

DELAWARE COUNTY TRANSIT BOARD

BOARD MEETING

MINUTES OF October 16th, 2019

1. Roll Call – 7:00 p.m.

The DCTB Chair called the meeting to order and the roll was taken as follows: (19-10-01)

<u> X</u>	Boots Sheets-Chair
<u> X</u>	Ed Helvey-Vice Chair
<u> Ab</u>	Roger VanSickle-Treasurer
<u> Ab</u>	Troy Sabo
<u> Ab</u>	Jacob Fathbruckner
<u> X</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> 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 (19-10-01)

Ed H. moved and Fred seconded to approve Troy and Jacob's absences. Motion passed.

b. Pledge

2. Approval of Consent Agenda (19-10-02)

a. Agenda for October 16, 2019 (19-10-02A)

Denny added item 7.b.) Approval of 2020 Health Insurance Rates (19-10-05).

b. Approval of minutes from September 25, 2019 (19-10-02B)

c. Approval of minutes from Special Meeting October 8, 2019 (19-10-02C)

Ed H. moved and Becky seconded to approved the consent agenda (19-10-02). Motion passed.

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3. Public Comment

none

4. Financial Status – Treasurer’s Report

a. Approval of Financial Status for month ending August 31, 2019 (19-10-03)

No financial report was given in Roger’s absence.

5. Reports

a. Department

Ed P. – Outside construction is moving along well and should be completed by the third week of November.

Grant – Getting quotes from vendors for tree trimming off the fence, replacing fence, and a security system and keyless entry for the building.

b. Executive Director

Denny asked Crystal to share a story about a passenger she knows. He is an 18-year-old boy who had a very difficult childhood. He recently moved here from Arizona with his dad. His dad works and is gone 12 to 14 hours a day. The boy is working on getting his GED and is able to ride our bus to and from school and his job at GNC.

The new software is loaded and ready to use. We are in the process of going through online training, which must be completed within 30 days. Then we will have some onsite training before hopefully going live around the first of the year.

We have gone out to bid for new transit vans. Bids are due by the end of the month.

Website redesign is in progress.

6. Discussion

a. Fares

Denny explained that we are thinking about reducing fares for demand response, and it’s not a simple task. There are several options and factors to think about. Crystal passed out and explained data on fares of other transit agencies in Ohio in areas similar to ours. Denny explained that we need more time to gather good numbers to

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put together a proposal to bring back to the Board. He said it will most likely be a phased in proposal of gradually reducing fares over time. We may also want to bring in the community and passengers to contribute to the decision-making process.

b. **Strategic Plan**

Marie sent updated information, which was handed out to all Board members. Denny requested comments that he could send back to Marie.

Fred - "Curb to curb" may not be realistic, and "nearby corner" may be better.
- Add "travel time" to performance measures for modified fixed route
- For Zone Transportation (3a) consider taking people where they want to go, rather than set stops that we choose.

Ed H. – We should stress to the Commissioners at the work session that these documents are works in progress.

c. **Commissioner Work Session – Oct. 28, 1:30 p.m.**

i. What information do we want to provide or know from them?

Becky – We should take Marie’s handouts to the Commissioners, but not the large chart, the framework and schedule.

Ed H. – Why do the Commissioners want to see us? We should be prepared to talk about what they want to know.

Denny – Gary Merrell and Mike Frommer had met with Denny and suggested that a Commissioner’s work session would be better than us going to a formal Commissioner’s session.

Denny said they should be sure to ask the commissioners what their expectations are of the agency and of the Board.

7. **New Business**

a. **Approval to purchase used 30’ buses (19-10-04) (Denny)**

Fred asked why we need these buses.

Denny’s reasons were: to resolve our image problem and make us look like a real transit agency, increase ridership (as is evident with the Gillig), build our brand, build

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community support, and to use them to get brand new 30-foot buses through the DERG grant and VW Mitigation Fund.

The Board decided to wait and not take action on this item until more Board members were present.

b. Approval of 2020 Medical Insurance Rates (19-10-05) (Tina)

Tina explained the County's new 2020 medical insurance rates that are three different groups of rates based on completion of the Wellness Program. When employees successfully complete the Wellness Program, they get a reduction in their premiums for the next year. We will maintain our 75% Board contribution and 25% employee contribution while also providing two other groups of rates as the County does.

It was moved by Ed H. and seconded by Becky to approve the 2020 medical insurance rates (19-10-05). Motion passed.

8. Board Development Discussion – (Staff Excused)

a. Board Processes

No discussion because not enough Board members were present.

b. Strategic Planning

No discussion because not enough Board members were present.

9. Executive Session – To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

The Board agreed to renew Denny's contract, but wait until more Board members were present to decide on length of contract and pay increase.

10. Other Business – Open Comments

none

11. Adjourn

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