

THE COAST RTA-WACCAMAW RTA BOARD OF DIRECTORS MEETING
WEDNESDAY, JANUARY 25, 2017
9:30 AM

Board Present: Joseph Lazzara
Sid Blackwelder
Marvin Keene
Ivory Wilson
Darrell Eickhoff
Katharine D'Angelo
Bernard Silverman
Deb Gasque

Staff Present: Brian Piascik, General Manager/CEO
Lynette Nobles, Executive Assistant/Board Liaison
Michelle Cantey, Marketing Manager
Doug Herriott, Transportation Manager
Disheena Chandler, Staff

Visitors: Nicholas Twigg, Citizen

In accordance with the Freedom of Information Act (FOIA), the 2017 meeting schedule was provided to the press at the beginning of the 2017 calendar year, stating the date, time and location. In addition, notice of this meeting was provided to the press and stakeholders, stating the date, time, and location on January 23, 2017.

CALL TO ORDER: Chairman Lazzara called the meeting to order at 9:30 AM and welcomed everyone.

INVOCATION/PLEDGE OF ALLEGIANCE: Mr. Lazzara gave the invocation and the Pledge of Allegiance was recited

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

ACKNOWLEDGEMENT OF VISITORS: Mr. Lazzara welcomed Dr. Twigg

PUBLIC COMMENT: (3-minute limit)

EMPLOYEE RECOGNITION: Disheena Chandler, Customer Service Representative working with scheduling Paratransit utilizing RouteMatch, was introduced to the board by Doug Herriott, Transportation Manager. Mr. Silverman commended Doug for the buses being on time.

APPROVAL OF MINUTES: There was a motion and a second to approve the minutes from the October board meeting. It was suggested that a sir name (Abdullah) be added for Mustafa. A voice vote was taken, with no nays being heard, the minutes were approved.

APPROVAL OF CONSENT AGENDA:

- Resolution No. JAN2017-01 Authorization to file grant applications with SCDOT and FTA (5311)
- Resolution No. JAN2017-02 Authorization to request FY18 funding from local governments
- Resolution No. JAN2017-03 Authorization to enter into agreement with the City of Myrtle Beach for transfer of ownership of the Myrtle Beach Transit Center (MBTC)
- Resolution No. JAN2017-04 Authorization to enter into agreement Subcontractor for the Cleaning Services for the MB Transit Center

There was a motion and a second to approve the consent agenda. There was no discussion. Voice vote was taken; no nays being heard, the consent agenda items were approved.

Mr. Piascik shared that the guest for the Executive Session has not arrived and suggested that we continue with the agenda until such time as he arrives.

COMMITTEE REPORTS

SERVICE/PAC COMMITTEE: Mr. Piascik reported that ridership is up between 15% and 16%. Mr. Silverman asked about the opening of the transfer center. Mr. Piascik shared that there will be a soft opening with a ribbon cutting ceremony at a later date. Mr. Silverman asked if we plan to inform the press and the public. Mr. Piascik added that we will and will have Customer Appreciation Day. Mr. Silverman asked if there will be a manager there. Mr. Piascik shared that the center will be staffed and a bus will be staged there. Mr. Wilson stated that he had gone by the transit center and there was someone lying on one of the benches. Mr. Piascik said that the benches we ordered have not arrived yet and they do have dividers so people will not be able to lay on them.

Regarding DBE's, we are required to set an annual goal each year. We have to report semi-annually as to the amount for DBE's and what percentage of our goal that amount represents.

Regarding PAC – SAG will be meeting in February to rejuvenate the Secret Shopper program. We made Title VI update and are having translations done.

Mr. Piascik reported that he's been on the road a lot meeting with funding partners and attended the Legislative Reception in Columbia.

There was a discussion regarding the issue of the color of the yellow on buses.

The Martin Luther King, Jr. Day events went very well. The DBE workshop didn't go as well as Mr. Piascik had hoped. The event is growing.

EXECUTIVE SESSION: There was a motion and a second that the board enter into Executive Session to discuss a personnel issue and legal issue at 9:59 AM. Voice vote was taken; no nays being heard, the motion passed.

At 10:50 AM, there was a motion and a second that the board come out of Executive Session. Voice vote was taken; no nays being heard, the motion passed. During Executive Session, no votes were taken and no decisions were made.

FINANCE COMMITTEE: Dr. Keene reported that the committee met and reviewed the December financials. He added that there was some movement in salaries. The figure for Maintenance has crept up.

There are several factors going into that budget revision. Mr. Piascik had a conversation with FTA regarding strategy related to the FMO concerning ADA (reimbursement of which we took advantage, but didn't have set up in the grant correctly. That grant, which was before the current grant, is at \$0 and FTA wants to close it. However, in the FMO report, we responded that we would like to amend that grant to reflect what actually happened. It's a provision that we're allowed to take, we just did the paperwork incorrectly. The three (3) things that came back to us on the FMO have been the 3-day Rule, the timesheet/time clock issue, and fixed assets. Mr. Piascik reported that he will be editing three (3) of our responses. They did not say anything about the ADA thing. FTA did not kick back any issues with that particular finding. We're working on the grant for the feasibility study, to get it going again. In 5311 money, we're getting \$6,000 less than what we last received.

We'll probably get a budget revision to you next month.

We should be getting the audit report next month. We want to have the auditor come to the Finance Committee meeting to answer questions. The audit seems to be going well.

GENERAL MANAGER'S REPORT: Mr. Piascik stated that he covered all of his items in the Finance report.

OLD BUSINESS: Mr. Eickhoff commented on the colors for the buses.

NEW BUSINESS: None

ANNOUNCEMENTS: Ms. D'Angelo still has tickets for the fashion show.

ADJOURNMENT: It was properly moved and seconded that the Board adjourn. A voice vote was taken. No nays being heard, the meeting was adjourned at 11:30 AM.