

**Board Meeting Minutes
Wednesday, March 24, 2021
2380 Bellbrook Ave, Xenia, OH
Conference Room and Via-Teleconference**

1. **Welcome and Introduction** – Chair Woody Stroud called the meeting to order at 8:01 am and welcomed all those present.
 - A. **Roll call of Board members** – Present: Ms. Blanche Casey, Ms. Wendy Dyer, Mr. Todd Hiney and Mr. Woody Stroud.
Excused: Ms. Anne Gerard, Mr. David Middleton, Mr. David Reid
 - B. **Staff members** –Ms. Marilyn Ratcliff, Ms. Shannon Webster, Mr. Ken Collier, Mr. Dennis Green (First Transit), Mr. Jason Brun (First Transit).
 - C. **Guests** – None.
2. **Approval of Meeting Minutes**
 - A. **February 24, 2021**– Ms. Dyer moved to approve the minutes as written. Mr. Hiney seconded the motion. The vote was Ms. Blanche Casey – Yes, Ms. Dyer – Yes, Mr. Todd Hiney -Yes and Mr. Woody Stroud -Yes. The minutes were approved.
3. **Public Comment** – None
4. **Action Items** - None
5. **Reports**
 - A. **Board Chairperson Report**
 1. Miami Valley Regional Planning Commission (MVRPC)
 - a) Mr. Stroud highlighted the following from the Executive Director’s Update:
 - i. MVRPC’s share of the federal Corona Virus Response and Relief Supplemental Appropriations ACT (CRRSAA) funding is \$5,199,864 and will be used for resurfacing projects,
 - ii. the Ohio Transportation Budget includes \$54 million in one-time stimulus funds that will be directed to Metropolitan Planning Organization and Regional Planning Organizations,
 - iii. Major deliverables for the 2020 Census have been delayed: April 30, 2021 for apportionment counts and September 30, 2021 for redistricting data,
 - iv. MVRPC welcomed full-time Disaster Recovery Planner, James Metz, to the staff. He will provide direct assistance to all tornado impacted communities in the Miami Valley and lead the Regional Resiliency Planning process
 - v. 2021 – 2022 Executive Committee Election Results. The Chairperson is Chris Mucher, Miami Township (Greene County), 1st Vice Chairperson is Greg Simmons, Miami County, and 2nd Vice Chairperson is Sara Lommatzsch, City of Riverside. Other Greene County members include Forrest Greenwood, City of Bellbrook, Tom Koogler, Greene County, Woodrow Stroud, Greene County Transit Board, and Deborah Wallace, Beavercreek Township.
 2. Mr. Stroud reviewed the Greene CATS Transportation Improvement Plan amendment to correct state funding amounts that were duplicated under two separate Project ID numbers.
 3. Mr. Stroud distributed the MVRPC Program Outreach presentation noting the different ways it promotes programs including speakers and social media posts which Greene CATS often shares.
 4. Mr. Stroud acknowledged the publication of the Greene County Transit Board’s 2020 Annual Report that was distributed to stakeholders on March 19. Ms. Webster noted that it is available for viewing on Greene CATS website at the bottom of the Transit Board page.
 5. Mr. Stroud announced that Bob Ruzinsky has been promoted the Chief Executive Officer of the Greater Dayton Regional Transit Agency replacing Mark Donaghy who will be retiring April 1, 2021.
 - B. **Chief Financial Officer Report**

Ms. Ratcliff presented the February Financial and Productivity reports. She noted that 1) the Federal Receipts income included reimbursement for the 10 Accessible Vans, 2) \$260,161 listed on the Non-Transportation Revenue line should have been listed on Federal Cash Grants and Reimbursement line however, Total Revenue line is correct, 3) there were two days without service due to weather and one holiday in February contributing to the reduction in one-way trips

compared to January, 4) Veterans Services has been added as a line item on the Ridership Report. She also reported that Federal Transit Administration is requiring new reporting of COVID-19 statistics regarding frontline staff in contact with the public.

C. Mobility Manager Report

Ms. Webster reviewed the February Mobility Management report. She noted Greene CATS participation in the Ohio Loves Transit promotion and the signed recognition by state senator, Bob Hackett recognizing Greene CATS.

D. Executive Director Report

Mr. Collier reviewed the February Executive Director report and Comments and Complaints. Mr. Collier anticipates that the Transit Board will be eligible for \$950,000 in federal American Rescue Program (ARP) funds. He is recommending that planned reductions in service beginning in July be reviewed to see if current service levels could be continued at least until the end of the year. Also whether new same day pilot projects could be added. The State of Ohio Transportation Budget as amended looks like it will be passed with a 20% reduction in General Revenue funds corresponding to a reduction of approximately \$50,000 annually for two years. It will be finalized by April 1. Also, that the Ohio Department of Transportation will be providing funding for transportation to vaccine sites allowing Greene CATS to provide free rides to any Greene County resident. Delivery of the LTV's has begun to but they have warranty and rear door (window) issues that are being taken care of by the provider. A new Administrative Assistant has been hired and will begin March 29th. Mr. Collier reviewed the Comments and Complaints.

D. First Transit Report

Mr. Green reported that: 1) Mr. Brun and his team have been retrofitting running board steps and installing additional drive shafts on the Ford Transits to better secure the steps and make the vehicles safer to operate. Five vehicles are on the road with five yet to be retrofitted, 2) there were no on-the-job work related injuries in 2020 and only 3 COVID cases among the staff, all of which fully recovered and none of which were contacted on the job, 3) will be participating in the upcoming Greene County virtual job fair.

E. Accessible Vehicles

The Board toured a new Ford Transit Accessible Van in the parking lot of the offices.

Upcoming meetings and events: Finance Committee (4/20 -12 pm), Personnel Committee (4/21– 12 pm), Programs and Services Committee (5/18/16 – 10:30 am), Transit Board (4/28 - 8:00 am)

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


Mr. Woodrow W. Stroud, Chair

4/28/2021

Date