting Minutes**
 - A. **December 19, 2014** – Mr. Middleton moved to approve the minutes as written. Mr. Perrill seconded the motion. The vote was Ms. Gerard (not yet arrived), 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 2015-01-28-01** – Resolution to authorize the signing of the CY2015 Greene County Board of Developmental Disabilities Agreement. Mr. Collier reviewed the agreement highlighting a few changes from the previous year's contract. Mr. Perrill moved the adoption of Resolution 2015-01-28-01 to authorize the signing of the DD contract. Mr. McCormick seconded the motion. The vote was Ms. Gerard-yes, Mr. McCormick-yes, Mr. Middleton-yes, Mr. Perrill-yes, Mr. Reid-yes, Mr. Stroud-yes. The resolution was adopted.
 - 2) **Board Resolution 2015-01-28-02** – Resolution to adopt the CY2015 Rate for Incidental Charter and Miscellaneous Agency Work. Mr. Perrill moved the adoption of Resolution 2015-01-28-02, Mr. Middleton seconded the motion. The vote was Ms. Gerard-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 2015-01-28-03** – Resolution to Award Data and Voice Service Contract. Mr. Collier outlined comparison figures for the providers offering data and voice service. Mr. Collier recommended the Board enter into a contract with Time Warner Cable to provide service at its new office location, 2380 Bellbrook Ave., for a period of three years. The Board authorized the Executive Director to enter into a contract with Time Warner Cable. Mr. Stroud moved the adoption of Resolution 2015-01-28-03. Mr. McCormick seconded the motion. The vote was Ms. Gerard-yes, Mr. McCormick-yes, Mr. Middleton-yes, Mr. Perrill-yes, Mr. Reid-yes, Mr. Stroud-yes. The resolution was adopted.
 - 2) **Bus repair/replacement** – Mr. Collier disclosed options offered by First Transit to repair and/or replace the vehicle involved in the accident on November 26th. The options were discussed and debated by the Board. The consensus of the Board was to leave the decision regarding repair or replacement of the vehicle to the discretion of the Executive Director.
5. **Reports**
 - A. **Board Chairperson Report**
 - 1) Mr. Stroud distributed the Miami Valley Regional Planning Commission (MVRPC) Executive Director's Report, and printouts of a slide presentation for MVRPC's Rideshare Program Update.

- 2) Mr. Stroud reported that 2014 marked the 35th anniversary of the RIDESHARE Program and a sweepstakes was organized. Twenty percent of the entries were from Greene County which can be largely contributed to the efforts of the Greene County Mobility Manager, Shannon Webster.
- 3) Mr. Stroud has been appointed to the MVRPC 2015 Officer Nominating Committee.
- 4) The MVRPC Annual Meeting will be held April 22, 2015 at the Dayton Marriott.
- 5) The Ohio Public Transit Association will be held June 9-11.

B. Chief Financial Officer Report

- Ms. Ratcliff presented the Financial and Productivity and Service reports for December 2014.
- There were no comments and four complaints for the month of December.


C. Mobility Manager Report

- Ms. Webster presented her monthly report for December 2014. She discussed the agency coordination efforts and reviewed the Life Program. The program has 9 current participants, 1 new participant, and 1 application was received. She also shared additional meetings, events, conferences, and trainings she attended.
- Ms. Webster informed the Board that the Greene County Disability Coalition was disbanding and that she attended their last meeting in December.
- Ms. Webster reported on the progress of a developing a Rideshare program which will be presented to the Program and Services Committee at the appropriate time.

D. Executive Director December Report

- 1) Mr. Collier submitted a revision to reprogram the remaining FY2009 Funds (\$27,010) to Capital Cost of Contracting. Once approved the funds can be drawn down and the grant closed. Remaining FY2007 JARC funds for the late night flex were exhausted.
- 2) Mr. Collier attended a one day training in Chicago for the new FTA grants database.
- 3) The first round of camera installations (27 vehicles) and the server, Wi-Fi, and playback system were installed the week of December 29. The remaining 10 vehicles will be installed when they arrive.
- 4) The first of 5 new LTV vehicles has arrived. Fare Boxes, bike racks, and tablet holsters will need to be added.
- 5) Contracts to make renovations and install carpet at the new office location were executed. Renovation began the middle of December and is expected to take about 6 weeks to complete. Carpet installation is scheduled the first week in January.
- 6) Updated quotes for data, voice, and phone system providers have been obtained and are being reviewed.
- 7) Request for quotes for IT service have been obtained and are being reviewed.
- 8) There were no service limitations due to weather in December. Due to the holidays, there was no service on December 25th and January 1st. The scheduling office was closed at noon on December 24th, and reopened on the 29th in accordance with the County holiday schedule.

7. **First Transit Report** – First Transit General Manager, Dennis Green, shared that he held a Safety Meeting and also explained the Security Camera operation to his employees. Jason Brun detailed the repairs that would be done to the damaged bus indicating that the frame would be totally replaced not repaired. Dennis and Jason answered questions from the board which emphasized that the frame must be replace if the Director select that option while discussing the options. In response to Board inquiry regarding the percentage of our fleet that was still diesel, Mr. Green that with the purchase of the new buses the percentage of diesel buses will drop from 41% to 24%.
8. **Meeting Dates** – Personnel Committee – no February meeting, Program Committee (2/17, 10:30 a.m.), Finance Committee (2/17, 12:00 pm), Transit Board (2/25, 8 a.m.).
9. **Adjournment** – There being no further business, Mr. Stroud adjourned the meeting.


 Mr. Woodrow Stroud
 Chairperson, Greene County Transit Board

25 February 2015
 Date