



Safe, Reliable, and Accessible Public Transportation

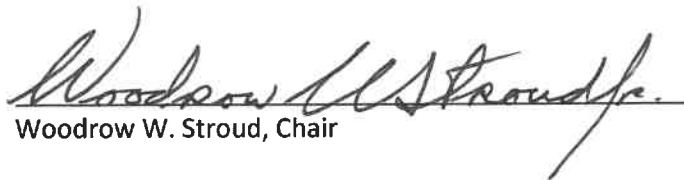
**Board Meeting Minutes
Wednesday, April 27, 2022**

1. **Welcome and Introduction** – Chair Woody Stroud called the meeting to order at 8:03 am and welcomed all those present.
 - A. **Roll call of Board members** – Present: Ms. Blanche Casey, Ms. Wendy Dyer, Ms. Anne Gerard, Mr. Todd Hiney, Mr. David Reid, and Mr. Woody Stroud. Excused: Mr. David Middleton.
Staff members present – Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Shannon Webster, Mr. Jason Brun (First Transit), and Mr. Dennis Green (First Transit). **Guests** – Ms. Serena Anderson (MVRPC).
2. **Approval of March 30, 2022, Meeting Minutes** – Ms. Gerard moved to approve the minutes as corrected. Ms. Casey seconded the motion. The vote was Ms. Casey – Yes, Ms. Dyer – Yes, Ms. Gerard – Yes, Mr. Hiney – Abstain, Mr. Reid – Abstain, and Mr. Stroud – Yes. The minutes were approved.
3. **Public Comment on Action Items** – None.
4. **Action Items**
 - A. **Finance Committee**
 1. Resolution 2022-04-27-01 ODOT Grant Application – Ms. Dyer moved to adopt the resolution as written. Mr. Reid seconded the motion. The vote was Ms. Casey – Yes, Ms. Dyer – Yes, Ms. Gerard – Yes, Mr. Hiney – Yes, Mr. Reid – Yes, and Mr. Stroud – Yes. The resolution was approved.
 - B. **Staff**
 2. Resolution 2022-04-27-02 Service Revision Plan – Mr. Collier provided final updates to the 2022 Service Revision Plan. Mr. Hiney moved to adopt the resolution as written with the corrected start date of July 1, 2022. Ms. Casey seconded the motion. The vote was Ms. Casey – Yes, Ms. Dyer – Yes, Ms. Gerard – Yes, Mr. Hiney – Yes, Mr. Reid – Yes, and Mr. Stroud – Yes. The resolution was approved.
5. **Reports**
 - A. **Board Chairperson Report – Woody Stroud**
 1. Mr. Stroud presented Mr. Collier with a 10-year service award plaque and pin. He requested that Board Members return their annual evaluations for Mr. Collier by April 30 to Ms. Gerard.
 2. Miami Valley Regional Planning Commission (MVRPC)
 - a. Mr. Stroud noted the following from the April 7, 2022, Executive Director’s Update:
 - i. The Age Friendly Network meeting held on April 13, 2022, was recorded and can be accessed on the MVRPC website.
 - ii. A Regional Broadband & Digital Equity Forum will be held on May 10, 2022, at Sinclair College to review broadband infrastructure and access challenges.
 - iii. Dayton’s Veterans Administration Medical Center Director Mark Murdock has agreed to serve on MVRPC’s 5310 Review Committee.
 - b. Ms. Anderson reported that the 5310 funds for the region are now being managed by the Ohio Department of Transportation (ODOT). Grant applications will be submitted to ODOT, but MVRPC still has the final decision on who receives money. MVRPC will be making 5310 funding available for to other projects, including software.
 - B. **Chief Financial Officer Report** – Ms. Ratcliff presented the March Financial and Productivity reports. She reported that when tokens are revalued, revenue loss will be approximately \$19,000. The value of unredeemed tokens is currently \$65,779.50. The Ohio Auditor of State has not advised Ms. Ratcliff of the date the office will complete the annual financial audit.

- C. **Mobility Manager Report** – Ms. Webster reviewed the March Mobility Management report regarding agency coordination, travel training, coordination meetings attended, marketing and communication, events. She also reported on the webinars and trainings in which she participated. Mr. Hiney expressed his appreciation for Ms. Webster’s community involvement.
- D. **Executive Director Report** – Mr. Collier reviewed the Executive Director’s Report regarding grant management, vehicle disposal, including the sale of 3 modified minivans to Meigs County, COVID 19 pandemic response, operations, and comments and complaints.
- E. **First Transit Report** – Mr. Green reported that he is conducting performance reviews of his employees. There were no accidents or injuries in March. One CDL driver and one non-CDL driver have been hired and one CDL driver resigned resulting in a total of 35 drivers. First Transit’s Xenia location is on the verge of achieving a silver rating in the LEAN program. Mr. Brun reported new equipment has been purchased to replace defective oil drain evaporators.

6. **Adjournment** – There being no further business, Mr. Stroud adjourned the meeting at 9:58 am.

Upcoming meetings and events: Finance Committee (6/14 – 12:00 pm), Personnel Committee (5/11 – 12:00 pm), Programs and Services Committee (5/17 – 10:30 am), Transit Board (5/25 – 8:00 am).


Woodrow W. Stroud, Chair

May 25, 2022
Date