



Safe, Reliable, and Accessible Public Transportation

**Board Meeting Minutes
Wednesday, April 28, 2021**

1. **Welcome and Introduction** – Chair Woody Stroud called the meeting to order at 8:02 am and welcomed all those present.
 - A. **Roll call of Board members** – Present: Ms. Blanche Casey, Ms. Wendy Dyer, Mr. Todd Hiney, Mr. David Reid, and Mr. Woody Stroud. Excused: Ms. Anne Gerard, Mr. David Middleton.
 - B. **Staff members** – Ms. Shannon Webster, Mr. Ken Collier, Ms. Heather Root, Mr. Dennis Green (First Transit), Mr. Jason Brun (First Transit).
 - C. **Guests** – Ms. Elizabeth Baxter and Ms. Serena Anderson (Miami Valley Regional Planning Commission).
2. **Approval of Meeting Minutes**
 - A. **March 24, 2021**– Mr. Hiney moved to approve the minutes as written. Mr. Stroud seconded the motion. The vote was Ms. Casey – Yes, Ms. Dyer – Yes, Mr. Hiney – Yes and Mr. Stroud – Yes, Mr. Reid – Abstained. The minutes were approved.
3. **Public Comment** – None
4. **Action Items**
 - A. **Finance Committee**
 1. **Resolution 2021-04-28-01** – Mr. Reid moved that the Board approved the resolution to purchase nine stainless steel bike racks with two bike positions on each rack to outfit nine new light transit vehicles from Sportworks in the amount of \$14,466.50. Ms. Casey seconded the motion. A second quote by another provider would have cost \$3,504 less; however, both Mr. Collier and Mr. Brun felt that the less expensive racks would create a significant safety hazard due to obstructing the view of the drivers. Mr. Brun added that these racks will last 6-7 years and they are used very often by the bus riders. The vote was Ms. Casey – Yes, Ms. Dyer – Yes, Mr. Hiney – Yes, Mr. Reid – Yes, and Mr. Stroud – Yes. The motion passed.
 2. **Resolution 2021-04-28-02** – Ms. Casey moved that the Board approved the resolution to enter into a contract with Safe Fleet in the amount of \$38,418 to install nine security camera systems on 9 new light transit vehicles at a cost of \$38,418. Mr. Hiney seconded the motion. Mr. Collier explained that this purchase is a sole source procurement that will use the Safe Fleet security camera system already in use. The vote was Ms. Casey – Yes, Ms. Dyer – Yes, Mr. Hiney – Yes, Mr. Reid – Yes, and Mr. Stroud – Yes. The motion passed.
 3. **Resolution 2021-04-28-03** – Ms. Casey moved that the Board approved the resolution authorizing the filing of applications with ODOT for SFY2022 transportation assistance funds. Ms. Dyer seconded the motion. Mr. Collier explained that the Elderly and Disabled Transit Fare Assistance Fund will offset the discounted fare amount from riders that pay half fare, estimated to be \$19,000 for CY2021. The Urban Transit funds will pay 50% of personnel and service costs for the Administrative/Scheduling office and is invoiced quarterly. The amount is expected to be approximately \$240,000 in SFY2022. The Ohio Rides to Community Immunity Program funds Greene CATS to provide free rides for people obtaining COVID-19 vaccines. The amount is \$97,538 and is invoiced at the fully allocated per trip rate as used. The vote was Ms. Casey – Yes, Ms. Dyer – Yes, Mr. Hiney – Yes, Mr. Reid – Yes, and Mr. Stroud – Yes. The motion passed.
 4. **Resolution 2021-04-28-04** – After initial discussion and input from Mr. Collier and Mr. Hiney it was decided to reassign the procurement of a copier lease contract to Mr. Collier to seek additional cost comparisons. No action was taken on the resolution.
 - A. **Other**
 1. **Resolution 2021-04-28-05** – Ms. Casey moved that the Board approve the resolution to enter into a 3-year contract with Spectrum to provide 25 Mbps internet service through the State of Ohio Cooperative Purchase program at a cost of \$299.00 per month. Mr. Reid seconded the motion. Mr. Collier explained that the current capacity of 10 Mbps is not sufficient for scheduling and other computer programs that are accessed through the internet, that our IT service provider recommends a 25 Mbps plan for both uploading and downloading data at those speeds which is different

from other plans that have higher download speeds but lower upload speeds. By purchasing through the State Cooperative we can reduce our current monthly costs by \$155 per month even with the increase in capacity. The vote was Ms. Casey – Yes, Ms. Dyer – Yes, Mr. Hiney – Yes, Mr. Reid – Yes, and Mr. Stroud – Yes. The motion passes.

