

**THE COAST-WACCAMAW RTA  
BOARD MEETING  
April 25th, 2012  
12:00 p.m.**

**Board Present:** Ivory Wilson, Chair  
Bernard Silverman  
Dr. Nicholas Twigg  
Katharine D'Angelo  
Joseph Lazzara  
Lillie Jean Johnson

**Staff present:** Myers Rollins, General Manager  
John Glover, Director of Transportation Services  
Julie Norton-Dew, Director of Budget & Finance  
Felicia Beaty, Director Human Resources and Organization Development  
Yvette Jefferson, Director of Marketing and Community Relations  
Barbara Blain-Olds, Staff Attorney  
Lynette Nobles, Office Manager  
Joe Ponticello, Budget and Internal Controls Manager

**Also Present:** Bobby Lamb

**In accordance with the Freedom of Information Act (FOIA), notices of the meeting were provided to the press, stating the time, date, and place of the meeting on April 23rd, 2012.**

**CALL TO ORDER:** Chairman Wilson called the meeting to order at 12:12 p.m.

**INVOCATION/PLEDGE OF ALLEGIANCE:** Chairman Wilson gave the invocation. The Pledge of Allegiance was recited.

**ANNOUNCEMENT OF QUORUM/ROLL CALL:** Roll call was taken. A quorum was present.

**ACKNOWLEDGMENT OF VISITORS:** Chairman Wilson welcomed Bobby Lamb, the only visitor present.

**PUBLIC COMMENTS:** (There were none.)

**EMPLOYEE/OPERATOR OF QUARTER:** Mr. Rollins announced that the Operator of the Quarter was Donald Vaught, and the Employee of the Quarter was Cathy Hennessy. Both were given \$50 gift certificates and a plaque.

**APPROVAL OF MINUTES:** It was properly moved and seconded that the minutes from the previous meeting be approved. There being no questions, a voice vote was taken. No nays being heard, the motion carried.

**CITIZEN'S ADVISORY REPORT:** Mr. Wilson stated the report had already been given.

**APPROVAL OF RESOLUTIONS:** Ms. Nobles read the following resolution into the record:

***RESOLUTION NO. APR2012-21: AUTHORIZATION TO IMPLEMENT AN ADMINISTRATIVE POLICY FOR TESTING IMPAIRMENT OF ROLLING STOCK. A motion of the Board of the Waccamaw***

*Regional Transportation Authority authorizing the General Manager / Secretary – Treasurer to implement a policy to supplement the Fixed Asset policy for Testing Impairment of Rolling Stock.*

Mr. Rollins said this is another example of the quality controls Coast RTA is implementing to improve efficiency of overall operations and to do a better job of transiting rolling stock.

It was properly moved and seconded that the resolution be approved. There being no further questions, a voice vote was taken. No nays being heard, the resolution carried.

## **MONTHLY REPORTS:**

**Finance and Procurement:** Mr. Lazzara reported that he talked with Julie Norton-Dew yesterday regarding the financial reporting and the agenda for the finance committee. It was reviewed and accepted. The committee met this morning. The Board reviewed and discussed the financial reports. Everything was accepted.

Mrs. Norton-Dew stated Coast RTA is under budget year to date. This allows some funds to carry over into fiscal year 2013. There is a preliminary fiscal year 2013 budget that will be updated next month. There will not be a final budget until after council votes on the amount of money to be funded next year.

**Planning and Operations Committee:** Dr. Twigg said the Planning and Operations Committee met this morning and there are some updates and some good news on the intermodal transportation center, shelters and the City of Conway.

Mr. Rollins said Coast RTA is moving forward with the construction of transit stations at all the Wal-marts in the contiguous area. There may be a special meeting of the Board for the express purpose of approving those contracts. The meeting should last approximately 30 minutes and may be held on May 11th at 10:00, the day of the luau. The news media will be encouraged to attend and marketing will be asked to do a blitz. Mr. Rollins also discussed partnering with the City of Conway who, like many organizations, finds funding challenging. Everyone continues to look forward to building a state-of-the-art facility to relocate Coast RTA's headquarters that will allow more efficient maintenance on Coast RTA's rolling stock.

**Marketing Committee:** Mr. Silverman commended Yvette Jefferson and Ericka Hill on an outstanding marketing job and said they have been asked to orchestrate a blitz for the Wal-Mart project.

Ms. Jefferson said they had given a report earlier regarding the response to the new Myrtle Beach Entertainment Express route. Thus far there have been 992 rides in the four-week period. Overall ridership continues to increase and there is a 30 percent increase in ridership year-to-date. Total ridership is 748,915, exceeding last year's overall ridership. Anticipation is about 900,000 rides this year. It was also shared with the Board in committee that Coast RTA is planning an emergency management meeting with Horry County and some of the surrounding RTAs to prepare for hurricane evacuation. That meeting will take place Thursday, April 26th at the Conway Library at 2:00 p.m. Ms. Jefferson said they are also preparing for the new spring and summer service rollout that will take place on May 6th.

**By-Laws Committee:** Ms. D'Angelo stated they did not meet because it wasn't necessary. There are two amendments to the by-laws pending which will be voted on at the Old Business.

**General Manager:** Mr. Rollins said Coast RTA will celebrate its 30th anniversary in 2013. He wants to make it a special event. Marketing will keep the Board posted as celebration plans are made.

Chairman Wilson asked if it would be possible to give free rides to the whole county on the 30th anniversary in appreciation of the customers. There were several positive comments about giving free rides to customers. Mr. Rollins said that it could be done in both counties.

