

DELAWARE COUNTY TRANSIT BOARD

BOARD MEETING

MINUTES OF
April 20, 2016

1. Roll Call

The DCTB Chair called the meeting to order and the roll was taken as follows: (16-04-01)

<u> X </u>	Tom Jones-Chair
<u> X </u>	Boots Sheets-Vice Chair
<u> X </u>	Traci Cromwell -Secretary
<u> X </u>	Roger VanSickle-Treasurer
<u> X </u>	Ed Helvey
<u> X </u>	Tim Dempsey
<u> Ab </u>	Craig Zimmers

Staff present for the meeting:

<u> X </u>	Denny Schooley-Executive Director
<u> X </u>	Crystal James-Operations Director
<u> Ab </u>	Ginny Berry-Marketing and Public Relations Specialist
<u> X </u>	Tonya Layman-Mobility Manager
<u> X </u>	Tina Smith-Controller/HR Coordinator
<u> X </u>	Ed Pierson-Facilities, Assets, and Technology Manager
<u> X </u>	Grant Bias-Safety and Security Training Manager

a. Approval of Absences (16-04-01)

It was moved by Ed and seconded by Tim to approve Craig's absence (16-04-01). Motion passed.

It was moved by Tim and seconded by Roger to approve Ed's absence from the March meeting (16-04-01). Motion passed.

b. Pledge

2. Public Comment

No public present.

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3. Approval of Consent Agenda (16-04-02)

a. Agenda for April 20, 2016

b. Approval of minutes from March 16, 2016

It was moved by Ed and seconded by Traci to approve the Consent Agenda (16-04-02). Motion passed.

4. Financial Status

a. Approval of Financial Status for month ending February 29, 2016 (16-04-03)

Income = \$142,469.30

Expenses = \$166,000

Checking Account = \$186,308.00

Payroll Account = \$28,590.91

Net loss of \$23,881.00. Roger explained that we are looking into other available means of local funds to compensate for our loss.

It was moved by Roger and seconded by Tim to approve the Financial Status for month ending February 29, 2016 (16-04-03). Motion passed.

Tom asked Denny and the Board if the work performed and the report from Bob Ruzinsky at the March meeting met their expectations. Denny replied that Bob has exceeded our expectations. Board members who were present at last month's meeting agreed that Bob met their expectations.

5. Reports

a. Department

Crystal explained that she, Denny, and Ginny met with Tanger Mall in early April and were very disappointed in that they don't seem to be too interested in our help. They don't expect traffic problems except for opening day and Black Friday. The individual stores will be responsible for their own staffing and transportation issues.

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b. **Executive Director**

Denny noted that Ginny's Title VI survey results are in the board packet and noted that the majority of the transportation we provide is work related.

He also stated our ridership continues to increase from month to month regardless of weather. Tonya included that we get new riders every day.

Traci shared a conversation she had with someone who believes buses are for poor people and professionals would never ride them. Traci noted this is an example of the stigma that still exists in the community.

Denny invited Board members to the MORPC State of the Region Luncheon on May 6th at the Convention Center. This was an excellent event last year, so DATA has purchased a whole table and has seats available. The topic this year is "Changing Demographics in Central Ohio."

6. **Unfinished Business**

a. **Residential Ramps – Other Legislation**

No new information.

Denny noted that the OPTA Convention is going on this week and yesterday was Legislative Day at the State House to address funding transit in Ohio.

7. **New Business**

a. **Approval of Industrial Equipment Use Policy (16-04-04)-(Grant)**

Grant explained that after attending a 30-hour OSHA training course, he learned we have several things to address, especially related to the shop. One part of this is the need for a policy on powered industrial equipment to address the use of our skid steer with fork lift and new riding mower. As OSHA requires, the policy explains that anyone who will be using the equipment will be properly trained, tested, and certified on the proper use and safety guidelines. Each person will have refresher training and recertification every three years.

It was moved by Traci and seconded by Tim to approve the Industrial Equipment Use Policy (16-04-04). Motion passed.

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8. Other Business – Open Comments

Denny explained that the TAC meeting tonight was productive and they are working on possible strategies to better serve the community. The TAC includes DATA staff, community members, and DATA passengers.

Tim asked how much we know about the success of COTA's park and rides. Denny said he has never researched it before. Tim explained with the tremendous growth and increasing traffic problems in Delaware County, there must be something more DATA can do to help.

Traci shared that Delaware City Council is working on a permanent tax levy that would be used to fund pavement, lights, parking structures, and bike paths. She finds it very interesting that the levy is meant to address transportation, but no one has considered DATA in the plan. She is suggesting that the levy be for a general budget to cover changing transportation needs in the future and to include public transportation needs as well.

Denny explained he attended a presentation by Burgess & Burgess at the OPTA convention, and has invited them to come present here at DATA. He hopes they can come as soon as next month even before the funding study is complete. The topic of the presentation is communicating with the public about the needs of public transit and how to address them, including levies. Denny explained that our problem is with finding more local money, which requires community support.

Boots asked about the status of the building remodel. Denny explained that our prints are at the building department, but we have to have a contractor before they will issue any permits. We are expecting to start advertising for bids the first week of May.

9. Adjourn

There being no further business to transact, the Chairman adjourned the meeting.