



DON WILLIS
DIRECTOR

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FREEMAN HARDISON, JR.
CHAIRMAN

***Goldsboro-Wayne Transportation Authority
Governing Board Meeting Minutes
March 26, 2020***

The Board of Directors of Goldsboro-Wayne Transportation Authority met in regular session at 10:00 a.m. on Thursday, March 26, 2020, at the City of Goldsboro Anteroom, 214 N. Center Street, Goldsboro, North Carolina.

Members in attendance: Freeman Hardison, Jr. Chairman (via phone), Shycole Simpson-Carter, Vice Chairman, Bob Waller, Secretary/Treasurer (via phone), Gene Aycock, Berry Gray (via phone) and Brent Heath (via phone).

Absence: Ed Cromartie.

Others in attendance: Tim Salmon, Don Willis, and LaShonda Oliver.

Approval of Minutes

Upon motion of Bob Waller and seconded by Shycole Simpson-Carter, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved the minutes of the regular meeting of February 27, 2020.

Director's Report

Financial

The rural program is showing a gain of \$4,110.15 in February and a gain of \$75,569.86 fiscal year to date. The urban program is showing a loss of \$10.61 in February and a loss of \$95.25 fiscal year to date. The urban funds will remain about balanced throughout most of the year due to the grant reimbursement process.

GWTA has now received 75% of the FY20 ROAP and SMAP funds from NCDOT and the remaining funds will be disbursed on a schedule in the coming months. NCDOT continues to experience cash flow challenges which is why the funds for the current year are flowing so slowly.

Mount Olive services for the month of February, 160 hours of service was provided. There were 121 total trips performed. This was a significant decline from last February. We believe this is due to some of our employment riders having become independent and purchasing vehicles. The cost of service (split 50/50 between grant

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and the Town) was \$5,558.40. GWTA received \$147 in fare box revenue from riders in February. The total trips through the first seven months was 1,465. GWTA had planned to participate in the annual Pickle Festival and Men of Faith Health Fair in Mount Olive before these events were cancelled.

Marketing and Public Relations Update

The “Great Place to Work” campaign and Saturday Job Fair received over 1,000 hits on Facebook, but only generated minimal actual interviews with two prospective new Operators now in training. The customer surveys originally planned for April and updated ridership counts originally scheduled for May have been rescheduled due to the unusual nature of the current public health situation.

COVID-19 Actions Taken

The Bus and Van ridership has decreased. Willis has attended several Webinars with Federal transit and DHHS regarding preparation. The staff has received retraining on using personal protective equipment as well as received additional protective equipment. GWTA is increasing the frequency of cleaning the vehicles and transfer center. In addition, GWTA is working regularly with emergency management on information as well as the County for supplies. We are also in communication with contracting agencies, the services have been limited based on their demands.

Outreach and Activities.

Willis participated in an FTA webinar on preparation for COVID-19 on March 6th. Willis attended Wayne County Emergency Management update on COVID-19 at the Maxwell Center on March 11th. Willis attended MPO meeting on March 12th. Willis participated in a webinar on impacts of COVID-19 on small transit providers on March 18th. The TAB meeting on March 19th will be rescheduled at the request of the City, as they are limiting meetings at this time. Willis participated in RPO meeting done by conference call on March 26th.

Training

Operators received refresher training on Defensive Driving at our monthly meeting on March 26, 2020.

Budget Preparation Update

GWTA submitted the annual budget request timely to City last month. The recommended City budget request for operations will be \$303,129 (the same as last fiscal year). There will also be a request for approximately \$35,000 in matching funds for replacement of the first of several urban buses that are reaching useful life. GWTA will submit the County Budget request timely, prior to their April 3, 2020, deadline. The recommended County budget request includes \$27,564 in administrative match (the same as in prior years) and also approximately \$64,000 for replacement of ten (10) rural transit vehicles that have reached useful life.

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Health Insurance Status

Wayne County will assess additional cost for the coming fiscal year will be to cover the administrative and catastrophic fees of \$100 a month per employee who is covered. This is about \$20,000 a year. Willis followed up with the state health plan and their membership is currently capped at 16,000. There will be no new members allowed until the General Assembly takes action to add them. Willis has completed an application with the League of Municipalities and quotes for coverage are pending. Willis has followed up with a private provider following the suggestions from the ABC Board. The private quote is similar to that provided to the ABC Board, and would save GWTA from the need to budget for the additional administrative and catastrophic fees that would be charged next year.

Approval of Updated Title VI Plan

Willis stated that GWTA is required to submit the Title VI Plan by the end of the Month. The Title VI Plan has not been changed from the previous year; however, it needs to be approved by the Board.

Upon motion of Brent Heath and seconded by Bob Waller, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved the GWTA Title VI Plan.

Meeting adjourned at 10:35 a.m.

Submitted by: LaShonda Oliver