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FREEMAN HARDISON, JR.  
CHAIRMAN

***Goldsboro-Wayne Transportation Authority  
Transportation Advisory Board Meeting Minutes  
June 26, 2019***

The Transportation Advisory Board of Goldsboro-Wayne Transportation Authority met at 10:30 a.m. on Thursday, June 26, 2019, at the City of Goldsboro Anteroom, 214 N. Center Street, Goldsboro, North Carolina.

**Members in attendance:** Paula Edwards, Chair, Keith Spivey, Vice-Chair, Amy Hartley, Secretary, Venessia Hill, Joanna Morrisette Tiffany Creech, and Rose Wagner

**Members absent:** Bob Dively, Barbara Aycock, Edward Cromartie, Chip Crumpler, Shycole Simpson-Carter, Brenda Dubose, Mel Powers, Patrick Flanagan, Steve Wiggins, and Eric Howell

**Others in attendance:** Cynthia Juliano, Carl Martin, Don Willis, and LaShonda Oliver.

**Approval of Minutes**

Upon motion of Tiffany Creech and seconded by Joanna Morrisette, the Transportation Advisory Board of Goldsboro-Wayne Transportation Authority unanimously approved the minutes of March 30, 2019.

**Director's Report**

*Financial*

GWTA remains in a good financial position. The rural program is showing a gain of \$14,547.88 in May and a gain of \$133,456.29 fiscal year to date. The urban program is showing a gain of \$190.54 in May and a gain of \$175.92 fiscal year to date. As mentioned previously, the urban funds will remain about balanced throughout most of the year due to the grant reimbursement process.

Urban and Rural budgets for FY19-20 were approved by the GWTA Board of Directors at the June 20, 2019 meeting. The budget included a 2% pay increase and participation in a 457K retirement plan. In addition, the budget included local match of \$26,400 for five replacement vans which have meet useful life in the rural program.

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*Marketing and Public Relations RFP*

RFP was released on May 20, 2019, and addendum responding to questions provided by May 28, 2019, was posted on May 31, 2019. RFP was due on June 10<sup>0</sup>, 2019, and the review panel met on June 12, 2019, to review responses. Due to a technical glitch with the city website, it was determined to reject the proposals and advertise the RFP again. RFP was posted again on June 14, 2019, and closes on June 21, 2019. The review panel will meet again on June 24, 2019, and make recommendation to the Board of Directors.

Partnership with the Literacy Council to place a “Little Library” in the GWTA transfer center is nearing completing with an expected unveiling the first week in July.

*Shelters*

Director made a presentation to City Council on May 6, 2019, regarding shelter needs and placement of new shelters. All new shelters have now been placed and the City is interested in funding and adding three additional shelters. GWTA staff is assisting the City with the process.

*Mount Olive Service Update*

Director participated at the Mount Olive Health Fair on Saturday May 18, 2019, and spoke with approximately 40 people about GWTA and how to use the Mount Olive Bus services. GWTA also attended the Pickle Festival in Mount Olive on April 13, 2019.

GWTA staff coordinated with representatives from Mount Olive to redesign and focus services during peak demand times. Town has engaged in a successful funding drive to raise sufficient local match to continue services for an additional year. GWTA Board of Directors approved staff going forward with a grant application for operating assistance through NCDOT, which would require 50% match.

*Safety Award*

GWTA received a safety award for the seventh consecutive year from the NC Department of Labor Commissioner Cherie Berry. The award is presented to companies with worker compensation claims less than 50% the industry average.

*Outreach & Activities*

On April 3, 2019, Director attended NCDOT’s first annual MOBI Awards Ceremony representing GWTA as a finalist for the Award. GWTA participated in the “Real World Summit” training event for VR customers on April 17, 2019, assisting over 100 high school students to plan for transportation in their future. Director attended the annual state public transportation conference April 29, 30, and May 1, 2019, and was also elected Secretary to the North Carolina Public Transportation Association Board of Directors at the conference. GWTA participated with Emergency Management in a joint preparedness meeting on June 4<sup>th</sup>. Director participated in discussions about the proposed repurposing of Union Station on June 11, 2019. Director attended two day FTA Triennial Review Training on June 17-18, 2019.

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*Training*

All employees received First Aid training in April, and fire extinguisher training in May. All employees will receive customer service refresher training on June 27, 2019. Dispatcher also completed NCDOT's Drug and Alcohol and Reasonable Suspicion training on April 17-18, 2019.

*Drivers of the Year*

Chester McClarin was recognized as the bus operator of the year, and Thelma Allen was recognized as the van Operator of the year

**TAB Membership Request**

There was a request from the Board of Directors regarding the membership of the TAB. The Board of Directors asked at the next TAB meeting if the current members had any recommendation on the membership of the TAB. Currently, there are 18 members on the TAB. The purpose of the TAB is to provide feedback and a sounding board for the services GWTA provides. The TAB is required by NCDOT to receive grant funding. In addition, NCDOT have requirements on what representation must be a member of the TAB. The Board discussed ideas how to increase TAB attendance and organization that could represent the required representation on the TAB. Vacant seats were discussed and recommendations to fill seats for key agencies as a result of turn over. Also, the TAB discussed rotating the meeting and talking with members to determine any conflicts there may be with the meeting time.

Meeting adjourned at 11:58 a.m.

Submitted by: LaShonda Oliver