



Safe, Reliable, and Accessible Public Transportation

**Board Meeting Minutes
Wednesday, January 29, 2020
2380 Bellbrook Ave, Xenia, OH
Conference Room**

1. **Welcome and Introduction** – Chair Woody Stroud called the meeting to order and welcomed all those present.
 - A. **Roll call of Board members** – Present: Ms. Wendy Dyer, Ms. Blanche Casey, Mr. Todd Hiney, Mr. David Middleton, Mr. David Reid and Mr. Woody Stroud. Excused: Ms. Anne Gerard
 - B. **Staff members** – Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Shannon Webster, Ms. Christi Greene.
 - C. **Guests** – None
2. **Approval of Meeting Minutes**
 - A. **December 17, 2019** – Mr. Reid moved to approve the minutes as written. Mr. Middleton seconded the motion. The vote was Ms. Dyer-yes, Ms. Casey-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Hiney- yes, Mr. Stroud-yes. The minutes were approved.
3. **Public Comment** – None
4. **Action Items**
 - A. **Other**
 1. **Resolution 2020-1-29-01 – Exemplary Performance Bonus** - Mr. Reid moved that the Transit Board approve a \$600.00 lump sum payment each for Scheduler Dawn Enoch and Fiscal Support Specialist Cathy Muterspaw for their exemplary performance during the 18-week period of August 5, 2019 to December 8, 2019. Mr. Middleton seconded the motion. The vote was Ms. Dyer-yes, Ms. Casey-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Hiney, Mr. Stroud-yes. The resolution was approved.
 2. **Resolution 2020-1-29-02 – Board of Developmental Disabilities Contract** – Mr. Collier distributed and reviewed a copy of the Greene County Board of Developmental Disabilities (GCBDD) 2020 contract Mr. Middleton moved that the Transit Board authorize the signing of the GCBDD 2020 contract as provided at the rate of \$43.69 for each one way trip with the total amount not to exceed \$320,000 to provide Non-Medical Transportation within Greene County or to and from Greene County and contiguous counties Ms. Casey seconded the motion. The vote was Ms. Dyer-yes, Ms. Casey-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Hiney-yes, Mr. Stroud-yes. The resolution was adopted.
 3. **Resolution 2020-1-29-03 – Title VI Program** – Mr. Collier distributed and reviewed a copy of the revised and updated Title VI program dated January 29, 2020. Mr. Reid moved that the Transit Board adopt the revised and updated Title VI Program as provided. Mr. Middleton seconded the motion. The vote was Ms. Dyer-yes, Ms. Casey-yes, Mr. Middleton-yes, Mr. Reid-yes, Mr. Hiney-yes, Mr. Stroud-yes. The resolution was adopted.
5. **Reports**
 - A. **Board Chairperson Report**
 1. **Miami Valley Regional Planning Commission (MVRPC) Executive Director report:**
 - a. Mr. Stroud noted that in the wake of the 2019 Miami Valley tornados MVRPC has been called upon to lead the Long-Term Community Disaster Recovery Network for the Region and that he has been asked to serve on the Disaster Relief Board by the Dayton Foundation and MVRPC. Mr. Stroud accepted the appointment.
 - b. Mr. Stroud announced the MVRPC Annual Board Dinner will be held April 16, 2020.

2. Triennial review

- a. Mr. Stroud advised the Board that he received the close out letter for the FY2016 Triennial Review for the Federal Transit Administration stating that all corrective actions have been approved.

B. Chief Financial Officer Report

Ms. Ratcliff presented the December financial reports.

C. Mobility Manager Report

Ms. Webster presented the December Mobility Management report. Ms. Webster distributed promotional materials for the Ohio Loves Transit a promotional effort by the Ohio Public Transit Association to recognize the benefits of transit to communities throughout Ohio during the week of February 10-14, 2020. Ms. Webster has asked that during this week all staff, including First Transit, bus drivers and board members wear I Love Transit buttons. All flex route drivers will be handing out lollipops to passengers with I Love Transit stickers attached.

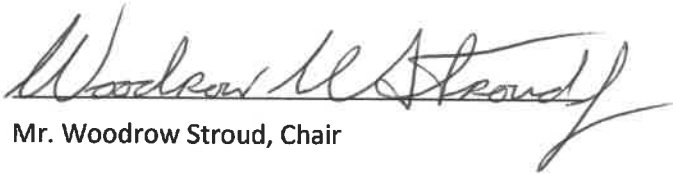
D. Executive Director Report

Mr. Collier reviewed the December Executive Director Report and Comments and Complaints. Mr. Collier also distributed an updated calendar of 2020 Transit Board and Committee meeting dates.

E. First Transit Report - None

Upcoming meetings and events: Personnel Committee (2/19 – 12 pm), Finance Committee (2/18-12 pm), Transit Board (2/26 – 8 am).

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


Mr. Woodrow Stroud, Chair

2/26/2020

Date