

DELAWARE COUNTY TRANSIT BOARD

BOARD MEETING

MINUTES OF
April 18, 2018

1. Roll Call

The DCTB Chair called the meeting to order and the roll was taken as follows: (18-04-01)

<u> X</u>	Boots Sheets-Chair
<u> X</u>	Ed Helvey-Vice Chair
<u> X</u>	Traci Cromwell -Secretary
<u> X</u>	Roger VanSickle-Treasurer
<u> X</u>	Craig Zimmers
<u> X</u>	Troy Sabo
<u> X</u>	Jacob Fathbruckner

Staff present for the meeting:

<u> X</u>	Denny Schooley-Executive Director
<u> X</u>	Crystal James-Operations Director
<u> X</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 (18-04-01)

none

b. Pledge

2. Public Comment

none

3. Recognizing Employees for Outstanding Performance

Tina explained the Outstanding Employee Recognition Program and that the winners are voted on and selected by their co-workers. She thanked the Board for their support of the program and providing the opportunity to take the award winners out to lunch.

Boots presented the following award certificates:

Kathy Laughlin – Best Customer Service

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Carolyn Roshon – Safety Conscientious

Rodney Roof – Goes Above and Beyond

Connie Kidd – Strong Leader (Connie was not present.)

Each recipient's supervisor spoke about the outstanding job they do that makes them deserving of their award.

4. Approval of Consent Agenda (18-04-02)

a. Agenda for April 18, 2018

It was moved by Roger and seconded by Ed H. to approve the Consent Agenda (18-04-02). Motion passed.

b. Approval of minutes from March 21, 2018

It was moved by Craig and seconded by Jacob to approve the minutes from March 21, 2018 (18-04-02). Motion passed.

5. Financial Status – Treasurer's Report

a. Approval of Financial Status for month ending February 28, 2018 (18-04-03)

Income = \$61,387.59

Expenses = \$170,360.03

Checking = \$366,940.90

Payroll = \$54,023.37

It was moved by Ed H. and seconded by Jacob to approve the Financial Status for month ending February 28, 2018 (18-04-03). Motion passed.

6. Reports

a. Department

Ed P. said the building construction should be finished with in about two weeks. He will be switching out our phone system this weekend.

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Crystal shared that ridership has maintained even after the service changes and cuts we made in March.

Grant said he is training two new part-time drivers that started this week.

b. Executive Director

Denny explained he got a call this week from ODOT and we will not be getting the \$2.5 million all at one time. We will get about \$953,000 this year and the rest next year.

Craig asked what we will do with the money and how we will invest it. Denny explained that it will be a collective Board decision, but we may want to increase our balance in our OTRP Shock Loss Fund, which earns interest.

Denny shared that at the request of DCBDD, we looked into becoming a Medicaid Waiver Provider for non-emergency medical transportation. The application process requires Denny to submit his personal information, such as social security number and birth certificate, which he is not willing to do. Boots agreed. Apparently, Medicaid does not differentiate between private and government agencies. Denny asked if any Board members objected to us not becoming a Medicaid Waiver Provider, and there were no objections.

Denny shared that a consultant for our mission and vision statement project has been selected. The first choice is Measurement Resources in Powell and the second choice is Engage, which is the consultant that is working with the city. Work on this should begin in May.

Denny explained that FTA questioned ODOT as to why they aren't transferring 5311 (rural) funds to us, as there is still a lot of money out there not being used. This may be money we can tap into and use to fund the rural portion of our area that we don't get urbanized funding for.

7. New Business

a. Approval of Service Contract for Alzheimer's Association (18-04-04) (Crystal)

Standard year-long contract for group trips at a maximum of \$525.

It was moved by Traci and seconded by Ed H. to approve the service contract for Alzheimer's Association (18-04-04). Motion passed.

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b. Approval of Service Contract for SourcePoint Enrichment Center (18-04-05) (Crystal)

Standard year-long contract for group trips at a maximum of \$1,430.

Roger abstained.

It was moved by Traci and seconded by Craig to approve the service contract for SourcePoint Enrichment Center (18-04-05). Motion passed.

c. Approval to Submit a SourcePoint Grant Application (18-04-06) (Denny)

Annual grant application for 2019, which supports fixed route service for seniors.

Roger abstained.

It was moved by Ed H. and seconded by Jacob to approve submitting a SourcePoint Grant Application (18-04-06). Motion passed.

8. Other Business – Open Comments

Boots asked how the Board liked the staff DATA shirts, and said he wanted every Board member to have one. Crystal took sizes and will provide shirts.

Ed H. asked what the reaction has been like from local officials about our \$2.5 million coming in. Denny said there really hasn't been a whole lot of response, but Commissioners Jeff and Barb, as well as Tom Holman have replied that it's good.

Boots asked if Denny has any new ideas to share. Denny said Crystal and Marcie are working on some potential new services using new and smaller vehicles for an Uber-like service. Jacob suggested we pursue capital money from the Commissioners to help buy these new vehicles.

Denny shared that JFS took their contract with us to the Commissioners this week, and the Commissioners seemed to have a negative attitude toward DATA and only wanted to focus on the \$3.25 per mile, which they called expensive. Traci asked what needs to happen to educate the Commissioners and suggested that we need to address the fact that they do not appear to be Pro-DATA. Boots suggested in the future that a meeting is set up with the Commissioners, Denny, and some Board members to discuss the problems we see between us.

9. Adjourn

With no further business to conduct, the Chairman adjourned the meeting.