



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

**Board Meeting Minutes**  
**Wednesday, February 25, 2015**  
**Room 99 at 571 Ledbetter Road, Xenia, OH**

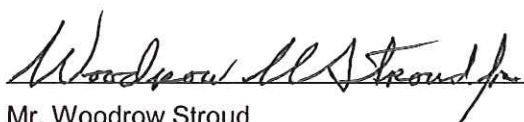
1. **Welcome and Introduction** – Chair, Woody Stroud, called the meeting to order and welcomed those present.
  - A. **Roll call of Board members** – Present: Ms. Anne Gerard, Mr. Todd Hiney, Mr. Bud McCormick, Mr. David Middleton, Mr. Bill Perrill, Mr. Woody Stroud, Excused: Mr. David Reid.
  - B. **Staff Members:** Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Shannon Webster, Ms. Debby Bullock, Mr. Dennis Green & Mr. Jason Brun (First Transit), Ms. Chelsey Benton (WSU Intern)
  - C. **Guests:** None
2. **Approval of Meeting Minutes**
  - A. **January 28, 2015** – Mr. Middleton moved to approve the minutes as written. Mr. Perrill seconded the motion. The vote was Ms. Gerard-yes, Mr. Hiney-yes, Mr. McCormick-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) **Board Resolution 2015-02-25-01 – TCN Contract** - Resolution to authorize the signing of the CY2015 TCN Behavioral Health Services Contract Agreement. Mr. Perrill moved the adoption of Resolution 2015-02-25-01 to authorize the signing of the TCN contract. Mr. McCormick seconded the motion. The vote was Ms. Gerard-yes, Mr. Hiney-yes, Mr. McCormick-yes, Mr. Middleton-yes, Mr. Perrill-yes, Mr. Stroud-yes. The resolution was adopted.
    - 2) **Board Resolution 2015-02-25-02 – Office Furniture Purchase** - Resolution to approve the purchase of office furniture for the new Scheduling Office on Bellbrook Ave. Mr. Perrill moved the adoption of Resolution 2015-02-25-02, Mr. Middleton seconded the motion. The vote was Ms. Gerard-yes, Mr. Hiney-yes, Mr. McCormick-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 – None**
5. **Reports**
  - A. **Board Chairperson Report**
    - 1) Mr. Stroud distributed the Miami Valley Regional Planning Commission (MVRPC) Executive Director's Report.
    - 2) Mr. Stroud mentioned there will be a MVRPC Public Participation meeting on March 3<sup>rd</sup> at 4 p.m. to 6 p.m. to review of the DRAFT Program of Projects to be funded with Federal Transit Administration Fiscal Year 2013 - 2014 allocations for the Dayton Urbanized Area for the Enhanced Mobility for Seniors and Individuals with Disabilities Program (Section 5310). Mr. Stroud encouraged Board members to attend.
    - 3) Mr. Stroud asked Mr. Collier to review the Greene County Transit Board projects recently approved in the MVRPC Transportation Improvement Plan for SFY 2016-2019. He expressed that the planned projects recently approved by MVRPC are the first step in receiving funding. Mr. Collier discussed projects and responded to questions from the Board.
    - 4) Mr. Stroud thanked Mr. Hiney for allowing Greene CATS vehicles to be stored on his property.
  - B. **Chief Financial Officer Report**
    - Ms. Ratcliff presented the Financial and Productivity and Service reports for January 2015.
    - There were no comments and two complaints for the month of January.

### C. Mobility Manager Report

- Ms. Webster presented her monthly report for January 2015. She discussed the agency coordination efforts and reviewed the Life Program. The program has 10 current participants, 2 new participants, and 2 applications were received. She also shared additional meetings, events, conferences, and trainings she attended.
- Ms. Webster met with Sinclair Community College professors and Rob's Rescue committee members to discuss collaboration on Rob's Rescue 2015 Special Needs Fair.

### D. Executive Director January Report

- 1) Mr. Collier submitted for approval the projects to be listed on the SFY 2016-2019 Ohio State Transportation Improvement Plan.
  - 2) Mr. Collier submitted revisions for 2014-2017 STIP Amendment #7 to reflect changes in project funds already approved.
  - 3) The first round of camera installations (27 vehicles) and the server, Wi-Fi, and playback system were installed the week of December 29. Overall the system is working properly. The remaining 10 vehicles will be installed the last week end in February.
  - 4) Fare boxes and bike racks have been installed and all 10 new vehicles are in operation. 4 vehicles are being prepared for sale at auction, 1 vehicle is being sold to Greene County Animal Control, and 5 vehicles will be placed in reserve increasing our total fleet on hand to 41 LTVs. Our peak service requires 35 vehicles.
  - 5) The Bellbrook office renovations are essentially complete with only minor detail and cleanup work left to do. The carpet is installed.
  - 6) The order for voice/data service with Time Warner Cable has been placed. Preliminary design and work permits are complete and the order for the phone system has been placed with Bautel Communications. Preliminary work for voicemail and the auto attendant are complete.
  - 7) The IT service contract will be awarded to Linked Technologies out of Beavercreek.
  - 8) Domain names GreeneCATS.org, GreeneCATS.net, and GreeneCATS.com have been purchased. We will use the GreeneCATS.org domain.
  - 9) Due to inclement weather, service was limited six days in January including one day that all service was cancelled with the exception of dialysis. Developmental Disabilities service was on Plan B (no transportation to Greene Inc. or the Atrium) five days, however community routes including JFS, DD, fare box (public), and flex operated on those days. The scheduling office was closed one day and had a delayed opening (10 AM) two days, one as a result of County closure.
7. **First Transit Report** – First Transit General Manager, Dennis Green, also thanked Mr. Hiney for allowing buses to be stored on his property. Mr. Green relayed to the Board that overall the MDT process was going well. He expressed a need to add some additional training to make sure that all drivers were up to speed and confident about operating the tablets. Jason Brun shared a video clip of newly installed cameras including a shot of a man stealing a purse from a CATS rider waiting for the bus after leaving TCN. The video assisted law enforcement officials in apprehending the assailant.
8. **Meeting Dates** – Personnel Committee – no March meeting, Program Committee (3/17, 10:30 a.m.), Finance Committee (3/17, 12:00 pm), Transit Board (3/25, 8 a.m.).
9. **Adjournment** – There being no further business, Mr. Stroud adjourned the meeting.

  
Mr. Woodrow Stroud  
Chairperson, Greene County Transit Board

  
Date