



**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
d/b/a THE COAST RTA
REGULAR BOARD OF DIRECTORS MEETING
WEDNESDAY, June 2, 2021
12:00 PM**

Board Present: Darrell Eickhoff
Dr. Marvin Keene
Joseph Lazzara
Bernard Silverman
Dr. Rob Sheehan
Greg James
Katherine D'Angelo
Lille Jean Johnson
Randall Wallace
Heather Edwards

Staff Present: Brian Piascik, General Manager/CEO
Ron Prater, Chief Financial Officer
Lauren Morris, PIO
Pamela Bellamy, HR Manager

Visitors: Dennis Bright, WBTW

In accordance with the Freedom of Information Act (FOIA), the 2021 meeting schedule was provided to the press at the beginning of the 2021 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 June 2, 2021.

CALL TO ORDER: Chairman Eickhoff called the meeting to order at 12:19 PM and welcomed everyone.

INVOCATION/PLEDGE OF ALLEGIANCE: Mrs. D'Angelo gave the invocation with a prayer, then led the Pledge of Allegiance.

ROLL CALL/ANNOUNCEMENT OF QUORUM: Roll call was taken. A quorum was present. The Board Chairman and Past Board Chairman asked that those absent from board meetings be recognized as "Excused", only if that board member informs the Board Liaison, in advance, that

they are unable to attend. Board members who do not attend the meeting and do not inform the Board Liaison that they will be absent will be recognized as “Absent”.

APPROVAL OF AGENDA – There was a motion by Mr. Lazzara and a second by Mr. Silverman that the agenda be approved. A voice vote was taken; no nays being heard the agenda was approved unanimously.

APPROVAL OF MINUTES – There was a motion by Mrs. D’Angelo and a second by Mr. Lazzara to approve the April minutes. A voice vote was taken; no nays being heard, the motion passed unanimously.

ACKNOWLEDGEMENT OF VISITORS: Dennis Bright, WBTW

PUBLIC COMMENT: None

CHAIRMAN’S CORNER:

- Project List was updated by the GM and Mr. Piascik discussed some of the changes. An update of the Bus Stop Designation Program included 337 signs installed to date, and 21 due to be installed on Route 14 this summer. Routes 1-4 are still to be completed but they will be delayed until service changes on those routes have been developed. Driver shortages may push those changes to January 2022. The customer service plan, public involvement plan and new service marketing all moved under the Culture of Service project. Ms. D’Angelo mentioned that she saw some of the marketing efforts in North Myrtle Beach and said that it was appreciated.
- Board meeting schedule was discussed. June Service/PAC and Finance Committees were set for June 23rd at 10:30 AM and 12 Noon, respectively. The June Board meeting will be rescheduled for July 7th but there will be no regular full Board meeting in July. Finance Committee meetings will still be held in July and August.

FINANCIAL REPORT: Mr. Piascik presented the April Financials. He pointed out items on Income Statement including fares, labor, fuel expense and liability insurance. Fare recovery is not expected in May but hopefully, Coast RTA will see some recovery afterward. The Board had a short discussion on what we will be looking for in terms of fare collection equipment along with other functions like passenger counting and on-time performance. Labor is leveling out but still concerned about overtime. Gas prices should be decreasing but our fuel usage is going up with the new service increases. Liability insurance was not zeroed-out by the budget revision, but Coast RTA will see some credits as we go through policy renewals.

Mr. Piascik spoke about the operating revenue shortfalls being caused by spending this year’s allocation of local funding ahead of the scheduled payments from Horry and Georgetown Counties.

He discussed Balance sheet items related to FTA long-term liabilities which will come off by the end of the year (\$200K+). Current and quick ratios are still in good shape. Mr. Silverman asked about the length of time it has taken to resolve the issues with the Internationals. Mr. Piascik stated that FTA was including an Enhanced Review Module (ERM) on financial capacity as a result of the amount of time it has taken Coast RTA to resolve the issue. Mr. Piascik was disappointed that FTA chose to do the ERM for that reason and stated that a better reason would have been that we are trying to build an \$18M maintenance facility.

There was a short discussion related to cash requirements. A new deposit to the O&M reserve is planned but Coast RTA is waiting on delayed payments from SCDOT on the 5311 CARES Act funding. Mr. Piascik stated that there was considerable amount of grant work to do, including: budget amendment for 5307 CARES Act (\$766K), 5311 Rural Grant (regular funding) to start in August. Mr. Silverman asked about the Triennial Review, which is scheduled for July 28-29th.

Mr. Piascik highlighted the KPIs and said that ridership was slowly recovering, but at the moment our operating statistics do not compare with pre-COVID numbers.

SERVICE UPDATE: The Service Update was pushed to the General Manager's Report.

