



DON WILLIS
DIRECTOR

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

SHYCOLE SIMPSON-CARTER
CHAIR

***Goldsboro-Wayne Transportation Authority
Governing Board Meeting Minutes
December 8, 2022***

The Board of Directors of Goldsboro-Wayne Transportation Authority met for a regular session at 10:00 a.m. on Thursday, December 8, 2022, at the City of Goldsboro Mayor's Conference Room, 214 N. Center Street, Goldsboro, North Carolina.

Members in attendance: Shycole Simpson-Carter, Chair; Berry Gray, Secretary/Treasurer; Barbara Aycock; Gregg Batts, Steve Wiggins, and Robert Dingess (via phone)

Members absent: Hiawatha Jones

Others in attendance: Don Willis, Borden Parker, Danna Layne

Call to Order

Chairman Shycole Simpson-Carter called the meeting to order at 10:05 AM. Robert Dingess was acknowledged as the newest member of the Board of Directors appointed by Wayne County. Mr. Dingess expressed looking forward to serving on the Board and assisting in GWTA's efforts to serve our community.

Simpson-Carter noted that the Board needed to defer the planned closed session intended to discuss employee performance.

Presentation of FY22 Audit

Danna Layne of Nunn, Brashear, and Uzzell presented to the board the successful completion of our annual financial audit for FY 2021-2022. Handouts were provided along with copies of the full audit report. Layne gave an overview of the audit results. The results were unmodified opinion on financial statements, no change in accounting policies, accounting estimates, communication of no material weakness, communication of those charged with Governance, and it was noted there was full cooperation from all Goldsboro-Wayne Transportation personnel. There was a budgetary issue noted for compliance wherein grant funds approved crossed fiscal years as a result of delayed production of vehicles. This issue was addressed with retraining. Layne stated the "quick ratio" should be greater than 1 and GWTA's ratio is 3.97. The audit report should be submitted within five months, and GWTA had submitted timely. Layne also noted that GWTA is not on the Unit Assistance List (UAL) and does not have any statutory violations. A letter will be provided timely to the LGC explaining the budgetary violation and correction.

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Upon motion by Barbara Aycock, and second by Steve Wiggins the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved to accept the audit for the fiscal year ending June 30, 2022, presented by Nunn, Brashear and Uzzell, P.A.

FY 2024 CTP Capital Grant Public Hearing and Action

At 10:25 a.m., a public hearing was held on the FY2024 Community Transportation Program (CTP) Capital Grant Application and Authorizing Resolutions. It was noted this was a second hearing, and was intended to address the unexpected increased costs for capital items.

Don Willis gave an overview of the FY2024 CTP application, with emphasis on the updated capital portion. The grant application is for administrative assistance, operating assistance and capital assistance. There are six vehicles that GWTA is seeking to be replaced. The finalized capital amount is \$795,800 with a local match of \$79,580. The total estimated request of the grant application is now \$1,214,457 with a local match of \$187,880. Willis stated that he will coordinate with the County for local match that will be needed for the grant. Willis asked if there was anyone from the public to come forward and provide feedback and comments on the application before the Board take any actions.

No public comments were received. The public hearing was closed at 10:31 a.m.

Upon motion by Greg Batts and second by Barbara Aycock the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved to submit the FY2024 Community Transportation Program as presented by Don Willis to the Board. Upon motion of Berry Gray, and seconded by Steve Wiggins, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved the Chair and Secretary/Treasurer of the Board to execute the Authorizing Resolution and approve the documents of the FY2024 Community Transportation Program.

Approval of Minutes

Chairman Simpson-Carter requested the Board review and approve the minutes provided. A motion was made by Greg Batts to approve the minutes of the meeting of October 27, 2022. Berry Gray seconded the motion. The Board provided unanimous approval of the minutes.

Director's Report

Financial

Director reported the NCDOT provided Wayne County with the first disbursement (\$205,837) of the allocation of \$249,215 in ROAP funds on October 31, 2022. There will be a second disbursement of \$43,378 in late January or February.

Director reported the FY23-24 Community Transportation Program (CTP) application required a second public hearing due to the increased cost of the capital portion of the application. The administrative portion was timely submitted to the NCDOT and the capital portion is due by December 9, 2022. This grant funds GWTA's rural Administrative expenses and includes

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Capital and also additional Rural State Operating (RSO) funds. The CTP grant total is now \$1,214,457 with a local match estimated as \$187,880.

Marketing and Public Relations

Director reported the Board approved “fare free” bus services on the Friday and Saturday (11/25 & 11/26) after Thanksgiving and also on the Friday and Saturday (12/23 & 12/24) before Christmas was much appreciated by the riders. Ridership was over 800 trips during the fare free service days after Thanksgiving.

Outreach and Activities

Director met virtually with representatives from ModivCare on November 2nd to discuss issues with providing timely trip requests and also making digital claims for reimbursement. Director met on November 2nd with representatives from National Bus for an update on the progress of our order for two replacement buses. Director attended NCPTA Board of Directors meeting in Greensboro at the PART facilities on November 4th. Director participated in virtual statewide roundtable with brokers and managed care partners to discuss progress with Medicaid transportation on November 9th. Director participated in virtual statewide monthly call with NCDOT/IMD to discuss rural services on November 9th. Director participated in MPO TCC meeting on November 10th. Director met virtually with MTM representative to discuss issues with being reimbursed on November 28th.

Employee Christmas Bonus

Willis discussed how Christmas bonuses have been provided to employees in prior years, including last year when there were approved quarterly bonuses beginning at Christmas time. Willis recommended employees receive a \$50 gift card. Gregg Batts made a motion to provide employees with a \$50 gift card and Steve Wiggins seconded. The motion passed unanimously. Each Board member asked that their appreciation be expressed to the employees for their outstanding efforts in service to our community.

Holiday Schedule for Calendar 2023

Willis provided the Board a recommended holiday schedule consistent with past years. 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 holidays. Christmas Eve falls on a Sunday, and Willis recommended that observance day be the Friday before the Holiday. The Board of Directors concurred with the recommendation and holiday schedule.

Training

Operators received training on Customer Service and emergency procedures in December.

Meeting adjourned at 11:01 a.m.

Submitted by: Don C. Willis