

WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
d/b/a THE COAST RTA
REGULAR BOARD OF DIRECTORS MEETING
WEDNESDAY, SEPTEMBER 25, 2019
9:30 AM

Board Present: Dr. Rob Sheehan
Darrell Eickhoff
Joseph Lazzara
Bernard Silverman
Ivory Wilson
Marvin Keene (via Go to Meeting)
Katharine D'Angelo
Lillie Jean Johnson
Heather Edwards (via Go to Meeting)
Randal Wallace

Staff Present: Brian Piascik, General Manager/CEO
Ron Prater, Chief Financial Officer
Michelle Cantey, Public Information Officer
Lynette Nobles, Board Liaison

Visitors: Mr. Joe Konkell, Neighbor to Neighbor

In accordance with the Freedom of Information Act (FOIA), the 2019 meeting schedule was provided to the press at the beginning of the 2019 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 September 23, 2019.

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

INVOCATION/PLEDGE OF ALLEGIANCE: Dr. Sheehan 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. Joe Konkell, Neighbor to Neighbor

PUBLIC COMMENT: (3-minute limit): Mr. Konkell said that he's happy to be joining us today and looks forward to hearing about what Coast RTA is going to be talking about.

Mr. Silverman asked if there wasn't a grant for a Mobility Manager. Yes, Neighbor to Neighbor is working on hiring a Mobility Manager. Mr. Konkell went on to explain that they try to assist people in getting transportation for whatever their needs are. They assist those

who have no one to offer them the assistance they need. They are funded by GSATS and United Way.

EMPLOYEE RECOGNITION: None

APPROVAL OF AGENDA: There was a motion by Mr. Eickhoff and a second by Mr. Lazzara to approve the agenda. A voice vote was taken; no nays being heard, the agenda was approved.

APPROVAL OF MINUTES: There was a motion by Mr. Lazzara and a second by Ms. D'Angelo to approve the minutes from the August board meeting. A voice vote was taken; no nays being heard, the minutes were approved.

COMMITTEE REPORTS

GENERAL MANAGER'S REPORT:

The Service/PAC Committee nor the Finance Committee met in September; therefore, Mr. Piascik will provide information during his General Manager's Report.

We were hoping to launch iPads for the board members today, but there were some issues with Verizon and we will be doing that at next month's meeting. Randal shared that they had tried this with City of Myrtle Beach and it was a disaster. Each board member will have "@coastrta.com" e-mail address, as all e-mails sent to their personal e-mail address is subject to FOIA. The tablets will be locked down so they can be used only for Coast business.

Mr. Piascik met with the Transportation Committee and there were positive remarks regarding our FY20 Budget and they were very pleased with how much we have paid down on the note. We will be on their Consent Agenda for their October 1st meeting. We do have a resolution for approving the FY20 Budget.

Regarding the Financials: We had a bad month in August in maintenance; a number of parts that had been ordered and were in inventory, but they aren't billed until they are put on a bus. We're making efforts to improve this process by having a list of open purchase order items at the end of each month. Travel and Training is related to some maintenance training and Genfare training. We also had a hit in Revenue (Fares); we doubled in July with two (2) deposits that hit on July 30 and July 31, and one of the deposits was accrued; about \$8,000. We need a better handle on how parts acquisition affects our cash. Labor expenses are in good shape. On Page 3, we're collected an additional \$133,000 in revenue. Mr. Silverman asked how much we ended up getting for the two (2) Internationals. Mr. Piascik said we ended up getting \$16,000. On the Balance Sheet, our note is down to \$217,000. Cash Requirements: Page 8, the Pension Rebate of \$71,000 we were supposed to get, we're not getting. That number will remain. We have a new Cash Requirements in the wings for September and we'll be in decent shape. Dr. Sheehan asked when raises are budgeted. Mr. Piascik replied, "October 1." We were over 80,000 riders in August, which is a record in Mr. Piascik's tenure. Average Revenue Fare number is incorrect. August should be closer to \$60,000. Mr. Piascik will make the correction. Our On-Time Performance is up to 88%. We want that at 90%.

Mr. Piascik made the following slide presentation to the board:



COAST RTA STATE OF THE COAST

Board Meeting

September 2019



Very Good.

STATE OF THE COAST

Mike drop.



