



DON WILLIS  
DIRECTOR

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BERRY GRAY  
CHAIRMAN

***Goldsboro-Wayne Transportation Authority  
Governing Board Meeting Minutes  
December 12, 2024***

The Board of Directors of Goldsboro-Wayne Transportation Authority met for a regular session at 10:00 a.m. on Thursday, December 12, 2024, at the City of Anteroom, 214 N. Center Street, Goldsboro, North Carolina.

**Members in attendance:**

Berry Gray, Chairman; Hiawatha Jones, Vice Chairman; Brenda Davis and Felicia Brown

**Members absent:**

Jamie Taylor; Rob Dingess and Barbara Aycock

**Others in attendance:** Don C. Willis, Director; Borden Parker, Attorney

**Call to Order**

Chairman Berry Gray called the meeting to order at 10:02 AM and welcomed Board members. Chairman Gray also introduced and welcomed Felicia Brown as the new appointee from the City of Goldsboro replacing Octavius Murphy. There was a roll call to assure a quorum was present of appointed Board members.

**Adoption of Agenda**

Chairman Gray asked the Board members to review and approve the proposed agenda. Hiawatha Jones made a motion to adopt the agenda. The motion was seconded by Brenda Davis and received unanimous approvals.

**Election of Secretary/Treasurer to Fill Vacated Seat**

Chairman Gray stated that the current Secretary/Treasurer position was vacated by Octavius Murphy when he was replaced on the Board of Directors. Further, that the position is elected to be filled from members currently on the Board. Chairman Gray discussed responsibilities, including as an authorized representative with our bank (TRUIST) to sign checks. The process for review and approval to pay bills was discussed among the Board members. Brenda Davis was asked if she would be willing to complete the term through the end of June for the Secretary/Treasurer position. She agreed. Hiawatha Jones made motion to elect Ms. Davis to the position of Board Secretary/Treasurer. Felicia Brown seconded the motion and Ms. Davis was unanimously elected.

**Approval of Minutes**

Chairman Gray requested the Board review and approve the minutes provided. Director Willis shared that there had been a correction for the minutes shared by Borden Parker after the initial minutes had been sent out. The changes were reviewed with the Board. A motion was made by

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Hiawatha Jones to approve the minutes of the meeting of October 31, 2024 with the correction noted. Brenda Davis seconded the motion. The Board provided unanimous approval of the minutes.

**Policy on Use of Internet**

Attorney Borden Parker provided the Board with a new policy resolution for the GWTA Board addressing potential improper use of GWTA networks and devices to view pornography. Attorney Parker stated this is needed for all public organizations to comply with a new NC GS 143-805. Board members discussed GWTA implementation of the policy. After discussion, Hiawatha Jones made a motion that the policy resolution be approved as presented. Brenda Davis seconded the motion which passed unanimously.

**Marketing Plan and Public Relations Update**

Director stated that QCA has completed development of the GWTA calendar for 2025 and they are expected to ship to GWTA by weeks end. Also, QCA has developed a new “Seymour Says” video which covers the ADA and how the disabled can best access GWTA services, and is now available on the ridegwta.com website. Additionally, QCA has developed a series of short videos interviewing riders and employees who discuss the value of the GWTA and these will be posted on our Facebook page over time, as well as on the website.

Director stated that the “fare free” bus services on the Friday and Saturday (11/29 & 11/30) after Thanksgiving were greatly appreciated by the bus riders. GWTA has already announced to the public that the Board has also approved “fare free” services on Monday (12/23) and Christmas Eve (12/24), and on New Year’s Eve (12/31) as well.

Brenda Davis discussed the Mount Olive bus services provided by the GWTA. Also that she had taken and distributed updated brochures and flyers in the community. Board members were pleased with the new outreach products, including the “Seymour Says” video on how to use the services.

**Director’s Report**

Director stated GWTA has informed agencies serving elderly and disabled passengers regarding the Boards funding decisions based on availability of the ROAP funds for FY25. Agencies expressed appreciation to again have access to these funds to cover some trip costs. Director noted that the NCDOT will provide the requested FY25 funding of \$242,196 for the ROAP program to Wayne County and then the County will forward funds to the GWTA. Director added that the total funds available did go down by about \$20,000.00 and the GWTA will monitor use of these funds throughout the year. Also, the GWTA has already received the SMAP operating funds in the amount of \$296,772.00 for urban bus services from the NCDOT for FY25.

Director reported that GWTA staff has spent a good amount of time since the last meeting working with the NCDOT and consultants on another triennial review process. GWTA had received notice from NCDOT that the state will do a triennial review to assess the compliance of GWTA across all programmatic areas. Director stated that GWTA hosted consultants from RLS and Associates on Wednesday, October 23, 2024 to complete the onsite visit. The review was very thorough, and GWTA was able to get a final letter of compliance from the NCDOT on December 9, 2024.

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**Other Business**

Director discussed annual employee Christmas appreciation and outlined past practices. Director presented a handout with recommendations to provide employees with a gift card. There was discussion among the Board members about the great work done by employees to provide a critical service in a caring and safe manner and how challenging the work can be. Board members believe GWTA should take all reasonable and appropriate steps to show employees appreciation and to acknowledge employee efforts. Brenda Davis made a motion to approve the recommendations for employee appreciation at Christmas time. The motion was seconded by Felicia Brown and unanimously approved.

**Training**

Director noted that GWTA employees received Customer Services refresher training at the November meeting.

Chairman Gray asked if there was any further business. Hearing no further business, Chairman Gray adjourned the meeting at 10:32am.

Submitted by: Don C. Willis