GENERAL MANAGER'S REPORT: Mr. Piascik reported:

- The Solar Panel (Culture of Service) continues to meet and completed its **SWOT** analysis, the results of which will be presented to the Service/PAC meeting. Mr. Piascik said the Authority will be relying on the Solar Panel to address a multitude of issues internally (Strengths/Weaknesses) and externally (Opportunities/Threats). The process will lead us through to a referendum, with a focus internal and external customer focus. There is a long list of products to come out of the process. Dr. Sheehan asked about how we incorporate our logo and phone number into advertisements on the bus – which will also be incorporated into the Culture of Service process.
- Mr. Piascik update the Board on new service implemented in May. He did not have ridership information, but stated the Operations has worked out the kinks with the new service.
- He stated that we are still working through on-boarding more drivers (10 going into training later in June) and working through the period before school bus drivers become available. Mr. Piascik expects larger overtime expenses but they should be in the budget.
- The website is due for some more updates and we are working through our consultant to continue improving the site.
- Mr. Piascik addressed a request from the Board on IT Security. We are using Dell and Microsoft for security and back-ups on both US coasts. Ridesystems has been updated.
- The Consultant has identified stop locations on Route 14. US 521 between Andrews and Georgetown was challenging to find stops locations. Ms. Johnson asked whether flag

stops were in use. Mrs. Morris mentioned that we have been in contact with HGTC to work through some additional marketing for Route 14. Stop annunciation is not up to date but will be as soon as possible.

- There was not much to report on vanpool. We do have a draft RFP that will be released in coordination with PDRTA soon.
- Paratransit training related to ADA regulations is scheduled for August. Jointly procured with PDRTA, the program will expand on training offered as part of the TASC Conference in March. There was a short discussion on Neighbor-to-Neighbor and how Coast RTA could support them.
- Mr. Piascik gave the Board an update on the Coast RTA fleet. Two New Flyers have been added to the fleet. Three new Ford Transits (expansion) and a new cut-a-way are expected sometime this summer. Mr. Silverman asked about the fleet's spare ratio. Mr. Piascik said that we are good shape on spare ratio. There are only 5 vehicles in the fleet that have met their useful life.
- Mr. Piascik discussed the Facility Development Program.
 - Consultant is working on a technical memo on split operations which should be delivered sometime in July.
 - A RAISE Grant (Biden Infrastructure) is in development and due on July 12th. We will be working on a 5339 Bus and Bus Facilities grant right on the heels of the RAISE Grant. The grants include a complex benefit cost analysis.
 - Renderings for Conway and the new O&M Facility are in development.
 - No movement on the property purchase.
 - The \$1.25M from Horry County for the O&M Facility was removed before 2nd reading. GM will be meeting with County Staff to discuss options. Not having the funding in place weakens our Raise Grant. Coast RTA is on the I&R Committee on Tuesday, June 8 to discuss options for facility funding and some tweaks in our funding agreement. Acquisition of the property will require additional cash on hand including O&M reserve funds. If the property becomes cost prohibitive our unavailable, Coast RTA will need to restart the environmental clearance process.
 - Mr. Piascik was elected as President of TASC. The Association has new energy, prospects for re-engaging the Comet, and pushing a new legislative agenda. That agenda includes the establishment of transit operations as an eligible expense under local option sales taxes in SC, increasing State Mass Transit Funds, strengthening penalties for transit operator assaults, and reforming Medicaid transportation. TASC will be getting more involved in how the State distributes residual formula funding (5311, 5339 and CARES Act) and will be conducting a compensation study. As President of TASC, Mr. Piascik will be involved in the SCDOT Complete Streets Initiative. The TASC Conference next March will include Board Member training to be held in Hilton Head. TASC is also planning a joint conference with NCPTA in 2023 in Myrtle Beach with an EXPO.

- The GM met with SCDOT OPT staff. The discussion centered on residual funds at SCDOT. Coast RTA will be applying for funds to help with capital projects, including: Facilities; Bus replacement (NABIs); fare collection/radio systems; and, MB/Georgetown transit centers. State was glad to hear that Coast RTA will be conducting a regional transit planning effort.
- Mr. Piascik discussed general terms on a new 6-year financial plan. Goals to be incorporated into the new Plan, include: removed indirect cost rate (which primarily relates to how revenue is generated not expense); enhanced capital plan including the new O&M facility; and, maintaining the O&M reserve and incorporates the FY 22 budget.

The Board had a short discussion about the benefits of Mr. Piascik's new role as President of TASC.

RESOLUTIONS: There were no resolutions as part of the agenda in June.

OLD BUSINESS: Dr. Sheehan discussed the GM/CEO's evaluation forms and which Board Members needed to submit their evaluation forms.

Mr. Lazzara asked if the proposed FY 22 budget included for property acquisition and split operations. Mr. Piascik responded that the property will hopefully occur in FY 21 but the FY 22 budget should definitely include split operations.

ANNOUNCEMENTS: Mr. Eickhoff announced the Heather Edwards and Marvin Keene have taken new jobs and that Rob Sheehan has recently retired from CCU.

ADJOURNMENT:

There was a motion by Dr. Sheehan and a second by Mr. Silverman to adjourn the meeting. A voice vote was taken; no nays being heard the meeting was adjourned at 2:05 PM.