



Providing Safe, Reliable, and Accessible Public Transportation

**Board Meeting Minutes
Wednesday September 28, 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: Ms. Blanche Casey, Ms. Anne Gerard, Mr. Todd Hiney, Mr. David Middleton, Mr. David Reid, Mr. Charles Rowland, Mr. Woody Stroud.
 - B. **Staff Members:** Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Shannon Webster, Mr. Dennis Green (First Transit), Mr. Jason Brun (First Transit).
 - C. **Guests:** None
2. **Approval of Meeting Minutes**
 - A. **August 24, 2016** – Mr. Middleton moved to approve the minutes as written. Ms. Casey seconded the motion. The vote was Ms. Casey-yes, Ms. Gerard-absent, Mr. Hiney-absent, 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 Committee**
 1. **Resolution 2016-09-28-01 – Copier Lease**

Mr. Middleton on behalf of the Finance Committee recommended adoption of the resolution. Mr. Rowland moved the adoption of the resolution. It was seconded by Ms. Casey. The vote was Ms. Casey-yes, Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, Mr. Stroud-yes. The resolution was approved.
 - B. **Programs and Services Committee**
 1. **Resolution 2016-09-28-02 – Flex Route Structure**

Mr. Collier gave a brief overview of the revised flex route planning principles and structure providing sample route maps and schedules. Mr. Reid moved the adoption of the resolution. Mr. Hiney seconded the motion. The vote was Ms. Casey-yes, Ms. Gerard-yes, Mr. Hiney-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Rowland-yes, Mr. Stroud-yes. The resolution was approved. Mr. Collier will test schedules with Greene CATS vehicles and drivers before the schedules are finalized and a public meeting to get input on the proposed schedule revisions will also be held.
5. **Reports**
 - A. **Board Chairperson Report**
 - Mr. Stroud distributed and reviewed the Miami Valley Regional Planning Commission's (MVRPC) Executive Director's Update noting the upcoming Miami Valley Cycling Summit scheduled for May 5, 2017 at Wright State University. He also noted that Greene CATS buses are equipped with bike racks and handed out a flyer for the Summit.
 - Mr. Stroud distributed a copy of MVRPC's Going Places Implantation Progress updates that highlighted accomplishments and upcoming projects.
 - B. **Chief Financial Officer Report**
 - Ms. Ratcliff reviewed the August Financials Report noting that the financial audit was in the final stages of being completed and would be filed in time to meet all required deadlines.
 - C. **Mobility Manager Report**
 - Ms. Webster presented her August Report sharing agency coordination efforts and travel training highlights. She discussed the meetings, events, and trainings attended.

D. Executive Director Report

- Mr. Collier reported that FY 2015 Formula Grant in the amount of \$1359,304 was approved, that comments on the Triennial Review Draft Report had been submitted, that the Medicaid reimbursements were now up to date he had obtained and reviewed quotes for a new copier lease.

E. First Transit Report

- Dennis Green, General Manager of First Transit (FT), reported that Teamsters Union had ratified a three year contract with FT and that they were having a lot of warranty issues with the minivans.

Upcoming meetings and events: Personnel Committee (10/12, 4 p.m.), Finance Committee (10/18, 12 noon), Transit Board (10/26, 8:00 a.m.)

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


Mr. Woodrow Stroud
Chair, Greene County Transit Board


Date