



Greene County Transit Board
Providing Safe, Reliable, and Accessible Public Transportation

Board Meeting Minutes
Wednesday June 29, 2016
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: Mr. Todd Hiney, Mr. David Middleton, Mr. David Reid, Mr. Charles Rowland, Mr. Woody Stroud. Excused: Ms. Blanche Casey, Ms. Anne Gerard.
 - B. **Staff Members:** Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Shannon Webster, Ms. Lucinda Flinn, Ms. Debby Bullock, Mr. Dennis Green (First Transit).
2. **Approval of Meeting Minutes**
 - A. **May 25, 2016** – Mr. Middleton moved to approve the minutes as written. Mr. Reid seconded the motion. The vote was Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, Mr. Stroud-yes. The minutes were approved.
3. **Public comment on Action Items - None**
4. **Action Items**
 - A. **Finance, Contracts, and Audit Committee Action Items**
 - 1) **Resolution 2016-06-29-01 – JFS Contract Amendment** - Mr. Middleton moved to amend the maximum contract amount with Greene County Department of Job and Family Services for service provided from July 1, 2015 to June 30, 2016 to \$280,000. Mr. Hiney seconded the motion. The vote was: Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, Mr. Stroud-yes. The motion was approved.
 - 2) **Resolution 2016-06-29-02 – JFS Contract** – Mr. Rowland moved that the Greene County Transit Board agrees to enter into a one year contract from July 1, 2016 to June 30, 2017 with Greene County Department of Job and Family Services to provide NET Medicaid transportation. Mr. Middleton seconded the motion. The vote was: Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, Mr. Stroud-yes. The motion was approved.
5. **Programs and Services Committee Action Items – None**
6. **Personnel Committee Action Items – None**
7. **Other – Ken Collier**
 - 1) **Resolution 2016-06-29-04 – Logo/Trade Name** – Mr. Hiney moved that the Board adopt the revised and updated logos, trade name, and trade mark effective July 1, 2016 and tasks the executive Director to file all necessary legal documentation required to make such revisions legal and official. Mr. Rowland seconded the motion. The vote was Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, Mr. Stroud-yes. The motion was approved.
8. **Reports**
 - A. **Board Chairperson Report**
 - Mr. Stroud shared with the Board the Miami Valley Regional Planning Commission's (MVRPC) Executive Director Update and cited the promotion of MVRPC releasing "Street Smart" Billboards and Transit Advertisements in response to the alarming rate of pedestrian related crashes. He noted Ohio pedestrian fatalities (56) are up 124% from 2014 to 2015 but up 10% nationally.
 - Mr. Stroud distributed MVRPC News Release from Laura Loges about MVRPC introducing a New Regional Profile Series which includes web and print versions with interactive maps including detailed Greene County specific data.
 - Mr. Stroud reviewed the goals that Mr. Brian Martin Executive Director, MVRPC presented to the MVRPC Board.
 - Mr. Stroud distributed and shared an article titled, "Share the Road". MVRPC promotes collaboration among communities, stakeholders, and residents to advance regional priorities. MVRPC developed Share the Road to make our Region's roads safer for motorists and bicyclists.
 - There will be no MVRPC Board meeting in July.

- Mr. Stroud presented Mr. Ken Collier with his 4 year service award, thanking him for his service and dedication.

B. Chief Financial Officer Report

- Presented May Financial Report and May Productivity Report.
- Waiting on the State of Ohio to determine a procedure for auditing grants.
- Medicaid approved \$365,000 for January thru May reimbursement. Approximately \$64,000 of reimbursement dollars need corrected and resubmitted.
- Will begin to replenish \$500,000 transferred from STAR Plus account that was used for cash flow purposes while procedures were worked out for Medicaid reimbursements.
- Introduced returning hire, Lucinda Flinn, the new Fiscal Specialist.

C. Mobility Manager May Report

- Ms. Webster presented her May Report reviewing Agency Coordination Efforts. She outlined meetings, trainings, events, and shared travel training highlights.
- Collaborated with GCBDD/MCBDD Summer Youth Boot Camp developers for Travel Training Program.
- Provided both classroom and field training on mobility options in Greene County for Yellow Springs High School Special Education class. Honored to have Chief David Hale, Yellow Springs Police Department, assist with field training.

D. Executive Director Report

Mr. Collier:

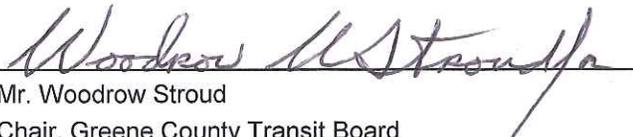
- **Grant Management** – Greene County Commissioners approved a Supplemental Agreement to apply for the FY 2015 Formula Grant Funds. Application submitted to FTA June 3rd and is under review.
- **Medicaid Reimbursement** – Received formal notice Medicaid Application approved through 12/7/2020 with effective billing date of 12/8/2015. Registered in system to allow us to submit claims and be reimbursed electronically.
- **Contracts** – Submitted proposal to provide Non-Emergency Transportation (NET) service for Job and Family Services beginning July 1, 2016 through June 30, 2017. Received notice GCTB along with Xenia Adult Recreation Services Center have been awarded contracts.
- **Procurement** – Worked on updating logo design and production of 15th anniversary video.
- **Personnel** – New Fiscal Specialist trained to do verification. Will allow us to remain current on reports and accounts receivables. First Transit hired additional road supervisor and is adding additional dispatcher hours.
- **Other** – Triennial Review is July 20 & 21. Met with Route Match personnel to discuss the notification system (Route Shout). Moving new flex route launch to December.
- Reviewed five complaints received for the month of May.

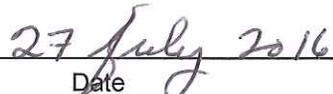
E. First Transit Report

- Dennis Green, General Manager of First Transit, reported that he has continued on his hiring push to hire new drivers. Eight drivers have been hired recently. Three van drivers are being trained to become CDL qualified.
- Phase two of construction began. Working on drainage and water retaining pond. Extending employee parking lot a little farther than originally planned.
- Reviewed staffing changes. Don Flemming training evening supervisor. Still working on relieving week end dispatcher of some hours.
- Preparing for FTA audit and will begin CPR and First Aid training on Saturdays.

9. **Upcoming meetings and events:** Transit Board (7/27 8:00 am), 15th Anniversary Celebration (7/28, 11 am – 1 pm)

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


 Mr. Woodrow Stroud
 Chair, Greene County Transit Board


 Date