



Safe, Reliable, and Accessible Public Transportation

**Board Meeting Minutes
Wednesday, February 23, 2022**

1. **Welcome and Introduction** – Chair Woody Stroud called the meeting to order at 8:00 am and welcomed all those present.
 - A. **Roll call of Board members** – Present: Ms. Blanche Casey, Ms. Wendy Dyer, Ms. Anne Gerard (8:05 am), Mr. Todd Hiney, and Mr. Woody Stroud. Excused: Mr. David Middleton and Mr. David Reid.
Staff members present – Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Shannon Webster, Ms. Dawn Enoch, Mr. Jason Brun (First Transit), and Mr. Dennis Green (First Transit). **Guests** – None.
2. **Approval of January 26, 2022, Meeting Minutes** – Ms. Dyer moved to approve the minutes. Mr. Hiney seconded the motion. The vote was Ms. Blanch Casey-Yes, Ms. Dyer-Yes, Mr. Hiney-Yes, and Mr. Stroud-Yes. The minutes were approved.
3. **Public Comment on Action Items** – None.
4. **Action Items**
 - A. **Finance Committee**
 1. **Resolution 2022-02-23-01 Incidental Rate** - Ms. Casey moved to extend the 2020 rates for contracted agency work until June 20, 2022, and adopt the CY2022 rates for incidental charter of \$43.15 times vehicle-hours plus \$1.38 times vehicle miles or the equivalent of \$68.80 per vehicle-hour. Ms. Dyer seconded the motion. The vote was Ms. Casey-Yes, Ms. Dyer-Yes, Ms. Gerard-Yes, Mr. Hiney-Yes, and Mr. Stroud-Yes. The resolution was approved.
 - B. **Personnel Committee**
 1. **Resolution 2022-02-23-02 Organizational Chart** - Ms. Gerard moved to adopt the revised Organizational Chart to change Administrative Assistant to Administrative Support Specialist and Scheduler to Assistant Scheduler. Ms. Casey seconded the motion. The vote was Ms. Casey-Yes, Ms. Dyer-Yes, Ms. Gerard-Yes, Mr. Hiney-Yes, and Mr. Stroud-Yes. The resolution was approved.
 2. **Resolution 2022-02-23-03 Wage Scale** - Ms. Dyer moved to adopt the Greene County Commission Wage Scale revised December 18, 2021, as a guide to be fully implemented by the first pay of CY2023, rescinding the General Wage increase approved December 11, 2021, and replacing it with a 4% increase for all positions retroactive to December 18, 2021. Ms. Gerard seconded the motion. The vote was Ms. Casey-Yes, Ms. Dyer-Yes, Ms. Gerard-Yes, Mr. Hiney-Yes, and Mr. Stroud-Yes. The resolution was approved.
 - C. **Service Revision Plan** – Mr. Collier reviewed the updates to the 2022 Service Changes including extending weekday hours to 10 pm, eliminating Saturday hours, increasing weekday flex hours, and the feasibility of converting the Blue and Green Line Flex routes to traditional demand response service. He also provided flex route coverage maps provided by the Greene County GIS Department. He then reviewed proposed fare changes, including a reduction for monthly passes if Saturday service is eliminated. Additional input will be sought from the Programs and Services Committee in March. Public input will be solicited in April with a final plan scheduled to

be presented for approval at the April Transit Board meeting. Implementation is scheduled for July 1, 2022. No action was taken as this time.

5. Reports

A. Board Chairperson Report – Woody Stroud

1. Miami Valley Regional Planning Commission (MVRPC)

a. Mr. Stroud reviewed the February 3, 2022, Executive Director's Update.

B. Chief Financial Officer Report - Ms. Ratcliff presented the January Financial and Productivity reports. She informed the Board that she had engaged Charles E. Harris & Associates, Inc. to provide the 2021 Ohio Personnel Employees Retirement System figures for CY2021. She also reported that she had not been informed yet by the Auditor of State who will be conducting the next audit.


C. Mobility Manager Report – Ms. Webster reviewed the January Mobility Management report regarding agency coordination, travel training, coordination meetings attended, marketing and communication, events. She reported on the webinars and trainings in which she participated. She also handed out and reviewed "The Mobility Scoop," the Ohio Mobility Management Annual Report for 2021 and the Area Agency on Aging - Public Service Area 2, 2022 Community Needs Assessment Survey.

D. Executive Director Report - Mr. Collier reviewed the January Executive Director's Report regarding grant management, vehicle disposal, COVID 19 pandemic response, operations, and comments and complaints. He reported that NeoRide, a private non-profit transit group in Northeast Ohio, will include Greene CATS in a funding request for the start up funds to implement a fare payment system called EZFare.

E. First Transit Report - Mr. Green reminded everyone that the Federal mandate for wearing masks on vehicles was still in effect until March 18. He has hired a new administrative assistant with previous experience as a paratransit contractor at the Columbus Ohio Transit Agency (COTA). He reported that the operating systems for all 45 onboard tablets will need to be updated to move the RouteMatch database to a more capable and secure server. 14 tablets have been updated to date. He also continues to recruit new drivers. Recent interviews have not however resulted in hiring new drivers.

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

Upcoming meetings and events: Finance Committee (3/15 - 12 pm), Personnel Committee (4/20 - 12 pm) Programs and Services Committee (3/16- 1:30 pm), Transit Board (3/23- 8:00 am)


Mr. Woodrow W. Stroud, Chair

March 30, 2022
Date