



FRED FONTANA
DIRECTOR

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BRENT HEATH
CHAIRMAN

***Goldsboro-Wayne Transportation Authority
Governing Board Meeting Minutes
February 23, 2017***

The Board of Directors of Goldsboro-Wayne Transportation Authority met in regular session at 10:00 a.m. on Thursday, February 23, 2017, at the City of Goldsboro Anteroom, 214 N. Center Street, Goldsboro, North Carolina.

Members in attendance: Brent Heath, Chairman, Ray Mayo, Vice Chairman, Bob Waller, Secretary/Treasurer, Freeman Hardison, Jr., Ed Cromartie, and Antonio Williams

Members absent: Shycole Simpson-Carter

Others in attendance: Jerry Younge, Traci Missildine, Sandee Launch, Ronnie McClary, Mary Toler, Stacey Hyatt, Fred Fontana, and LaShonda Oliver

Approval of Meeting Minutes

Upon motion of Ray Mayo and seconded by Antonio Williams, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved the minutes of the regular meeting of January 26, 2017, (as modified by the Board).

Drivers of the Year Recognition

Fred Fontana stated the each quarter a driver is selected on the rural and urban systems. The winners for each quarter are the only drivers to be eligible as the driver of the year. All the drivers have a chance to vote for the driver of the year for the rural and urban systems. The driver of the year for the rural system was Mary Toler and the urban system was Ronnie McClary. Toler and McClary have received a plaque and a \$50 gift card. In addition, a plaque will be mounted in the transfer center recognizing the driver of the year and will have names added to it yearly. Fontana stated that he wanted to recognize them and thank them for a good job they do for GWTA.

McClary stated that he appreciated the opportunity and it is a job he enjoys doing. Toler stated that she enjoys it and it gives her a chance to meet and help people.

Fontana stated that the drivers are able to vote on the driver of the year; however, the Director, Operations Manager and Assistant Operations Manager are allowed to veto the vote if they do not agree with the driver's vote. In this case, the drivers, Director and Managers were in agreement.

BB&T Presentation

Jerry Younge, Investment Counselor from BB&T gave an overview of the options available for GWTA to manage the funds in the banking account. Although Younge works for BB&T, he has access to all investments in addition to BB&T products. The options that are available included CD's, annuities, and Bonds. The board indicated a preference for principal protected investments and will discuss further at the next Board meeting.

Approval of Procurement Policy

Fontana stated that a clause was added to the procurement policy stating that veterans will receive a preference on contracts which is a federal requirement. Additionally, a procurement checklist appendix was added. Fontana stated that the procurement policy addresses the final issue in the recently completed FTA triennial review. FTA has ensured Fontana that this new policy will be approved.

Upon motion of Bob Waller and seconded by Ray Mayo, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved the Procurement Policy as amended.

Director's Report

Financial

The rural program is showing a profit of \$79,517.75 and the urban program has lost \$0.22. The urban program will be close to zero due to the nature of how the federal and local shares are calculated.

The budgets are being prepared for both the City of Goldsboro and Wayne County. The request to the City is anticipated to increase due to the assumption of continuation of the Blue, Purple, and Green route for two additional hours for an entire year, the addition of an Assistant Director beginning January 2018, anticipated 10% or more increase in health insurance, and a modest pay increase for office staff, excluding director, and drivers.

Despite similar increases to the rural program, except for the bus routes, the request to Wayne County is not anticipated to increase due to excess fund balance. The rural fund balance will not grow as in years past. The deviated fixed route service for Mount Olive is also being budgeted at this time. The entire cost of the service will be shared by the Town of Mount Olive and a federal demonstration grant provided by NCDOT. Mount Olive has not committed to pay their share of the proposed service.

Extended Bus Hours

The Purple, Blue, and Green routes began operating until 8:30 p.m. on February 6, 2017. The Purple and Blue routes are doing well. However, the Green route has not shown additional riders to continue the service beyond the trial period. The ridership counts for the extra hours are being collected to determine if the extended bus hours should continue. The three month period ends May 5, 2017.

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CTSP

The CTSP Public Outreach meeting was held on January 25, 2017, from 4:00 p.m. to 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. There were approximately 10 people that attended. All of them were supportive of the concept.

Safety Audit

NCDOT will conduct a safety audit of GWTA on February 28, 2017 and March 1, 2017. The audit is conducted every three years. All facets of the safety program will be reviewed including employee selection, employee training, drug and alcohol, ride checks, vehicle and facility maintenance, and security.

Customer Satisfaction Survey

QCA will be conducting the annual customer satisfaction survey on the rural and urban riders. In addition, the agency surveys will be conducted.

NEMT

GWTA will begin direct billing of Medicaid trips to the state on April 1, 2017. NCDOT has agreed to pay for 100% of the cost to purchase the Medicaid billing module from our scheduling software provider. The total cost is \$7,500.

Outreach

GWTA participated in the annual Senior Health Fair on February 3, 2017, at the Peggy Seegars Center. Fontana conducted a bus riding training class at the Vocational Rehabilitation office on January 26, 2017.

Training

Training was provided for all employees on customer service on February 21, 2017.

Meeting adjourned at 10:55 a.m.

Submitted by: LaShonda Oliver