



DON WILLIS
DIRECTOR

P.O. BOX 227, GOLDSBORO, NC 27533-0227

FREEMAN HARDISON, JR.
CHAIRMAN

*Goldsboro-Wayne Transportation Authority
Governing Board Meeting Minutes
November 29, 2018*

The Board of Directors of Goldsboro-Wayne Transportation Authority met in regular session at 10:00 a.m. on Thursday, November 29, 2018, at the City of Goldsboro Anteroom, 214 N. Center Street, Goldsboro, North Carolina.

Members in attendance: Freeman Hardison, Jr., Chairman, Shycole Simpson-Carter, Vice Chairman, Bob Waller, Secretary/Treasurer, Joe Daughtery, and Bill Pate.

Absence: Brent Heath.

Others in attendance: Don Willis, Danna Layne, Paul Nunn, and Karen Tinsley.

Approval of Minutes

Don Willis stated that a statement was omitted in the minutes of September 27, 2018. The minutes needs to be amended to include the statement that GWTA Board of Directors went into closed session under GS143-30318.11 section 8-6 in order to discuss performance of public officers and employees.

Upon motion of Joe Daughtery and seconded by Bob Waller, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved the minutes of the regular meeting of September 27, 2018 to be amended.

Upon motion of Joe Daughtery and seconded by Bob Waller, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved the minutes of the regular meeting of October 25, 2018.

FY2018 Audit Presentation

Paul Nunn and Danna Layne of Nunn, Brashear & Uzzell, P.A., presented the annual financial audit for FY 2017-2018. Nunn gave an overview of the audit results. The results were unmodified opinion on financial statements, 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, and no compliance issues noted. The audit included the NTD Agreed Upon Procedures report which is required every 3 years, recommendation on communication of no material weaknesses, and communication to those charged with governance. Layne stated that the NTD audit report is new this year. It was decided that the CPA needs to certify the report that GWTA gives to NTD each year which is a crosswalk to the financial information.

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The report included how the NTD software works. NTD wants the report to be reported on full accrual; however, the figures were unable to be input in their software. The communication of no material weakness included the recommendation of having an investment policy because there is an invested account.

Layne reviewed the financial statements of fund net positions and schedule of revenues and expenditures. The urban system made a profit of \$84 and the rural system made a profit of \$200,941

Director's Report

Financials

The rural program is showing a gain of \$12,484.29 in October and a gain of \$66,646.74 fiscal year to date. The urban program is showing gain of \$44.31 in October and a gain of \$1,487 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.

NCDOT has informed us that they have been able to restore the FY19 allocation of SMAP funds and cautions that we should plan for the reduced amount for next fiscal year. NCDOT also release half of the allocation in October with the remainder to be released in January. We are asked to complete a certified statement and letter before November 31, 2018.

Willis stated that a new RFP will need to be created for the financial audit. The contract with Nunn, Brashear, and Uzzell was for three years.

Update on Marketing and Promotions

Veterans Ride Free promotion ran from November 5 – 12, 2018. There were approximately 300 rides. We Are Veterans promotional video also ran on local government TV and can be found on our Facebook page. GWTA extended the bus routes for two hours during the Thanksgiving to Christmas holiday season. It began on November 26, 2018 and continued to December 22, 2018.

GWTA also participated in the Veterans Day Parade on November 10, 2018 and will participate in the local Christmas parade. This is an opportunity to promote GWTA services. Wayne County staff produced a new video promotion, "We are Veterans, We Are GWTA." The video aired on government TV, on Youtube, and will also is linked to our website.

Fall Customer Survey Results

GWTA worked with QCA to conduct fall customer surveys. The fall survey gathered information on rider travel patterns, transfers, interest/need for benches and shelters, rider value of services, and sought feedback on how to continue to improve services. Some of the results include:

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54% of riders always need to transfer to complete their trip
Highest transfer rate is from Purple to Blue; second highest is Purple to Green
49% say they would ride more if they could transfer less
Most common trip purposes are: Shopping, Healthcare, Employment, & Education
77% of respondents spend \$25 or more each month to ride
Reasons for riding less include: distance to the stop, too many transfers, and other options

Mount Olive Service Update

Willis met with Mayor Scott and Steve Wiggins on November 19, 2018, to discuss ongoing efforts to enhance ridership for the service. GWTA is working with QCA on translating brochures into French/Creole for outreach to this community. Willis has reached out to Duplin County Transit to determine whether we can partner on a transfer point extending services to the Butterball plant. We have also coordinated with Mt Olive Pickle Co. on a Pickle Pass promotion in December. An information table was set up to discuss the services and provide information with employees at the plant on November 28, 2018.

GWTA continues to provide deviated fixed route circulator service and a connector service to Mount Olive. During October we provided 23 days of service for the month, providing 263 trips. Cost of services for October was \$9,788.80 with \$267.50 in fare box revenue received.

Outreach and Activities

Willis stated that GWTA has started the process for preparing for Wings Over Wayne. A disabled parking lot will be set up and GWTA will be running the lot to make it accessible for the attendees who needs the service.

Willis met with staff at Goldsboro-Wayne Tourism to participate in their event. GWTA set up a table for a Disability Awareness Event hosted at Wayne Community College on October 30, 2018.

Training

Operators will receive training on Customer Service provided by Wayne County Human Resources Director Jerilyn Lee on November 29, 2018.

Meeting adjourned at 10:48 a.m.

Submitted by: LaShonda Oliver