**OLD BUSINESS:** Ms. D'Angelo stated there are two amendments to the by-laws and it has come to her attention that Ms. Johnson is on the By-Law Committee along with her and Ms. Blain-Olds. However the pending amendments were done prior to Ms. Johnson joining the Board. Ms. D'Angelo invited Ms. Johnson to address any questions or concerns with the by-laws with her and they will meet to discuss any issues.

Ms. D'Angelo stated the first amendment is the establishment of the executive committee:

***BE IT THEREFORE** adopted by this body this amendment to the By-Laws of the Waccamaw Regional Transportation Authority authorizing the establishment of an Executive Committee of the Board of Directors. The Executive Committee of the Board of Directors shall be made up of the Board Chair, Vice-Chair, immediate past Chair, and Finance Chair. The Executive Committee of the Board of Directors is hereby authorized to serve in an advisory capacity relative to critical and or time-sensitive needs of the General Manager/CEO of the Authority, and to make interim decisions for the Board of Directors.*

***ADOPTED** this 28<sup>th</sup> day of March, 2012 by the Board of the Waccamaw Regional Transportation Authority (aka Coast RTA).*

It is Ms. D'Angelo's understanding this will only be done in the event of an emergency.

The second amendment is the Conflict of Interest Policy:

***BE IT THEREFORE** adopted by this body this amendment to the By-Laws of the Waccamaw Regional Transportation Authority authorizing the establishment of a 'Conflict of Interest' Policy. Employees and members of the Board of Directors of the Waccamaw Regional Transportation Authority shall maintain independence and objectivity with passengers, vendors, the community, and governmental entities. Employees and members of the Board of Directors shall maintain a sense of fairness, civility, ethics, and personal integrity even when law, regulation and/or custom do not require them. Board Members and employees shall be forthcoming when decisions have or may have an impact on the individual. Board members shall withdraw from discussions and from voting on matters of the Waccamaw Regional Transportation Authority when a decision would or has the potential to impact the Board member.*

***ADOPTED** this 28<sup>th</sup> day of March, 2012 by the Board of the Waccamaw Regional Transportation Authority (aka Coast RTA).*

Chairman Wilson asked if there were any questions.

Dr. Twigg said at the last Board meeting there was a comment made about the words "to make interim decisions for the Board of Directors" and stated he did not see that had been changed. He asked if there was an issue with putting "emergency decisions" in the amendment.

Discussion ensued between Dr. Twigg, Mr. Silverman and Ms. D'Angelo as to whether or not a request had been made to change the wording of the amendment.

Following an open discussion, Chairman Wilson asked for a vote to accept the amendment. It was properly moved and seconded. There being no further questions, a voice vote was taken. No nays being heard, the motion carried to accept the amendment for the Establishment of an Executive Committee.

Chairman Wilson asked for a motion on the Conflict of Interest Amendment. It was properly moved and seconded. There being no questions, a voice vote was taken. No nays being heard, the motion carried to approve the Conflict of Interest Amendment.

**NEW BUSINESS:** Mr. Rollins suggested that in an effort of being transparent and seamless, that Coast RTA take the "Show on The Road" by going to different points in Horry and Georgetown County to conduct Board meetings openly so the public may observe the work Coast RTA does for the community.

Ms. Nobles reported she had spoken with Mark Hoeweler with Waccamaw Regional Council of Governments and the May 30th Board Meeting is scheduled for their conference room in Georgetown at the same time as the Board normally meets. Transportation will be provided.

Ms. Nobles said she had also spoken with the fire station at 38th Avenue North in Myrtle Beach. The necessary paperwork has been provided for the June meeting.

The July meeting will be at Ocean Lakes.

Ms. Nobles is currently working on the August meeting place.

Mr. Rollins asked the Board since Coast RTA does not have transportation in North Myrtle Beach and Little River if there was a desire to hold a meeting in that area. Ms. D'Angelo suggested The C. B. Berry Center. Chairman Wilson recommended that Coast RTA have a meeting in that area. Ms. Nobles said there was a \$50 per hour fee for The C. B. Berry Center. It was felt that since Coast RTA is a nonprofit organization the fee would be waived.

Mr. Rollins said this was a recommendation, but the decision is up to the Board.

There were questions regarding transportation to these meetings. Ms. Nobles said there had been discussions of having everyone leave from the current location and go as a group in a bus. Ms. D'Angelo said that would give the Board time for discussion along the way.

With respect to the intermodal project, Mr. Rollins said the committee will be taking a bus to Greenville to tour their facility and speak with them regarding how they accomplished the project. He encouraged all Board members who would like to go and participate in those meetings to plan on attending. No date is set.

**EXECUTIVE SESSION:** Chairman Wilson asked if there were any further comments or questions from the Board before going into executive session. There being no response, it was properly moved and seconded that the Board go into Executive Session. No nays being heard, the Board went into Executive Session at 12:47 p.m.

**RETURN TO REGULAR SESSION:** The Board came out of Executive Session at 1:05 p.m. Felicia Beaty, Director of Human Resources & Organizational Development was instructed to make the recommended changes to the CEO's evaluation and send to Ms. D'Angelo.

Nicholas Twigg volunteered and it was agreed that he replace Dr. Covia L. Stanley on the Compensation Committee. This change will be made and an updated committee roster distributed to each Board member.

**ADJOURNMENT:** It was properly moved and seconded that the Board adjourn. There being no questions, a voice vote was taken. No nays being heard, the motion carried. The Board adjourned at 1:10 p.m.