



*Safe, Reliable, and Accessible Public Transportation*

**Board Meeting Minutes  
Wednesday, November 28, 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. Blanche Casey, Ms. Anne Gerard, Mr. Todd Hiney, Mr. David Middleton, Mr. David Reid, & 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. **October 24, 2018** – Mr. Middleton moved to approve the minutes as written. Mr. Reid seconded the motion. The vote was Ms. Casey-yes, Ms. Gerard-yes, Mr. Hiney-Abstain, Mr. Middleton-yes, Mr. Reid-yes and Mr. Stroud-yes. The minutes were approved.
  
3. **Public Comment-** None
  
4. **Action Items**
  - A. **Personnel Committee** – At 8:05am Anne Gerard moved for the Transit Board to enter into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee pursuant to ORC 121.22(G)(1). Mr. Reid seconded the motion. The vote was Ms. Casey-yes, Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes and Mr. Stroud-yes. The motion was approved. At 8:34 Mr. Reid moved to end Executive Session. Mr. Middleton seconded the motion. The vote was Ms. Casey-yes, Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes and Mr. Stroud-yes. The motion was approved.
    - 1) **Resolution 2018-10-24-01 – Position Reclassification** – no action taken on the resolution.
    - 2) **Resolution 2018-10-24-02 – Step and General Wage Increase** – no action taken on the resolution.
    - 3) **Resolution 2018-11-28-02 – Position Reclassification** – Ms. Gerard moved that the Greene County Transit Board adopt the Pay Grades, as recommended by the Greene County Personnel Department, effective with the pay period ending January 4, 2019. Mr. Middleton seconded the motion. The vote was Ms. Casey-yes, Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes and Mr. Stroud-yes. The motion was approved.
    - 4) **Resolution 2018-11-28-03 – Step and General Wage Increase** – Ms. Gerard moved that the Greene County Transit Board adopt the classification and rate recommendations of the Greene County Personnel Department effective with the pay period ending January 4, 2019. Ms. Casey seconded the motion. The vote was Ms. Casey-yes, Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes and Mr. Stroud-yes. The motion was approved.
  
- B. **Other** – Ken Collier
  - 1) **Resolution 2018-11-28-01 – CY2019 Budget** – Ms. Casey moved that the Greene County Transit Board adopt the proposed CY2019 operating budget in the amount of \$3,516,502 and capital budget in the amount of \$238,000. Mr. Hiney seconded the motion. The vote was Ms. Casey-yes, Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes and Mr. Stroud-yes. The motion was approved.
  - 2) **Holiday Schedule** - Mr. Collier informed the Board that the Greene County Commissioners approved

December 24, 2018, as a holiday for county employees under the Commissioners. Ms. Gerard moved that the Transit Board approve the Transit Board 2018 Holiday schedule to also include December 24<sup>th</sup> for Transit Board Staff. Ms. Casey seconded the motion. The vote was Ms. Casey-yes, Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes and Mr. Stroud-yes. The motion was approved.

## 5. Reports

### A. Board Chairperson - Mr. Stroud

- 1) Mr. Stroud reviewed the MVRPC Executive Director's Update noting that he attended the National Conference for Community and Justice of Greater Dayton's 41<sup>st</sup> Annual Friendship Dinner representing the Greene County Transit Board on October 29, 2018.
- 2) Mr. Stroud will attend the seminar put on by Miami Valley Alcohol, Drug, Addiction & Mental Health Services (ADAMHS) on behalf of the Miami Valley Veterans Association and in representation of the Transit Board on 11/29/18.
- 3) Mr. Stroud advised that he will make Transit Board Committee Appointments in December and asked that members advised him of any changes be submitted.

### B. Chief Financial Officer Report

- 1) Ms. Ratcliff reviewed the October 2018 financial reports.
- 2) Ms. Ratcliff reviewed the October 2018 productivity reports.

### C. Mobility Manager Report

- 1) Ms. Webster reviewed the October 2018 Mobility Manager report.

### D. Executive Director Report

- 1) Mr. Collier reviewed the October 2018 Executive Director report.
- 2) Mr. Collier reviewed the October 2018 Comments and Complaints report regarding Greene CATS services and discussed responses and solutions.

### E. First Transit Report

- 1) Mr. Green, General Manager of First Transit (FT), reported the details of 3 minor accidents. There were no injuries and only minimal damage to the vehicles. The FT drivers were not at fault.
- 2) Mr. Green reported 2 of the 3 new buses are in service, and the 3<sup>rd</sup> will be soon.

**Upcoming meetings and events:** Programs & Services (1/15/19-10:30am), Finance Committee (1/15/19-12pm), Transit Board (12/18/18-12:00pm)

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

  
Mr. Woodrow Stroud, Chair

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12/18/2018  
Date