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BRENT HEATH  
CHAIRMAN

***Goldsboro-Wayne Transportation Authority  
Governing Board Meeting Minutes  
January 26, 2017***

The Board of Directors of Goldsboro-Wayne Transportation Authority met in regular session at 10:00 a.m. on Thursday, January 26, 2017, at the City of Goldsboro Anteroom, 214 N. Center Street, Goldsboro, North Carolina.

**Members in attendance:** Ray Mayo, Vice Chairman, Bob Waller, Secretary/Treasurer, Freeman Hardison, Jr, and Shycole Simpson-Carter.

**Members absent:** Brent Heath, Chairman, Ed Cromartie, and Antonio Williams

**Others in attendance:** Rebecca Cherry, Clair Brinkley, Fred Fontana, Arnold Underwood, Rodger Green, and LaShonda Oliver.

**Approval of Meeting Minutes**

Upon motion of Bob Waller and seconded by Freeman Hardison, Jr, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved the minutes of the regular meeting of December 15, 2016.

**CTSP Presentation by Consultants**

The Wayne County Commissioners requested a study on the northern and southern parts of the County. GWTA was scheduled to have a five-year community transportation service plan from NCDOT. Fred Fontana asked NCDOT to incorporate the request for the transportation services in the northern and southern parts of County into the five-year plan. As a result, NCDOT hired Parsons Brinckerhoff and Cherry Consulting to perform the study.

Claire Brinkley and Rebecca Cherry gave an overview of the recommendation of the GWTA feasibility study. The recommendations includes implementing a deviated fixed route in the Mt. Olive area; Greyhound service at the transit center; modify organization structure and implement succession plan; a pilot program for the fixed-route buses operating additional evening hours; installing additional bus shelters and benches/seats where needed; upgrade technology to include the Interactive Voice Response (IVR) and mobile app system; enhance coordination with surrounding counties; and continue education and marketing efforts.

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Brinkley informed the Board that they do not recommend a deviated fixed route in the northern part of the County in the Fremont area. Cherry informed the Board that she has been in communication with Greyhound and they are reviewing the process of having the service at the transit center.

**Triennial Review**

Fontana stated that GWTA is wrapping up the Triennial Review process. The GWTA Board needed to approve the Program of Projects Procedures and Security Expenditures Procedures.

Upon motion of Bob Waller and seconded by Ray Mayo, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved the program of Projects and Procedures and Security Expenditures Procedures.

The remaining item for approval is the Procurement Policy. It will be ready at the February board meeting.

**Approval of Title VI Plan**

The Title VI Plan must be updated every three years. Minor changes in the plan were made.

Upon motion of Shycole Simpson-Carter and seconded by Bob Waller, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved the Title VI Plan.

**Director's Report**

*Financial*

The rural program is showing a profit of \$68,079.97. The urban program has gained \$0.08. The urban program will be close to zero due to the nature of how the federal and local shares are calculated. The urban program expenditures are approximately \$90,000 less than budgeted through December. However, the urban expenditures will change due to the buses extended hours.

The extended bus hours for the Purple, Blue, and Green routes are estimated to cost approximately \$19,000 for the approved three month trial period. The extended service will begin on February 6, 2017. Sufficient federal and local funds should be available without any additional funding request.

The Wayne Opportunity Center has been making tremendous inroads in the fund balance owed to GWTA. Several years ago, WOC was more than \$80,000 in arrears. The current WOC debt is approximately \$12,000.

The current GWTA bank statement shows more than \$800,000 in the GWTA checking account. This account is not drawing any interest. Fontana asked the Board to consider withdrawing \$500,000 and purchasing a 6 month certificate of deposit. As interest rates are rising, it may be possible to achieve 2% interest. Over a one year period that would amount to \$10,000 additional funds for GWTA. The remaining checking account balance of \$300,000 should be sufficient to meet cash flow needs.

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*Extended Bus Hours*

The Purple, Blue, and Green routes will operate until 8:30 p.m. beginning on February 6, 2017. The flyers have been posted on all urban buses and the transfer center. Shycole Simpson-Carter has also distributed flyers door to door in the community and local churches.

*CTSP*

The community transportation service plan is wrapping up. The CTSP Steering Committee met on January 25, 2017, at 10:00 in the Anteroom. There was a Public Outreach meeting that same day from 4:00 – 6:00 p.m. at the train depot in Mount Olive. The focus of the outreach meeting was the proposed deviated bus route in Mount Olive.

*Driver of the Quarter*

The rural driver of the fourth quarter of 2016 is Bertha Darden. The urban driver of the fourth quarter is Brenda Best. The winners of all four quarters will be submitted to the drivers to vote on the rural and urban driver of the year. The drivers will be presented plaques and gift cards at the February Board of Director meeting.

*Outreach*

The GWTA employees contributed coats to the coat drive being conducted by the Goldsboro Housing Authority. The HR manager participated in Jobs Plus awards banquet held on December 15, 2016, by the Goldsboro Housing Authority. Fontana continues to participate on the Mayor's Committee for Persons with Disabilities.

*Training*

Training was provided for all employees on blood borne pathogens on January 24, 2017.

**Other Business**

Fontana informed the Board that GWTA and Wayne County is in Phase III to begin using NCTracks for Medicaid billing. However, he does not know the date of transition to the system. GWTA has been approved as a provider.

Meeting adjourned at 10:50 a.m.

Submitted by: LaShonda Oliver