



Safe, Reliable, and Accessible Public Transportation

**Board Meeting Minutes
Wednesday, August 28, 2019
2380 Bellbrook Ave, Xenia, OH
Conference Room**

1. **Welcome and Introduction** – Chair Woody Stroud called the meeting to order and welcomed all those present.
 - A. **Roll call of Board members** – Present: Ms. Blanche Casey, Ms. Dyer, Mr. Todd Hiney, Mr. David Middleton, Mr. David Reid and Mr. Woody Stroud. Excused: Ms. Anne Gerard
 - B. **Staff members** – Mr. Ken Collier, Ms. Shannon Webster, Mr. Dennis Green (First Transit).
 - C. **Guests** – Mr. Tom Koogler (Greene County Commissioner), Julie Vann (City of Beavercreek - City Council Member)
2. **Approval of Meeting Minutes**
 - A. July 24, 2019 – Mr. Middleton moved to approve the minutes as written. Mr. Reid seconded the motion. The vote was Ms. Blanche Casey–(not yet arrived), Ms. Dyer-abstained, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Stroud-yes. The minutes were approved.
3. **Employee Recognition** – Mr. Stroud presented Marilyn Ratcliff with a plaque of appreciation and thanked her for 15 years of dedicated service to the Greene County Transit Board as Fiscal Officer and Chief Financial Officer since 2012. On behalf of the Greene County Commissioners Mr. Koogler presented Ms. Ratcliff with a letter of appreciation recognizing her many years of service to Greene County.
4. **Public Comment** – None
5. **Action Items**
 - A. **Other**
 - 1) **Resolution 2019-08-28-01 – Incidental Charter and Miscellaneous Rate** - Mr. Reid moved that the Greene County Transit Board adopt the revised CY2019 Incidental Charter and Miscellaneous Rate effective July 1, 2019 to reflect the revised rates adopted in the revised budget adopted July 24, 2019. Mr. Middleton seconded the motion. The vote was Ms. Casey-yes, Ms. Dyer-Yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Stroud-yes. The motion was approved.
 - 2) **Resolution 2019-08-28-02 – ODOT Urban Transit Program Grant** - Ms. Casey moved that the Greene County Transit Board authorize Kenneth D. Collier, Executive Director, to file an application and execute a grant for \$230,062 for SFY2020 Urban Transit Program funds. Mr. Hiney seconded the motion. The vote was Ms. Casey-yes, Ms. Dyer-Yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Stroud-yes. The motion was approved.
6. **Reports**
 - A. **Board Chairperson Report**
 1. Mr. Stroud reported that both Mr. Collier and Ms. Ratcliff may be on extended leaves simultaneously in October but that he will be available and has the authority to act on behalf of the Executive Director if the need arises.
 2. Mr. Stroud reported that he attended both the entrance and exit interviews for the Federal Transit Administration’s Triennial Review which was conducted the previous week. A preliminary report was reviewed but it will be several weeks before the final report is published at which time Mr. Collier will share with the Board.

3. From the Miami Valley Regional Planning Commission (MVRPC) Executive Director's report Mr. Stroud noted that the region's first DC fast charging site is located at Exit 38 on I-70 in Huber Heights and that the recently released Miami Valley Data Commons Portal is now available to access with both spreadsheets and interactive visual data dashboards on various topics relevant to planning.
4. Mr. Stroud announced that 6-7 Russian Urban Transit Planners will be coming to the Dayton area in November as part of the Open World Program to study transit systems including Greene CATS Public Transit operations.

B. Chief Financial Officer Report

Ms. Ratcliff presented the July Financial, Productivity, and Ridership reports. She also reported that the Auditor of State has almost finished the final review of the CY2018 audit. The Auditor plans to present the final report to the Transit Board following the regular board meeting on September 25, 2019.

C. Mobility Manager Report

Ms. Webster presented the July Mobility Management report.

D. Executive Director Report

Mr. Collier reviewed the July Executive Director Report, the July Comments and Complaints report regarding Greene CATS services and discussed responses and solutions, and announced that he would be out of the office on extended medical leave beginning Oct. 1, returning on or before Nov. 4.

E. First Transit Report

Mr. Green shared that a new policy regarding the playing of the radio on buses has been implemented. Drivers are to turn the radio off completely while passengers are on board the vehicles but may listen at other times. He also reported that:

1. there have been problems with some of the older DVD players on the buses in the transition reducing the licenses for 48 to 30 and that Mr. Collier has arranged with the contractor to send a technician to reconfigure and replace DVD players as needed;
2. the dispatchers have moved into the old break room at the operations center and the old dispatcher's office is being used by the Safety Officer and Driver Supervisors;
3. the antennas for the radios were upgraded; and
4. a new safety campaign "Go No Go" will be introduced to the drivers at the next Safety meeting.

7. Presentation

Ms. Webster presented her Wright State University Masters Capstone project Strategies for Alternative Fund Sources for Greene CATS and provided handouts regarding the successful passage of a 0.1% sales tax in Allen County, Ohio to support the Transit Authority and 0.25% sales tax being considered in Greene County, Ohio to fund a new county jail and sheriff's operation. The handouts provided options that may be considered by the Transit Board for future funding.

Upcoming meetings and events: Personnel Committee (TBD), Programs and Services Committee (9/17-10:30am), Finance, Contracts and Audit Committee (9/17-12pm), Transit Board (8/28-8:00am)

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



Mr. Woodrow Stroud, Chair

9/25/2019

Date