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 announced the launch of MiamiValleyJobs.org, a one stop website for candidates seeking a role within a public agency.
 - ii. MVRPC is sponsoring the Undesign the Redline Exhibit. A traveling exhibit which traces the roots of government policies to social issues currently faced.
 - iii. MVRPC is sponsoring the Romero Human Rights Award Series. It consists of online events celebrating perseverance and achievements of environmental and climate justice advocates.
 - iv. The latest updates on construction projects like the S.R. 235 Bridge Repair can be found at MiamiValleyRoads.org.
 - b) Mr. Stroud highlighted FTA Section 5310 Program 2020 Grant projects to be submitted on behalf of the Greene County Transit Board including the purchase of a Light Transit Vehicle, Mobility Management Services, and multi-agency medical shuttle service.
 - c) Mr. Stroud provided the Vision and Mission statement for the Institute for Livable and Equitable Communities
2. Mr. Stroud recognized Executive Director Collier for 9 years of service with the Greene County Transit Board by presented him with certificate of recognition and 9-year service pin. Mr. Stroud distributed Executive Director annual evaluation forms and requested they be submitted to Ms. Anne Gerrard by Friday, May 7, 2021.

B. Chief Financial Officer Report

Executive Director Collier presented the March Financial and Productivity reports. He noted: 1) the federal grant reimbursement for February expenses had not been drawn down by the end of March; 2) a late filing by the payroll service resulted in a \$25 IRS penalty paid by the GCTB which will be reimbursed; 3) payment for lettering on new buses is included this month; 4) the State of Ohio Star Plus investment program is ending in May and this will be addressed at the next Finance Committee meeting; 5) ridership has increased to 80% of pre-COVID levels in March; 6) fuel cost increases from January to March followed the same trends as they did in 2020; 6) the Greene Board of Developmental Disabilities continues to move clients from contract reimbursement to Medicaid reimbursement.

C. Mobility Manager Report

Ms. Webster reviewed the March Mobility Management report. She noted Greene CATS received a proclamation from the City of Beavercreek in recognition of 20 years of transit service.

D. Executive Director Report

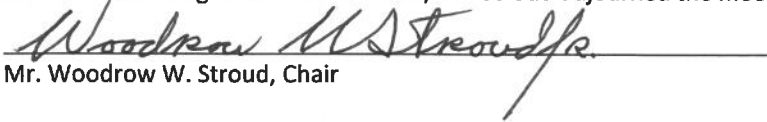
Mr. Collier anticipates that the \$810,192 American Rescue Act grant will allow us to maintain current operations for the next 2 fiscal years. State budget funding was restored to \$74 million annually over the next two fiscal years. The GCTB is eligible for \$97,538 in grant money that will be used to provide free rides to vaccination appointments and other medical trips. The new Administrative Assistant, Heather Root, began her assignment March 29th. Eight of the ten new Accessible Ford Transit Vans are in service and all will be by next week. Nine new LTV's have been delivered. There was a warranty issue regarding the heaters and that is being addressed with the manufacturer. We are currently operating at roughly 80% of pre-COVID-19 levels. Route Match Training has been scheduled for June to prepare for same day service and will begin capturing ridership data electronically on the Flex Routes beginning in July. Mr. Collier reviewed March Comments and Complaints.

E. First Transit Report

Mr. Green reported: 1) there were no accidents or injuries last month; 2) half of drivers are currently vaccinated and First Transit is working on getting all vaccinated; 3) he participated in a virtual job fair but did not hire anyone; 4) he is currently down 10 drivers and is exploring additional options for recruiting.

Upcoming meetings and events: Finance Committee (5/18 -12 pm), Personnel Committee (5/12 12:00 pm) Programs and Services Committee (5/18 – 10:30 am), Transit Board (5/26 - 8:00 am)

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


Mr. Woodrow W. Stroud, Chair

5/26/2021
Date