



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

Board Meeting Minutes
Wednesday, December 23, 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. David Middleton, Mr. David Reid, Mr. Woody Stroud. Ms. Blanche Casey-excused, Mr. Todd Hiney-excused.
 - 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. **November 18, 2015** – Mr. Middleton moved to approve the minutes as written. Mr. Reid seconded the motion. The vote was Ms. Gerard-yes, Mr. Middleton-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** (Due to time constraints of some Board members' schedules, the planned meeting agenda was adjusted.)
 - 1) **Resolution 2015-12-23-03 – 2016 Budget** – Mr. Middleton moved to adopt the CY2016 Operating and Capital Budget. Ms. Gerard seconded the motion. The vote was Ms. Gerard-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Stroud-yes. The resolution was adopted.
 - 2) **Resolution 2015-12-23-04 – General Wage Increase** – Ms. Gerard moved to adopt the resolution for a general wage increase for permanent Greene County Transit Board Employees of 2% effective December 26, 2015. Mr. Reid seconded the motion. The vote was Ms. Gerard-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Stroud-yes. The resolution was adopted.
 - 3) **Resolution 2015-12-23-02 – DD Contract** – Mr. Middleton moved the adoption of the resolution to authorize the signing of the CY2016 Greene County Board of Developmental Disabilities Agreement. Ms. Gerard seconded the motion. The vote was Ms. Gerard-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Stroud-yes. The resolution was adopted.
 - 4) **Resolution 2015-12-23-01 – Minivan Security Cameras** - Mr. Middleton moved the adoption of the resolution to award minivan security camera contract to SEON in the amount of \$20,650. Mr. Reid seconded the motion. The vote was Ms. Gerard-yes, Mr. Middleton-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**
5. **Other Business – Woody Stroud**
 - A. **Election of Officers**
 - Mr. Stroud opened the floor for nominations for Vice Chair of the Greene County Transit Board (GCTB). Mr. Stroud made a motion to nominate Mr. David Reid for the Vice Chair position. Ms. Gerard seconded the motion. There were no further nominations. The vote was Ms. Gerard-yes, Mr. Middleton-yes, Mr. Reid-abstained, Mr. Stroud-yes. Mr. David Reid was approved to continue his service as Vice Chair.
 - Mr. Stroud opened the floor for nominations for Secretary/Treasurer of the GCTB. Mr. Stroud made a motion to nominate Mr. David Middleton for the Secretary/Treasurer position. Ms. Gerard seconded the motion. There were no further nominations. The vote was Ms. Gerard-yes, Mr. Middleton-abstained, Mr. Reid-yes, Mr. Stroud-yes. Mr. David Middleton was approved to continue his service as Secretary/Treasurer.
 - B. **Committee Appointments** – Mr. Stroud appointed Committee members as follows:

- Finance Committee – Committee Chair, David Middleton. Committee members: Blanche Casey, John LaRock.
- Programs and Services – Committee Chair, David Reid. Committee members: Els Daniels, Todd Hiney, Shari Martin, Jackie Rhodes, Beth Rubin.
- Personnel Committee – Committee Chair, Anne Gerard. Committee members: David Middleton, Rick Nelson.
- Mr. Stroud as Board Chair will serve as Ex-officio member on the Finance, Program and Services and Personnel Committees

C. MVRPC Appointments - Mr. Stroud appointed the following representatives:

- Miami Valley Regional Planning Commission (MVRPC) designated representative – Woody Stroud. Alternate, Ken Collier.
- Technical Advisory Committee (TAC) designated representative – Ken Collier. Alternate, Woody Stroud.

6. Reports

A. Board Chairperson Report

- Mr. Stroud shared with the board the MVRPC Executive Director's Update Report (December 3, 2015), and hard copy of the Ohio Department of Transportation Taking Care of What We Have, Asset Management: A Three –Prong Approach slide presentation.

B. Chief Financial Officer Report

- Ms. Ratcliff presented the October Financial Report and reported that the A133 Audit required by the receipt of federal funding was submitted.

C. Mobility Manager Report

- Ms. Webster presented her November Report reviewing Agency Coordination Efforts. She discussed the Life Program, Meetings, and Events. She explained her new Travel Training Participation Chart while sharing highlights. And she reported that will be serving as The Greene County Representative on the United Way 2-1-1 Advisory Council.

D. Executive Director November Report

- Mr. Collier reported that he had submitted the Disadvantaged Business Enterprise bi-annual report, that there were no public comments regarding the FFY2016-2018 goal and the he was waiting on FTA approval. He also reported that grant funding for the Life Program will be running out the end of the year.
- Mr. Collier continued working with Board of Developmental Disabilities (DD) consultant and staff to clarify required contract language and develop transitional plans and that if the GCTB is not certified as a Medicaid Provider by early 2016 the contract with the DD would have to be renegotiated to include Medicaid waiver clients.
- Mr. Collier reported that the remaining five minivans were delivered received and inspected. He is working with manufacturer to resolve brake issues and failure to install back up cameras. He obtained quotes for lettering and installation of cameras.
- Mr. Collier report that there was continued testing of minivan configurations and usage to determine implications for scheduling and dispatching.
- Mr. Collier reported that there were two comments and four complaints for November.

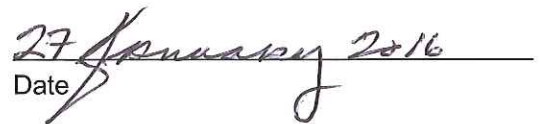
E. First Transit Report

- General Manager, Dennis Green, updated the Board on driver training a familiarization with minivans and shared events of the December Safety Meeting.

7. Upcoming meetings and events: Personnel Committee (1/13, 5:30 pm), Program and Services Committee (1/19, 10:30 am), Finance Committee (1/19, 12:00 pm), Transit Board (1/27, 8:00 am).

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


 Mr. Woodrow Stroud
 Chair, Greene County Transit Board


 Date