



DON WILLIS  
DIRECTOR

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

BERRY GRAY  
CHAIRMAN

***Goldsboro-Wayne Transportation Authority  
Governing Board Meeting Minutes  
May 30, 2024***

The Board of Directors of Goldsboro-Wayne Transportation Authority met for a regular session at 10:00 a.m. on Thursday, May 30, 2024, at the City of Anteroom, 214 N. Center Street, Goldsboro, North Carolina.

**Members in attendance:** Berry Gray, Chairman; Hiawatha Jones, Vice Chairman; Octavius Murphy, Secretary/Treasurer; Jamie Taylor; and Robert Dingess

**Members absent::** Barbara Aycock; Steve Wiggins

**Others in attendance:** Don C. Willis

**Call to Order**

Chairman Berry Gray called the meeting to order at 10:03 AM and welcomed Board members. There was a roll call to assure a quorum was present of appointed Board members.

**Approval of Agenda**

Chairman Gray asked the Board members to review and approve the proposed agenda. Hiawatha Jones made a motion to approve the agenda as is. The motion was seconded by Rob Dingess and received unanimous approvals.

**Approval of Minutes**

Chairman Gray requested the Board review and approve the minutes provided. A motion was made by Hiawatha Jones to approve the minutes of the meeting of March 28, and April 25, 2024. Jamie Taylor seconded the motion. The Board provided unanimous approval of the minutes.

**Director's Report**

Director commented on developing a full proposed FY25 urban and rural budget for Board consideration and approval at the June 20th meeting. Director indicated he had coordinated with City and County staff and at this time believes local match will be available as requested.

Director noted that there would need to be action to hold a public hearing of the Board of Directors for purposes of the budget and the urban grant application. Rob Dingess made a motion to hold public hearings on June 20<sup>th</sup>, 2024 during the Board of Directors meeting. Jamie Taylor seconded the motion which passed unanimously.

Director discussed ongoing challenges with production of rural and urban replacement vehicles. NCDOT automatically extended the period of performance for the capital grants statewide to make funds available into the next fiscal year when most of the new vehicles should be

**Goldsboro-Wayne Transportation Authority**  
**Governing Board Meeting Minutes**  
**May 30, 2024**  
**Page 2**

delivered. Director stated he anticipates some rural replacement vehicles will actually arrive before end of this fiscal year, and that the remainder will not arrive until fall. Also, replacement urban vehicles will not be received until next fiscal year. Director shared that he is working with Wayne County to amend approved capital match available to cross into the new fiscal year.

Director expects the need to request a budget amendment from the Board of Directors later this year to move forward the authority to spend these capital funds for approved procurement of these replacement vehicles.

Director also shared the anticipated trends in costs and service demands that will go into the final proposed budgets for the urban and rural services. Board members provided discussion and feedback on the assumptions that would go into a recommended budget and to give consideration for City and County budget trends as well. Octavius Murphy noted the recruiting and retention challenges faced by governments at this time. There was discussion about GWTA's challenges.

Director noted that GWTA staff has already begun work on the FY26 rural grant application. Preliminary documents requiring execution are in process, and Director is cross training staff internally on this grant.

**Marketing and Public Relations Update**

The second RFP planning meeting was held on May 1<sup>st</sup> with representation from the Board of Directors, from the MPO, and from the County Aging Department which is served by GWTA's van program. Director reported that the panel finalized the RFP and the criteria that will be used. Director stated that the RFP was released broadly on May 10<sup>th</sup>, with questions due by May 20<sup>th</sup>. A Q&A was posted on May 25<sup>th</sup> as outlined in the RFP. The RFP is due back on June 3<sup>rd</sup> and the panel will meet again once responses are received in order to rate the responses based upon the criteria as agreed in advance.

Director shared that QCA staff was on site in Goldsboro on May 14<sup>th</sup> through 16<sup>th</sup> conducting onboard customer surveys and also making cold calls to van riders to complete the survey. Surveys were available in English and Spanish and one of the QCA surveyors also spoke Spanish. Director stated full results haven't been compiled in time to share during the May Board meeting and would be shared in June. Director and Board members reviewed and discussed survey results on the one-page infographical report which was provided. Director noted that there will be a random drawing for 11-ride passes as an incentive to encourage feedback from riders.

**Training**

Director noted that GWTA employees received Emergency Procedures and Fire Extinguisher refresher training at the April meeting.

**Other Items**

Director presented the updated FTA Drug and Alcohol Program for approval by the Board of Directors. Director noted the only changes are to make the policy consistent with new FTA rules allowing for oral swabbing to be conducted. Board members discussed the policy. Hiawatha Jones asked about providing the staff with education and training, and Director discussed. Jamie Taylor noted that there could be some savings and that this can be a better approach. After

**Goldsboro-Wayne Transportation Authority**  
**Governing Board Meeting Minutes**  
**May 30, 2024**  
**Page 3**

discussion of the policy and intent, Octavius Murphy made a motion to approve the policy. Hiawatha Jones seconded the motion which then passed unanimously.

Board members discussed the GWTA services offered to the Town of Mount Olive. It was shared that the town does plan to fund the services for another year and desires to track how much service is being provided. Director indicated he had provided information last month, including pictures and feedback from the outreach event at the library. Rob Dingess stated it would be good if we could find a way to specifically reach out and even hold another event at the library for limited English proficiency populations, like the French-Creole speakers in that area. Jamie Taylor noted that if this group better understood how to use the services, then this would improve ridership. Hiawatha Jones agreed and stated she would like to see more outreach to inform his population. Chairman Gray stated GWTA should work with the Town and seek to identify individuals who could help with outreach to this community. Director stated he would reach out again to partner with the Town and to work to remove language barriers for understanding and use of the Mount Olive bus services in the coming year.

Director shared a proposed meeting schedule for the Board of Directors for next fiscal year. Board will be asked to approve at the June meeting.

Director stated that the Board had approved the Juneteenth holiday, and that GWTA would operate on a Saturday schedule this year. The employees have been very appreciative of this new holiday.

Director asked the Board to hold on their calendars the date of June 27, 2024 as a potential called meeting date, should the budget need further review or changes after the June 20, 2024 meeting.

Director reported meeting with rural vehicle vendor to complete vehicle replacement order on April 26<sup>th</sup>. Director facilitated RFP subcommittee meeting on May 1<sup>st</sup>. Director stated he participated in virtual meeting with broker, Modivcare, to discuss transportation call center issues on May 3<sup>rd</sup>. Director also met with county Social Services staff to discuss partnership on May 7<sup>th</sup>. Director participated in the MPO/TCC meeting on May 9<sup>th</sup>. Director participated in virtual statewide meeting with NCDOT on May 15<sup>th</sup>. Director attended Mayors Council on Persons with Disabilities meeting on May 16<sup>th</sup>.

Chairman Gray asked if there was any further business. Hearing no further business, Chairman Gray adjourned the meeting at 11:00am.

Submitted by: Don C. Willis