



*Safe, Reliable, and Accessible Public Transportation*

**Board Meeting Minutes  
Wednesday, April 29, 2020  
2380 Bellbrook Ave, Xenia, OH  
Via Conference Call**

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. Blanche Casey, Mr. Todd Hiney, Mr. David Reid, Ms. Wendy Dyer, and Mr. Woody Stroud. Excused: Ms. Anne Gerard Mr. David Middleton
  - B. **Staff members** – Mr. Ken Collier, Ms. Marilyn Ratcliff, Ms. Shannon Webster, Mr. Dennis Green (First Transit), Mr. Jason Brun (First Transit), Mr. Don Fleming (First Transit), Ms. Christi Greene.
  - C. **Guests** – None
2. **Approval of Meeting Minutes**
  - A. **March 25, 2020**– Ms. Casey moved to approve the minutes as written. Mr. Reid seconded the motion. The vote was Ms. Casey-yes, Mr. Hiney-abstained, Mr. Reid-abstained, Ms. Dyer-yes, and Mr. Stroud-yes. The minutes were approved.
3. **Public Comment** – None
4. **Action Items**
  - A. **Other**
    1. **Resolution 2020-04-29-01**- Ms. Casey moved that the Transit Board approve the use of CARES ACT funds in the amount of \$4,602,269 for Operating Assistance in 2020-2022. Mr. Reid seconded the motion. The vote was Ms. Casey-yes, Mr. Hiney-yes, Mr. Reid-yes, Ms. Dyer, Mr. Stroud-yes. The resolution was approved.
    2. **Resolution 2020-04-29-02**- Ms. Dyer moved to adopt the Temporary Emergency Family Medical Leave Act Policy. Mr. Hiney seconded the motion. The vote was Ms. Dyer-yes, Mr. Hiney-yes, Mr. Reid-yes, Ms. Dyer-yes, Mr. Stroud-yes. The resolution was adopted.
    3. **Resolution 2020-04-29-03** - Ms. Casey moved to adopt the Temporary Emergency Paid Sick Leave Act Policy. Mr. Reid seconded the motion. The vote was Ms. Casey-yes, Ms. Hiney-yes, Mr. Reid-yes, Mr. Dyer-yes, Mr. Stroud-yes. The resolution was adopted.
5. **Reports**
  - A. **Board Chairperson Report**
    1. **Miami Valley Regional Planning Commission (MVRPC) Executive Director’s Update:**
      - a. Mr. Stroud noted that in the wake of the coronavirus pandemic meetings are being held via teleconference and most staff have been working remotely.
      - b. Mr. Stroud reported that additional federal funding is being requested by the Disaster Recovery Leadership Board to aid individuals and community recover and is in the process of hiring a Disaster Recovery Manager.
      - c. Mr. Stroud reported that the State FY2021-2024 Transportation Improvement Program (TIP) has been recommended for adoption to the MVRPC board by the Technical Advisory Committee (TAC) which will be considered at the May 7 meeting. The TIP plan includes the transit systems in the Dayton urbanized area of Greene, Miami, and Montgomery counties.
    2. **Employee Recognition:** Mr. Stroud presented Mr. Collier with a certificate of appreciation and award pin recognizing his 8 years of service as Executive Director to the Greene County Transit Board. Mr. Stroud

commended Mr. Collier on his excellent leadership during the past year, and particularly during the coronavirus pandemic.

3. **CENSUS:** Mr. Stroud noted that the CENSUS deadline for individual interviews has been extended from July 31 to August 14. Mr. Stroud encouraged anyone who has not completed their survey to do so.

**B. Chief Financial Officer Report**

Ms. Ratcliff presented the March Financial and Productivity reports. Ms. Ratcliff reported that the Financial Audit began the middle of April.

**C. Mobility Manager Report**

Ms. Webster presented the March Mobility Management report.

**D. Executive Director Report**

Mr. Collier reviewed the March Executive Director report and Comments and Complaints. Mr. Collier reported actions taken in the administrative/scheduling office in response to the coronavirus pandemic.

**E. First Transit Report**

Mr. Green informed the Transit Board of precautions put in place for the safety for passengers and staff, both on vehicles and at the operations center, in response to the coronavirus pandemic.

**Upcoming meetings and events:** Finance Committee (5/19 -12 pm), Personnel Committee (6/17 – 12 pm), Program and Services (5/19 -10:30 am), Transit Board (5/27 – 8 am). All May meetings will be conducted via teleconference.

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

  
Mr. Woodrow Stroud, Chair

5/27/2020

Date