



DON WILLIS  
DIRECTOR

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FREEMAN HARDISON, JR.  
CHAIRMAN

***Goldsboro-Wayne Transportation Authority  
Transportation Advisory Board Meeting Minutes  
December 19, 2019***

The Transportation Advisory Board of Goldsboro-Wayne Transportation Authority met at 10:30 a.m. on Thursday, December 19, 2019, at the Peggy M Seegars Senior Center, 2001 E Ash Street.

**Members in attendance:** Paula Edwards, Chair, Keith Spivey, Vice-Chair, Venessia Hill, Steve Wiggins, Cynthia Juliano, Valerie Wallace, and Joanna Morrisette.

**Members absent:** Amy Hartley, Secretary, Tiffany Creech, Bob Dively, Barbara Aycock, Edward Cromartie, Chip Crumpler, Shycole Simpson-Carter, Brenda Dubose, Aaron Stryker, Diana Campbell, and Patrick Flanagan.

**Others in attendance:** Sara B. McCullonch (WOC), Don Willis and LaShonda Oliver.

**Approval of Minutes**

Upon motion of Steve Wiggins and seconded by Venessia Hill, the Transportation Advisory Board of Goldsboro-Wayne Transportation Authority unanimously approved the minutes of September 19, 2019.

There were no public comments offered.

**Director's Report**

***Financial***

The rural program is showing a gain of \$76,450.39, and is trending consistent with last fiscal year. The urban program shows a loss of \$0.75. The urban funds will remain about balanced throughout most of the year due to the grant reimbursement process.

GWTA completed our meetings with our auditor for FY2019. Nunn, Brashear, and Uzzell presented our annual audit report at the December 12, 2019 Board meeting.

NCDOT released two operating grants for the current fiscal year on December 10, 2019. SMAP is an urban grant which assists the city in meeting federal match. ROAP is a rural grant which helps purchase trips for the elderly, disabled, for employment trips, and for rural trips. This year all ROAP

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funds were allocated under the RGP “pot” and grant recipients are given the option to flex funds during the year.

***Veterans Promotion***

The Veterans Ride Free promotion for 2019 ran from November 11<sup>th</sup> through November 16<sup>th</sup>. GWTA provided approximately 100 veteran trips during this promotion. The veteran half fare promotion began on November 18<sup>th</sup> and will run through the end of May 2020. GWTA participated in the Veterans Day Parade on Monday November 11<sup>th</sup>. Director also met with NCWorks Veterans Career Advisor on December 3<sup>rd</sup> about helping to get the word out to veterans on using GWTA for employment related trips. Also, our Facebook posting of the Veterans Half Fare promotion has received 4,120 hits to date, our most viewed posting this year.

***Christmas and Extended Hours Promotion***

GWTA participated in the community Christmas Parades on Saturday, December 7, 2019. The holiday extended hours promotion this year runs from December 16<sup>th</sup> through December 23<sup>rd</sup>.

***Outstanding Performance on our Federal Transit Administration (FTA) Triennial Review***

Recipients of federal transit funding are subject to compliance expectations covering twenty (20) key areas in order to assure continued funding for transit services. Every three years, the FTA conducts a triennial review process onsite as a way to determine compliance with the expectations. GWTA was reviewed on October 8 - 9. The final report was released stating that GWTA will have no findings of deficiency for this review. FTA representatives noted there are on average 8 or 9 findings during a review and were very complimentary of the GWTA team. Don Willis stated that he believes this is the best review we have ever received. The formal report will be shared with the Board.

***Outreach***

Willis was asked and presented information on transportation services available to the Senior Tar Heel Legislature on Wednesday, October 2<sup>nd</sup>. Willis participated and supported the Goldsboro Mayors Disability Council Awards Banquet on Thursday, October 17<sup>th</sup>. GWTA assisted with displaced residents at the Waynesborough House on October 23<sup>rd</sup> & 24<sup>th</sup>. Willis participated in the NC Public Transportation Association Board meeting on November 1<sup>st</sup>. Willis made presentations to City Council and County Commissioners on November 4<sup>th</sup> & 5<sup>th</sup> regarding veterans promotions. Willis set up a GWTA booth and attended “Way Forward” forum on Social Determinants of Health on November 7<sup>th</sup>. Willis participated in the RPO meeting in LaGrange on November 21<sup>st</sup>. GWTA participated in Wayne County Emergency Operations Planning meeting on November 26<sup>th</sup> and also participated an EOC training exercise on December 9<sup>th</sup>.

***Training***

Operators received refresher training on providing excellent Customer Service on November 21<sup>st</sup> and emergency procedures on December 19<sup>th</sup>. Four Administrative staff participated in the recent Wayne County Diversity training.

***Driver of Quarter***

Ronnie McClary was chosen as the van Operator for the 2<sup>nd</sup> quarter. Tim McCoy was chosen bus Operator of the 2<sup>nd</sup> quarter.

**Elderly and Disabled Grant Update an Agency Application**

Willis shared the ROAP Guidelines and the NC Counties allocation table with the TAB. Willis gave an overview of the guidelines and changes of the ROAP funding. GWTA has developed an application and process that agencies who would like to use EDTAP funds would complete and follow as well as include the expected amount of funds to be used. The draft was presented to the TAB for feedback on September 19<sup>th</sup> and was accepted. GWTA will begin a process to review requests for funds and report recommendations to the Board of Directors. The approved funding amounts will be provided to the agencies and expenditures will be monitored monthly to assure funds are fully used and also that funds are not over expended. Agencies applying for funds will commit to being responsible for any over expenditures that GWTA was not able to make up.

Since application for these funds has just been released from the state, GWTA will begin this process during our December TAB meeting for the FY20 funds available.

**Mount Olive Service Update**

For the month of September, 152 hours of service was provided. There were 142 circulator trips and 76 connector trips performed, for a total of 218 trips. GWTA are still on track to equal the trips for last year, while reducing operating costs significantly. Cost of service (split 50/50 between grant and the Town) was \$5,280.48. GWTA received \$265 in fare box revenue from riders.

For the month of October, 184 hours of service was provided. There was 152 circulator trips and 100 connector trips performed, for a total of 252 trips. Cost of service (split 50/50 between grant and the Town) was \$6,392.16. GWTA received \$326 in fare box revenue from riders in October.

For the month of November, 144 hours of service was provided. There was 86 circulator trips and 95 connector trips performed, for a total of 181 trips. Cost of service (split 50/50 between grant and the Town) was \$5,002.56. GWTA received \$305 in fare box revenue from riders

**Other Business**

The TAB discussed the number of members and their attendance. Willis was asked to review the agencies list to see if there could be other agencies that can be represented on the TAB. Discussion was made on making adjustments to the meeting date and time. In addition, Willis was asked to reach out to the agencies to see if there could be a representative from the agency that could attend the meetings in place of the TAB member.

Meeting adjourned at 11:25 a.m.

Submitted by: LaShonda Oliver