

DELAWARE COUNTY TRANSIT BOARD

BOARD MEETING

MINUTES OF May 15, 2019

1. Roll Call

The DCTB Chair called the meeting to order and the roll was taken as follows: (19-05-01)

<u>X</u>	Boots Sheets-Chair
<u>Ab</u>	Ed Helvey-Vice Chair
<u>X</u>	Roger VanSickle-Treasurer
<u>X</u>	Troy Sabo
<u>X</u>	Jacob Fathbruckner
<u>Ab</u>	Becky Cornett
<u>X</u>	Fred Johnson

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>Ab</u>	Grant Bias-Safety and Security Training Manager

a. Approval of Absences (19-05-01)

It was moved by Roger and seconded by Troy to approve Ed H. and Becky's absences (19-05-01). Motion passed.

b. Pledge

2. Approval of Consent Agenda (19-05-02)

a. Agenda for May 15th, 2019

It was moved by Troy and seconded by Jacob to approve the Consent Agenda (19-05-02A). Motion passed.

b. Approval of minutes from April 17th, 2019

It was moved by Roger and seconded by Troy to approve the Minutes from April 17th, 2019 (19-05-02B). Motion Passed.

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3. Public Comment

none

4. Financial Status – Treasurer’s Report

a. Approval of Financial Status for month ending March 31, 2019 (19-05-03)

Income = \$124,919.47

Expenses = \$181,595.61

Checking = \$1,184,003.24

Payroll = \$23,272.04

Fred asked where we are after the first quarter according to our budget. Denny said on track. More income is on the way once our grant is approved and we predict ending the year with \$1.5 - \$1.75 million.

It was moved by Jacob and seconded by Troy to approve the Financial Status for month ending March 31, 2019 (19-05-03). Motion Passed.

5. Reports

a. Department

Crystal – We had 118 riders on our second First Friday shuttle.

Ed P. – The new Gillig is scheduled to be delivered by May 30th.

Fred – Attended the Age Friendly meeting and noted that of seniors age 55 and over, 1,103 seniors in Delaware County use public transit and 46,000 do not use public transit. Denny added that the Age Friendly group, along with the TAC and CHIP, are looking into the transportation needs in general in Delaware County.

b. Executive Director

We received four proposals for the scheduling and dispatching software. The review committee, which included Fred and Jacob, met with staff and decided they need more time and another presentation before making a decision. Troy asked what the

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hold up is. Jacob explained that they need more clarification on exactly what the programs can do beyond what is written in the proposals. They would also like to talk to other transit agencies that are using the programs currently.

6. New Business

a. **Approval of bonus for CDL drivers with passenger endorsement and airbrakes (19-05-04)(Denny)**

We need more drivers who can drive the new Gillig. We would like to offer a \$500 bonus to encourage current drivers to get the proper certification. Drivers would have to make a commitment within 30 days and would not get the bonus until they have their certification. We currently have four drivers who are certified to drive the Gillig and they would get the bonus as well.

It was moved by Roger and seconded by Fred to approve the bonus for CDL drivers with passenger endorsement and airbrakes (19-05-04). Motion passed.

7. Direction Discussion

Denny shared his list of questions that was requested of him by the Board at the last meeting.

1) Public service or business? Partners or competitors?

- a. Depends on the situation and the benefit to us. It's ok to think of other as partners, resources, and competitors.
- b. We should always strive to get contracts to be seen in the public and to move people who need us.

2) What do we spend our money on?

We should study and decide what is really needed and feasible first. We should determine our strategy and then figure out the cost of that. We should have a plan first, before we decide how to spend money.

3) Who is our customer focus?

1. Low income, transit dependent
2. Elderly, disabled, mental health, medical transport, employees
3. Youth, entertainment

4) Fares?

Fares should depend on the service and the customer. Fares should be diverse to match various services.

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8. Other Business – Open Comments

Denny asked what the Board needs from the staff to help make decisions. Fred requested: number of seniors who ride, number of rides given for seniors, and predicted income over the next few years.

Denny asked when looking at needs and services, what do we focus on? Passengers, geographic location, businesses, economic development, healthcare providers, human service agencies? The Board agreed that “passengers” should be the focus, which covers all groups.

Fred requested that Denny and Crystal rethink their plans for zone transportation and not make it Delaware centralized because “people in Sunbury want to go to Westerville and Columbus, not Delaware.”

Denny requested that if Board members think of questions that they email him BEFORE the Board meeting so he can come prepared with an answer. Jacob requested that all Board members are copied on these questions and the responses. Fred added that it’s ok if Denny doesn’t have an answer during a Board meeting and has to get back to them.

9. Adjourn

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