DELAWARE COUNTY TRANSIT BOARD
BOARD MEETING

MINUTES OF
August 18th, 2021

1. **Roll Call – 5:30 p.m.**

The DCTB Chair called the meeting to order and the roll was taken as follows: (21-08-01)

X	Kelsey Scott
X	Chase Waits
NA	Anna Karousis – Resigned on 8/17/21
X	Dick Schrock
X	Boots Sheets
X	Dave Black-Treasurer
X	Fred Johnson-Chair

a. **Pledge**

b. **Review of Mission, Vision, and Goal**

i. **VISION** – A valuable resource supporting the community by providing a ride for anyone.

ii. **MISSION** – Making lives better by connecting people to their community through safe and reliable transportation.

iii. **2020 to 2024 Goal** – DCT will be the mobility leader in Delaware County and a mobility partner to the surrounding region. It will provide useful, effective transit for Delaware County riders and become customer centric in its product design.

c. **Approval of Absences (21-08-01)**

None

2. **Approval of Consent Agenda (21-08-02)**

a. **Agenda for August 18, 2021 (21-08-02A)**

Fred added item 8d. Election of new vice chair.

Dave moved and Dick seconded to approve the consent agenda as revised for August 18, 2021. (21-08-02A). All in favor. Motion passed.

b. **Approval of minutes from June 16, 2021 (21-08-02B)**

Dave moved and Dick seconded to approve the minutes from June 16, 2021. (21-08-02B). All in favor. Motion passed.

c. Approval of minutes from July 21, 2021 (21-08-02C)

Kelsey moved and Chase seconded to approve the minutes from July 21, 2021. (21-08-02C). All in favor. Motion passed.

d. Approval of minutes from August 11, 2021 (21-08-02D)

Dave moved and Dick seconded to approve the minutes from August 11, 2021. (21-08-02D). All in favor. Motion passed.

3. Public Comment

Denny requested for everyone to keep their comments professional, relevant, and non-derogatory.

Tina shared the nomination she wrote for Denny and announced that he has been chosen to receive the 2021 OPTA Lifetime Achievement Award at next month's OPTA conference in Akron.

4. Operational Activity Reports

Crystal had nothing to add.

5. Financial Status/Finance Committee Report (Dave)

a) Approval of Finance Committee Report(s), Minutes of August 5, 2021 and Approval of Financial Status as of June 30, 2021 (21-08-03)

Financial Status, as of June 30, 2021:

Denny explained that our cash remains good at $4.7 million. We received the $800,000 from COTA on Aug. 5 and payments from ODOT will be coming soon. Our total grant balance is just over $10 million. From our OTP2 grant application, we have been awarded just under $70,000 for a new HVAC system, funds for two expansion vehicles and one replacement vehicle, and $500,000 for planning.

Finance Committee Minutes: August 5th (Dave)

Topics discussed were the wage increase proposal and the response from SourcePoint on the combined grant and Bus Bucks funds. Updates will be brought back to the finance committee after staff meets with SourcePoint.

It was moved by Dick and seconded by Dave to approve the committee minutes, Financial Report and Status as of June 30, 2021 (21-08-03). All in favor. Motion Passed.

6. New Business

a) Discussion of 2028 Future State Vision by Fred Johnson

Fred read from the draft, including goals for the next seven years. Crystal asked which board members had submitted responses to Fred before the development of the draft. Dave and Kelsey raised their hands.

b) Approval to retain firm to assist in hiring new executive director (21-08-09)

The board has contracted with Novak for recruiting of a new director.

Kelsey moved and Dave seconded to approve retaining firm to assist in hiring new executive director (21-08-09). All in favor. Motion passed.

c) Approval to retain Fishel Downey Albrecht to provide legal services for board (21-08-10)

Kelsey moved and Dick seconded to approve retaining Fishel Downey Albrecht to provide legal services for the board (21-08-10). Boots voted No. All others voted yes. Motion passed.

d) Approval of non-renewal of Motion Media contract (21-08-07)

Dick moved and Dave seconded to approve non-renewal of Motion Media contract (21-08-07). All in favor. Motion passed.

e) Approval of fixed route suspension extension (21-08-08)

COTA is still not providing much service to Rt 23 and the state of Ohio is not completely back to work.

Dave moved and Dick seconded to approve extension of fixed route suspension until March 31, 2022 (21-08-08). All in favor. Motion passed.

7. Executive Session – To consider the compensation of public employees

Dave moved and Dick seconded to approve entering into executive session. Roll call vote. All in favor. Motion passed.

Dave moved and Kelsey seconded to approve coming out of executive session and returning to open session. All in favor. Motion passed.

8. New Business - Resumed

a) Approval of employee wage increase (21-08-05)

The board agreed to approve the $3 per hour increase for drivers and the road supervisor only, to be effective 8/21/21. They requested a wage study be done before approving any increases to other positions.

Dave moved and Kelsey seconded to approve the employee wage increase for drivers and the road supervisor (21-08-05). All in favor. Motion passed.

b) Approval of employee wage increase for ED (21-08-06)

Dave moved and Dick seconded to table the employee wage increase for ED (21-08-06). All in favor. Motion passed.

c) Approval of revised Salary and Wage Policy and changes to labor categories (21-08-04)

TABLED

d) Approval of new vice chair

The nominating committee nominated Kelsey.

Chase moved and Dave seconded to appoint Kelsey as Vice Chair. All in favor. Motion passed.

9. Other Business – Open Comments

none

10. Executive Session – To consider the dismissal, discipline, demotion or compensation of a public employee

Dick moved and Dave seconded to go into executive session. Roll call vote. All in favor. Motion passed.

Chase moved and Kelsey seconded to come out of executive session and return to open session. Roll call vote. All in favor. Motion passed.

Dave moved and Kelsey seconded to terminate Denny's contract effective October 23, 2021. Boots voted No. All others voted yes. Motion passed.

This is a follow up to the May resolution. The board wants Denny to stay on as Executive Director on an interim basis after October 23 while a search is proceeding and then work with Denny and the new Executive Director on the appropriate role for him to remain with Delaware County Transit going forward.

11. Adjourn

With no other business to conduct, the chairman adjourned the meeting.