

DELAWARE COUNTY TRANSIT BOARD

BOARD MEETING

MINUTES OF March 16, 2011

1) The DCTB Chair called the meeting to order and the roll was taken as follows: (11-03-01)

 X Joe Clase, Chair
 X Tom Jones, Vice-Chair
 X Erwin Dugasz, Secretary
 X Boots Sheets
 X Tim Dodge
 X Ed Helvey
 Roger VanSickle
 X Denny Schooley, Executive Director
 X Crystal James, Administrative/Operations Manager
 X Ginny Berry, Marketing and Public Relations Specialist
 X Richelle Fout, Financial Analyst
 X Stephanie Cameron, Office Administrator
 X Kristi Dalton, HR Coordinator

It was moved by Tom and seconded by Erwin to excuse the absences.
(11-03-01) Motion passed .

3) Public Comment

No public was present

4) Approval of Consent Agenda (11-03-02)

It was moved by Ed and seconded by Tom to approve the minutes of the
Board Meeting (11-03-02). Motion passed .

6) Status Reports

a) Operations Report

Crystal added how the new route started Monday and we are seeing good response

b) Mobility Management

Nothing to add

c) Marketing Report

Nothing to add

d) HR, Safety, Training and Risk Management

Nothing to add

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e) **Financial Report**

Nothing to add

7) Action Items

a) **Approval of Four Year Capital and Operating Plan (11-03-04)**

It was moved by Boots and seconded by Tim to approve the Four Year Capital and Operating Plan. (11-03-04) The motion passed.

b) **Approval of Grant Proposal for New Freedom (11-03-05)**

It was moved by Tom and seconded by Erwin to approve the Grant Proposal for New Freedom. (11-03-05) The motion passed.

c) **Approval of Grant Proposal for JARC (11-03-06)**

It was moved by Boots and seconded by Erwin to approve the Grant Proposal for JARC. (11-03-06) The motion passed.

d) **Approval of Standard Service Contracts (11-03-07)**

It was moved by Tom and seconded by Erwin to approve the Standard Service Contracts (11-03-07). Motion passed.

8) Discussion

a) Business Plan Update- Goals / Strategies

Much Discussion was held. Business plan hopefully to be completed by June or July 2011

9) General Updates

Nothing to add

10) Executive Session- For Consideration of Employment, Dismissal, Discipline, Promotion, Demotion, Evaluation or Compensation Of A Public Employee.

It was moved by Boots and seconded by Tom to adjourn into Executive Session. A Roll Call vote was taken with Joe, Tom, Erwin, Boots, Tim and Ed all voting yes. Meeting was adjourned into Executive Session.

It was moved by Ed and seconded by Boots to leave Executive Session. Roll Call vote was taken with Joe, Tom, Erwin, Boots, Tim and Ed all voting to leave Executive Session.

11) Action Items

e) **Approval of Controller Position Description (11-03-03)**

It was moved by Tim and seconded by Boots to approve the Controller Position Description. (11-03-03) The motion passed. Erwin voted No.

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12) Adjourn

- i) There being no further business to transact, Boots moved to adjourn the meeting with Erwin seconding the motion. Meeting was adjourned at _____ P.M.
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