



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

Board Meeting Minutes
Wednesday, May 27, 2015
2380 Bellbrook Avenue, 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. 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:** None
2. **Approval of Meeting Minutes**
 - A. **April 29, 2015** – Mr. Perrill moved to approve the minutes as written. Mr. Middleton seconded the motion. The vote was Ms. Gerard-yes, Mr. Hiney-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 - None**
 - B. **Programs and Services Committee Action Items - None**
 - C. **Personnel Committee Action Item – Anne Gerard**
 - 1) **Executive Director Evaluation** - Ms. Gerard reported that all Executive Director Evaluations have been scored and will be reviewed at the next Personnel Committee Meeting.
 - D. **Other – None**
5. **Reports**
 - A. **Board Chairperson Report**
 - Mr. Stroud distributed the Miami Valley Regional Planning Commission (MVRPC) Executive Director's Report noting the new web site which is simpler to navigate.
 - The Transit Board opening left by the resignation of Bud McCormick is noted on the Greene County Commissioners meeting agenda.
 - The Board will schedule a presentation time for Mr. McCormick when the appreciation plaque has been received upon order.
 - B. **Chief Financial Officer Report**
 - Ms. Ratcliff presented the Financial and Productivity and Service reports for March 2015. April reports will be presented at the next meeting.
 - Ms. Ratcliff briefed the Board on the status of the upcoming State audit.
 - C. There were two comments and six complaints for the month of April.
 - D. **Mobility Manager Report**
 - Ms. Webster presented her monthly report for April 2015. She discussed the agency coordination efforts and reviewed the Life Program. The program has 11 current participants, 0 new participants, and 0 applications were received.
 - Ms. Webster reviewed meetings, events, and trainings she attended. She highlighted all her travel training efforts.
 - E. **Executive Director April Report**
 - 1) Grants
 - Developed plan with FTA to expend expiring funds and close out grants with unspent funds.
 - Revised ARRA grant, will purchase an alignment system and move generator purchase to another grant.
 - 2) Procurement

- The installation of the cameras was completed in early April.
- Administrative/scheduling offices moved to new location at 2380 Bellbrook Ave. on April 8th.
- New computer equipment including antivirus software, and e-mail service was purchased and installed. Back up equipment and service has been purchased and installed.
- New phone system was purchased and installed. Programming was updated throughout the first few weeks to customize the system.
- Furniture was purchased and installed.
- Design work on building sign continued.

3) Operations

- No service limitations due to inclement weather in April. Minor delays and issues related to construction throughout the region.

4) Review of possible Greene County Developmental Disabilities future contractual changes.

5) Upcoming Meetings

- Ohio Public Transit Association Annual Conference – Columbus, Ohio June 9 – 11, 2015.

7. First Transit Report

- First Transit General Manager, Dennis Green, reported on how well the Mobile Data Terminals worked in assisting with emergency notification during the tornado incident in the Beavercreek area.

8. Upcoming meetings and events: Personnel Committee (6/10 5:30 pm), Program Committee (6/16, 10:30 am), Finance Committee (6/16, 12:00 pm), Transit Board (6/24, 8 am).

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


 Mr. Woodrow Stroud
 Chairperson, Greene County Transit Board


 Date