

**Board Meeting Minutes
Wednesday, July 25, 2018
2380 Bellbrook Avenue, Xenia, OH**

1. **Welcome and Introduction** – Chair Woody Stroud called the meeting to order and welcomed those present.
A. Roll call of Board members – Present: Ms. Anne Gerard (8:15 a.m.), Ms. Blanche Casey, Mr. Todd Hiney, Mr. David Middleton, Mr. David Reid, Mr. Charles Rowland and Mr. Woody Stroud. Excused: none.
Staff Members: Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Shannon Webster, Ms. Lucinda Flinn, Mr. Dennis Green (First Transit).
Guests: None

2. **Approval of Meeting Minutes**
A. June 27, 2018 – Mr. Middleton moved to approve the minutes as written. Mr. Rowland seconded the motion. The vote was Ms. Casey-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-abstained, Mr. Rowland-yes and Mr. Stroud-yes. The minutes were approved.

3. **Public Comment-** None

4. **Action Items**
A. Other- Mr. Collier
 - 1) **Resolution 2018-07-25-01 – DBE Goal FY2019-FY2021-** Mr. Reid moved that the Greene County Transit Board adopt the revised FY2019-FY2021 DBE Goal of 0.0% and authorize the Executive Director to submit the revised goal to the Federal Transit Administration. Mr. Rowland seconded the motion. The vote was Ms. Casey-yes, Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, and Mr. Stroud-yes. The motion was approved.

5. **Reports**
A. Board Chairperson-Woody Stroud
 - 1) Mr. Stroud reviewed the MVRPC Executive Director’s Update highlighting the first Greater Region Coordination Council Meeting held in Troy which discussed the Greater Region Mobility Initiative (GMRI). Nine counties in the GRMI were represented at the meeting. Per Mr. Stroud’s request, Ms. Webster explained the purpose of the meeting was to create a strategic plan, set goals, organize and do a Strength, Weakness, Assets, and Threat analysis. Also, she reported the Coordinating Council would continue to meet quarterly.
 - 2) Mr. Stroud informed the Board that he and Mr. Collier, Ms. Webster and MVRPC Director, Brian Martin; Administrative Assistant, Teresa Wise; Director of Sustainable Solutions and Transportation Alternatives, Kim Lahman; Transit Coordination Planner, Alexandra Growel met at the Greene County Transit Board (GCTB) administrative office to learn more about the GCTB. The group also toured the newly renovated operations & maintenance center operated by First Transit under contract to GCTB.
 - 3) Mr. Stroud attended the 2018 Gubernatorial Candidates Forum in Columbus. He was pleased to report that both candidate’s attitude was very supportive towards public transportation with only modest differences in how funds would be generated to support transit and approach to improve infrastructure.
B. Chief Financial Officer Report
 - 1) Ms. Ratcliff presented the June 2018 financial reports.
 - 2) Ms. Ratcliff presented the June 2018 productivity reports.

C. Mobility Manager Report

- 1) Ms. Webster presented the June 2018 Mobility Manager report.

D. Executive Director Report

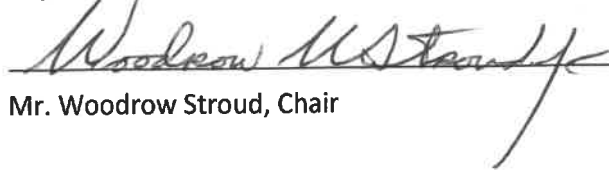
- 1) Mr. Collier stated that all grants are being spent down as planned. We continue to be reimbursed through a Federal Transit Administration section 5310 grant for Mobility Management expenses.
- 2) Mr. Collier reported The Title VI Program was submitted for review and the Disadvantaged Business Enterprise Goal for FY2019-FY2021 is due by August 1, 2018.
- 3) Mr. Collier announced all approvals and signatures have been executed for the Greene County Job and Family Services (JFS) contract for period of 7/1/2018-6/30/2019.
- 4) Mr. Collier reported a delay in production of the three LTV's ordered at the end of March. A new production date is pending.
- 5) Mr. Collier implemented settings changes recommended by Route Match in the scheduling system to increase the frequency of multiple trips at once. He also added flexible breaks when scheduling routes to accommodate more rides in the middle of the day when vehicles are in transition from morning to afternoon drivers.
- 6) Mr. Collier met with the owners of the facility where the GCTB administrative offices are currently located to negotiate terms of the lease and plan for upgrades to main entrance (awning, automatic door, and disabled parking).
- 7) Mr. Collier announced trial deviation service on two flex routes for the Fairborn Senior Apartments and John Sales Manor of Xenia. Ms. Webster will develop and implement a marketing plan to promote the deviations.
- 8) Mr. Collier reviewed comments and complaints regarding Greene CATS services and discussed responses and solutions.

E. First Transit Report

- 1) Mr. Green, General Manager of First Transit (FT) shared changes in dispatch and administrative staff positions.
- 2) Mr. Green reported the interior of the operations center is complete. Grand opening date TBD.

Upcoming meetings and events: Programs & Services (8/14 10:30), Finance Committee (8/14-12pm) Transit Board (8/22-8:00am)

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


Mr. Woodrow Stroud, Chair

8/22/2018
Date