▶ Service Highlights

- ▶ 80,314 rides in August – Transit/Paratransit Combined
- ▶ Transit 8.7% increase in riders Jun-Aug 2018 v 2019
- ▶ Paratransit 1.29 passengers/hr since Feb 1. and on-time to 88%
- ▶ Entertainment Shuttle 2019 ridership 70,000+
- ▶ Farebox revenue rebounding – attributable to the teamwork between ops and maintenance
- ▶ Paratransit taking on Routes 2 & 3
- ▶ Hurricane Dorian
- ▶ **Grand Total of 2 accidents in June, July and August**

STATE OF THE COAST

▶ Maintenance Highlights

- ▶ Implemented new Maintenance Software
- ▶ Farebox PMs – Helpdesk Ticket Process Working Well
- ▶ Improved write-ups from Ops
- ▶ Replaced 5 engines in 2019
- ▶ Steering boxes
- ▶ Body Damage Challenges
- ▶ Parking

STATE OF THE COAST

- ▶ Bus Stop Designation Program
 - ▶ Routes 10, 15N and 15S – November 1 Start
 - ▶ 15S Re-alignment
- ▶ Two 40-foot New Flyers – January 2020
- ▶ Three Small Transits – October 2019
- ▶ Three long cutaways - TBD
- ▶ Facility Development Program
- ▶ Video Archiving
- ▶ Fuel Management
- ▶ Re-Roll out Stop Annunciation



FLEET UPDATE



- ▶ Wage increase Authority-wide beginning with next payroll - includes a small cost of living and then merit-based increases
- ▶ Still Working on Fare Collection Issues
- ▶ Improve Insurance Claim Procedures
- ▶ Identifying Capital Investments to Improve Operational Efficiency
- ▶ Service Expansion – Start Conversations
 - ▶ Public Meetings – Georgetown County, Socastee & NMB

FY 20 BUDGET



- ▶ Vacation Payouts and PTO Accrual – New Employee Manual
- ▶ Open Enrollment begins October 1 through October 31 – effective January 1
- ▶ Training – Route Cross-Training , Defensive driving, PASS, Assorted Maintenance Programs
- ▶ Safety Committee

HR/PAYROLL

- ▶ Regional Rodeos
 - ▶ October 26th – Fantasy Harbor
 - ▶ January - Columbia
- ▶ Thanksgiving Luncheon – November 21st
- ▶ Local Parades during the weekend of December 6th
- ▶ Holiday Party – Catered in-house – December 18th

UPCOMING EMPLOYEE EVENTS

Mr. Silverman asked what our next step is with AECOM. Mr. Piascik said that we are going to have a conversation internally about our next priority and make a suggestion to the Service/PAC Committee in the October committee meeting. Mr. Silverman recommended that we develop a timeline for next year's Entertainment Shuttle. Dr. Sheehan shared that he thought we had agreed to stop going through this every year.

APPROVAL OF RESOLUTIONS:

Ms. Nobles read the following into the record:

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
RESOLUTION NO. SEPT2019-11**

APPROVAL OF DRAFT FY2020 BUDGET

A motion of the Board of the Waccamaw Regional Transportation Authority to adopt the Draft FY2020 budget for the period October 1, 2019 to September 30, 2020 and authorizing the General Manager/Secretary-Treasurer to manage the fiscal affairs of the Authority in accordance with budget amounts.

There was a motion and a second that the resolution be approved. There was no discussion. A voice vote was taken; no nays being heard, the resolution passed.

EXECUTIVE SESSION: None

OLD BUSINESS: By-Laws changes were tabled until the Compensation Plan is completed.

NEW BUSINESS:

Election of new Vice-Chairman of the Board of Directors – As there was only one (1) nominee, Dr. Keene, the board dispensed with the usual secret-ballot method of voting. Dr. Keene was the unanimous choice for the position of Vice-Chairman of the Board of Directors.

Ms. Nobles distributed a copy of the proposed meeting schedule for FY20. The only changes were the Board of Directors meeting on Wednesday, December 11, 2019 will begin at 11:30 AM, with lunch being provided. Also, the Finance Committee meetings will begin at 9:15 AM and the Service/PAC Committee meetings will follow at 10:30 AM each month. Those changes will be made and a new calendar will be sent to board members and administrative staff. It will also be sent to the press and stakeholders, as well as being posted on our website.

Mr. Eickhoff shared that we will firm up the members for each of the committees at the October board meeting.

ANNOUNCEMENTS: Pastries from the Trestle are in honor of Dr. Sheehan's last meeting as Chairman of the Board. In honor of Dr. Sheehan, a donation has been made in his name to the CCU Foundation.

Ms. Nobles requested that all board members remain for a few minutes after Dr. Sheehan adjourns the meeting; as he will be passing the gavel to Mr. Eickhoff, our incoming Chairman of the Board.

ADJOURNMENT: There was a motion and a second that the meeting be adjourned. A voice vote was taken. No nays being heard, the meeting was adjourned at 11:02 A.M.