



DON WILLIS  
DIRECTOR

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

SHYCOLE SIMPSON-CARTER  
CHAIRMAN

***Goldsboro-Wayne Transportation Authority  
Governing Board Meeting Minutes  
December 17, 2020***

The Board of Directors of Goldsboro-Wayne Transportation Authority met in regular session at 10:00 a.m. on Thursday, December 17, 2020, at the City of Goldsboro Anteroom, 214 N. Center Street, Goldsboro, North Carolina.

**Members in attendance:** Shycole Simpson-Carter, Chairman, Berry Gray, Secretary/Treasurer (via Phone), Brent Heath (via Phone), Bob Waller (via Phone), and Steve Wiggins (via Phone)

**Members absent:** Gene Aycock, Vice Chairman and Ed Cromartie

**Others in attendance:** Don Willis and LaShonda Oliver

**Approval of Minutes**

Upon motion of Bob Waller and seconded by Steve Wiggins, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved the minutes of the regular meeting of October 29, 2020.

**Directors Report**

***Financial***

The rural program is showing a loss of \$6,215.74 in October and a loss of \$23,251.95 fiscal year to date. Due to the pandemic, trip volume remains down significantly compared to prior year, and budgeted revenues have not been realized. The urban program is showing a gain of \$99.22 in October and a loss of \$340.44 fiscal year to date. The urban funds will remain about balanced throughout most of the year due to the grant reimbursement process.

***Outreach and Activities***

Don Willis participated in quarterly NCPTA Board meeting by teleconference on November 6, 2020. Willis participated in a teleconference meeting with NCHHS representatives regarding the ongoing Medicaid transformation and impacts on Medicaid Transportation on the November 17, 2020. Willis participated in NCDOT teleconferences on November 18th, December 2nd and December 16, 2020. Willis participated in the RPO meeting and the MPO meeting on November 19, 2020. Willis was asked and participated in an NCDOT grant application review subcommittee to improve state processes with grant applications.

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***Training***

Operators will receive refresher training on Emergency Procedures.

**Public Transportation Agency Safety Plan (PTASP)**

The FTA has required transit organizations to incorporate a new safety plan by the end of this calendar year. The new plan, a PTASP, complements our existing NCDOT approved Safety and Security Program Plan (SSPP) and adds new elements and expectations for transit. GWTA has elected to participate in this new plan as a sub recipient through the NCDOT. NCDOT has assisted with the development of the new PTASP. Willis asked the Board to approve the new plan for certification with the NCDOT.

Upon motion of Bob Waller and seconded by Berry Gray, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved the Public Transportation Agency Safety Plan.

**Veterans Half Fare Program**

The Board approved the Veterans Half Fare pilot program last year. The program allows Veterans to ride the city bus at half fare. This program has been successful, although, affected by the impacts of the pandemic on ridership. Don Willis recommended that the Board of Directors consider extending this program for an additional year.

Upon motion of Steve Wiggins and seconded by Bob Waller, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved to extend the Veterans Half Fare Program for another year.

**Holiday Schedule for Calendar 2021**

Willis informed the Board of the policy regarding Christmas Day of 2021 and New Year's Day of 2022 falling on a Saturday or Sunday. According to the GWTA policy, the Director with the concurrence of the GWTA Board of Directors will designate what day(s) will be observed as the holiday. Willis recommended that observance day be the Monday after the Holiday. The Board of Directors concurred with the recommendation.

**Other Business:**

Willis stated that the Board had approved Christmas cards for staff to receive each year. However, the Board did not designate an amount. Willis informed the Board that the Christmas card amount was increased to \$50.00 this year to help staff with the challenges of the pandemic this year.

Willis informed the Board that new urban routes and ride guide brochures will be updated this fiscal year. There was a minor change on the Red route.

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Willis informed the Board that the FTA reached out to transit agencies regarding preparation of the distribution of the Covid-19 vaccine. There is the possibility that transit services will be needed. GWTA will be in coordination with the County Emergency Manager to help transport passengers.

Transit employees are identified as 1B to receive the vaccine; however, 1A has priority as of now. The GWTA staff was made aware that they can sign up for the first round of the vaccine.

Willis informed the Board that the City of Goldsboro is assisting with security at our facility by installing new cables for a new camera system. They are also working to find a leak in the roof of the building.

Meeting adjourned at 10:30 a.m.

Submitted by: LaShonda Oliver