BOARD MEETING

119 Henderson Ct., Delaware, Ohio 43015
Minutes of August 16th, 2023
5:30 PM

1) **Pledge**

2) **Roll Call – 5:30 PM**

The DCTB Chair called the meeting to order and roll was taken as follows: (23-08-01)

__X__ Chairman Ahmed
Abs. Mrs. Futryk
__X__ Mrs. Huffman
__X__ Mr. Luecke
__X__ Mr. Sanson
Abs. Mr. Turner
__X__ Mr. Waits

3) **Consent Agenda** (23-08-02)

It was motioned by Mr. Waits to approve the Consent Agenda and seconded by Mr. Sanson. Roll call vote was taken. All in favor. Resolution passed for August 16th, 2023 to approve the consent agenda.

a) Agenda for August 16th, 2023
b) Approval of the electronic record of the July 19th, 2023 board meeting.

4) **Public Comment**

Josh Sikich from HDR was present.

5) **Director's Remarks**

In Executive Director, Andy Volenik's absence, Operations Director, Crystal James, made a few comments. She stated that she wanted to express her appreciation to the board for choosing to hire Andy. She further said that he comes in each day with a positive outlook and has been a great forward-looking leader. Chairman Ahmed thanked her for the comments.

6) **Operations Committee Report** (Operations Director)

Crystal told the board that DCT provided 8,851 trips in July and that the leading trip purposes for FLEX continues to be employment and shopping while medical remains the top purpose for Demand Response. She also said that DCT has four new drivers that have been on the road for about three weeks and are doing well and that interviewing continues for more drivers. Lastly, Crystal reviewed DCT's projections and performance metrics.

7) **Financial Status**

a) **Finance Committee Report**

Jason Sanson, Finance Committee Chair, said that he was pleased with DCT's finances and confident in how they are being handled by staff.

b) **Financial Status as of July 31st, 2023**
Fiscal Services Manager, Sara Anderson, shared that two federal grants and a state UTP grant were exhausted in June. She also reported that contracted maintenance service and supplies was slightly up and all else remained on target.

c) **StaR Investment Update**
Sara told the board that the Initial deposit in to the StaR account in July was $4,000,000.

8) Project Updates:

a) **Via Software Update**: Marcie shared that the Via team have been onsite to train drivers and office staff and that it has gone well and that we are on track to launch the system and app. on September 5th.

b) **Strategic Plan Update**: Josh from HDR updated the board on the activities of the steering committee. Josh talked about the recent steering committee meeting and the SWOT type analysis that was completed. In addition to this type of community engagement they will be looking at existing conditions, facility conditions and DCT's fleet. There will short, medium and long-range goals developed for the plan.

9) New Business: No new business

10) Other Business – Open Comments
Chairman Ahmed recalled when his family member was visiting from overseas a few years ago. He stated that transportation such as ours can make a difference and make their stay much more enjoyable.

11) Adjourn
The meeting was adjourned at 6:00 pm. Next scheduled meeting is September 27th, 2023