

**Programs and Services Committee
Minutes of meeting on January 21, 2020**

1. Welcome and Introductions: Chair, Mr. David Reid welcomed the committee.

Committee members in attendance: Ms. Kirsten Bean, GC Public Health; Ms. Jackie Rhodes, GC Board of Developmental Disabilities, Ms. Amy McKinney, GC Job & Family Services, Mr. David Reid and Mr. Woodrow Stroud. Excused: Mr. Todd Hiney. Staff Members in attendance: Ken Collier, Shannon Webster, Marilyn Ratcliff and Christi Greene.

Guests: none

2. Review of September 17, 2019 Meeting Minutes:

Meeting notes of September 17, 2019 were reviewed for accuracy. No further action was taken.

3. Public Comments on Action Items: None

4. Action Items:

A. **Title VI Program** – Mr. Collier reviewed the Title VI audit results and proposed revisions to the language, complaint procedures and Limited English Proficiency plan.

The following revisions were recommended:

- That the sentence referring to information needed in another language should be moved to the beginning of the Notice to the Public and included in Spanish.
- Analysis of U.S Census data: clarify language regarding Safe Harbor thresholds, percentages and number of individuals that speak English less than very well.
- Membership of non-elective committees/percentages for finance committee should be changed to 75% white and 25% Hispanic.

Ms. Kirsten Bean and Ms. Jackie Rhodes provided recommendations for interpreter services and resources and will provide specifics to Ms. Shannon Webster to follow up on at a later date.

5. Information Items:

A. Mr. Collier reported on the proposed schedule rides and flex route fare that was recommended by the Programs and Services committee to the Transit Board in September. Overall, the Transit Board approved of the proposed fare structure however they have requested they be provided additional information regarding each category of trip length. Ms. Ratcliff is developing reports to provide that information and will report to the Transit Board when completed. A single fare for guests, both adult and children, is also being considered to simplify the scheduling process.

6. Adjournment: Chair Mr. David Reid adjourned the meeting.

7. Next meeting: March 17, 2020 at 10:30am


Woodrow Stroud, Board Chair
(On behalf of David Reid, Chair)


Date