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BRENT HEATH  
CHAIRMAN

*Goldsboro-Wayne Transportation Authority  
Governing Board Meeting Minutes  
September 28, 2017*

The Board of Directors of Goldsboro-Wayne Transportation Authority met in regular session at 10:00 a.m. on Thursday, September 28, 2017, at the City of Goldsboro Anteroom, 214 N. Center Street, Goldsboro, North Carolina.

**Members in attendance:** Brent Heath, Chairman, Freeman Hardison, Jr., Vice Chairman, Bob Waller, Secretary/Treasurer, Antonio Williams, Ed Cromartie, Shycole Simpson-Carter and Ray Mayo (via phone).

**Others in attendance:** Ginger Moore, Paul Nunn, Danna Layne, Fred Fontana, 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 August 31, 2017.

**Audit Presentation by Nunn, Brashear, and Uzzell**

Paul Nunn and Danna Layne of Nunn, Brashear & Uzzell, P.A., presented the annual financial audit for FY 2016-2017. Nunn gave an overview of the audit results. The results were unmodified opinion on financial states, no change in accounting policies, accounting estimates, journal entries were for conversion to full accrual, no disagreements with management, no difficulties encountered in performing the audit, full cooperation from all Goldsboro-Wayne Transportation personnel, communication of no material weaknesses, recommendation, and no compliance issues noted. Layne stated that the recommendation is to adopt an investment policy for the monies that were transferred to the North Carolina Capital Management Trust investment account.

Layne performed a fraud interview with Fontana and was pleased with his financial awareness, internal control, and the implementation of the segregation of duties. Layne reviewed the financial statements of fund net positions and schedule of revenues and expenditures. There were no losses on the rural and urban systems.

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**Personnel Issue**

Upon motion of Bob Waller and seconded by Freeman Hardison, Jr., the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved to go into closed session.

At 10:15 a.m., the Board went into closed session to address personnel issue.

At 10:50 a.m., the Board went back into open session.

**Director's Report**

*Financial*

The rural program is showing a profit of \$38,880.32 for August and \$71,667.48 for the fiscal year to date. The urban program shows a profit of \$99.17 for August and \$421.46 for the fiscal year to date. As mentioned previously, the urban funds will remain about balanced throughout most of the year due to the grant reimbursement process.

The FY18-19 CTP grant application is being prepared. A public hearing is scheduled during the October Board meeting. NCDOT has reduced the GWTA allocation by another \$14,400 from this year's level. This fiscal year was reduced \$66,000 from last year.

The FY17-18 FTA grant has been approved and executed. However, GWTA is using FTA appropriations that carried over from previous years for this fiscal year.

*Veterans Promotion*

Veterans ride free promotional flyers have been prepared. They will be distributed throughout the month of October. Fontana will request the opportunity to address the County Commissioners and City Council prior to the start of the promotion. In addition, Fontana will also make an appearance on Wayne County TV. QCA is preparing a press release to be sent out during the last week of October.

*New Brochures*

The Ride Guides, System Map, and individual Route Maps are being reprinted in September. Minor changes to incorporate the extended bus hours, new Maxwell Center, and updated ADA language will be included.

*Google Maps*

Google has approved GWTA to participate in Google Transit. Fontana is working with ITRE at NC State and QCA to work out all the logistics. A test will be completed of the coordinates of all the bus stops. GWTA website will be modified to add the Trip Finder link to the home page.

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*Greyhound*

The Greyhound representative that was working on the project has been pulled off to work on another assignment. Fontana is still pursuing Greyhound and will approach them at the NCDOT transit meeting in Raleigh. NCDOT may need to be contacted to provide assistance as the Greyhound service in Eastern North Carolina is subsidized through state and federal grants.

*Outreach*

On September 20, 2017, GWTA participated in the Senior Resource Fair at the Peggy Seegars Senior Center. Fontana moderated Human Trafficking session at the North Carolina Public Transportation Conference in Chapel Hill on September 26, 2017.

*Training*

Office staff received training by CTS Software on scheduling at the Senior Center on Saturday, September 9, 2017. The Senior Center provided the use of their computer room.

**Other Business**

Antonio Williams stated that the Board directed him to look in to bus shelters; he went to neighborhoods and constituents in the as well as spoke with the staff at Dillard Academy Charter School. Currently, there is a bus stop located at Dillard Academy Charter School and School Street School. There are approximately 300 students that attend the charter school and the staff stated that they need the bus shelter. The bus shelter is an opportunity to increase ridership. Williams stated that bus schedules can be mounted on the shelter to help passengers with the times.

After speaking with Fontana, Williams stated that he did not realize that there was a restriction on the location of the bus shelters. The location for the bus shelter will be on City property and there is a bus stop that is already there.

Upon motion of Ed Cromartie and seconded by Freeman Hardison, Jr., the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved a bus shelter at Dillard Academy Charter School.

Meeting adjourned at 11:25 a.m.

Submitted by: LaShonda Oliver