

DELAWARE COUNTY TRANSIT BOARD

BOARD MEETING

MINUTES OF July 15, 2015

1. Roll Call

The DCTB Chair called the meeting to order and the roll was taken as follows: (15-07-01)

X	Tom Jones-Chair
X	Boots Sheets-Vice Chair
X	Traci Cromwell -Secretary
X	Roger VanSickle-Treasurer
Ab	Ed Helvey
X	Tim Dempsey
X	Erwin Dugasz

Staff present for the meeting:

X	Denny Schooley-Executive Director
X	Crystal James-Operations Director
X	Ginny Berry-Marketing and Public Relations Specialist
Ab	Tonya Layman-Mobility Manager
X	Tina Smith-Controller/HR Coordinator
X	Ed Pierson-Facilities, Assets, and Technology Manager
Ab	Grant Bias-Operations Supervisor

a. Approval of Absences (15-07-01)

It was moved by Tim and seconded by Roger to approve Ed's absence (15-07-01).
Motion passed.

b. Pledge

2. Public Comment

No public present.

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3. Approval of Consent Agenda (15-07-02)

- a. **Agenda for July 15, 2015**
- b. **Minutes of June 17, 2015**

It was moved by Boots and seconded by Tim to approve the Consent Agenda (15-07-02). Motion passed.

4. Reports

- a. **Board Committees**
 - i. **Finance – No meeting**

- b. **Department**

Crystal announced that we started Saturday service and had 102 riders on 4 buses running 4 abbreviated city fixed routes.

- c. **Executive Director-Denny**

Denny explained that Kathy's windshield was broken while driving to the FTA FMO Training in Chicago last week. He asked the Board's opinion on whether DATA should reimburse the repairs.

It was moved by Tim and seconded by Boots to approve reimbursing Kathy in full for her out of pocket cost of replacing her windshield. Vote was 4-2 in favor. Motion passed.

Resolution will be approved and signed at next month's meeting before reimbursement is issued.

Denny informed the Board that MAP-21 expires on July 31st. It is currently on its third extension, and Monday the House passed a resolution to extend it once again until December. The Senate is trying to push for a 6-year bill. Since there is the potential for funding to stop at the end of the month, we will be making an ECHO draw before that time.

5. Treasurer's Report-Financial Status

- a. **Approval of financial status for month ending June 30, 2015 (15-07-03)**

Total income for June = \$48,478.19

Total expenses for June = \$149,552.46

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Checking account balance = \$411,350.00

Payroll account balance = \$19,027.98

It was moved by Tim and seconded by Boots to approve the Financial Status (15-07-03). Motion passed.

6. Unfinished Business

Erwin moved to remove Resolution (15-07-04), item 7a. under New Business, from the table. Tim seconded.

Traci asked when our medical leave policy is going to be revised and in effect. She voiced concern about specifying how many hours of leave an employee can take per week when out on leave. Denny explained that our Leave Policy and FMLA Policy are very closely linked, so we are planning to attend an FMLA training in September to make sure we cover all our bases. We will plan to bring a revised policy to the Board in October.

7. New Business

a. Approval of contract with Parsons Brinckerhoff for TDP and Local Funding Study (15-07-04)

Contract was signed as is with no changes.

It was moved by Boots and seconded by Roger to approve the contract with Parsons Brinckerhoff (15-07-04). Motion passed.

b. Approval to participate in the Ohio Deferred Compensation Program (15-07-05)

Roger moved to remove Resolution (15-07-05) from the table. Tim seconded.

Denny explained that the Board's questions were addressed with the County Prosecutor who reviewed the contract with Ohio Deferred Compensation, and had no problems with it. DATA's fiduciary responsibilities are to make all employees aware of the program and to submit payroll deductions.

It was moved by Boots and seconded by Tim to approve participation in the Ohio Deferred Compensation Program (15-07-05). Motion passed.

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c. Approval to submit a grant application to Source Point for 2016 calendar year (15-07-06)

This is our annual grant request, which is usually around \$311,000 each year, which includes Bus Bucks. This purpose of the grant is to help support the operations of the fixed routes.

It was moved by Tim and seconded by Roger to approve submitting a grant application to Source Point (15-07-06). Motion passed.

8. Other Business—Open Comments

Boots mentioned he saw one of our buses in the afternoon in Whitehall and asked exactly where our buses can go. Denny explained the buses go into all adjacent counties for medical trips.

9. Adjourn

There being no further business to transact, the Chairman adjourned the meeting.