

**WINSTON-SALEM TRANSIT AUTHORITY
BOARD OF DIRECTORS**

**Clark Campbell Transportation Conference Room
100 W. Fifth Street, Winston-Salem, NC**

MINUTES

THURSDAY, January 29, 2015

PRESENT:

Board Members

Robert Garcia, Chairman
Keith King, Vice Chairman
Dr. Jack Fleer
Dr. Trae Cotton

WSTA Staff

Art Barnes, General Manager
John Ashford, Assistant General
Manger
Verylen Crawford
Tina Carson-Wilkins
Tikiha Alston
Tomeka Cockerham
Teika Holloway

OTHERS:

Toneq McCullough, Transportation
Director
Bobby Fitzjohn, City Financial Analyst
Dewey Williard, City Transport. Finance
Manager

Kaori Fujisawa, City Transit Planner
Stephen Hawryluk, Budget and
Evaluation Analyst
Claire Stone, Transportation Advocacy

ABSENT:

Ruth Carter
Nora Streed
Pridgen Amos

Meeting Opened: 4:00 pm

Chairman Robert Garcia Welcomed everyone to the January 29, 2015 WSTA board meeting.

Approval of the Minutes:

The first order of business was the approval of the minutes. Mr. Garcia asked that the minutes from the October 30, 2014 meeting be reviewed.



**A motion was made by Dr. Jack Fleer and seconded by Mr. Keith King.
The Board approved the minutes by common consent.**

Resolution Approving the Title VI Plan

Title VI of the Civil Rights Act of 1964 is a Federal law that protects persons from being discriminated against on basis of race, color or national origin by programs and activities receiving Federal funds. WSTA's Title VI plan is designed to ensure that quality public transportation service is provided in a nondiscriminatory manner, to fully and fairly promote participation in public transportation decision-making, and to ensure meaningful access to transit-related programs and activities for persons with limited English proficiency.

On a motion by Dr. Trae Cotton and seconded by Mr. Keith King; the WSTA Title VI Program resolution was passed.

Resolution Approving an Amendment to the Retirement Savings Plan and Plan Restatement

The Winston-Salem Service Division of Transdev North America, Inc. sponsors the Retirement Savings Plan of Winston-Salem Transit Authority for the benefit of its employees. It has been deemed advisable to add a Roth 401(k) feature to the plan; as well as, revise the definition of "spouse" to reflect the outcome of the decision in United States vs. Windsor, 133 S. Ct. 2675 (2013) and the guidance in Rev. Rul. 2013-17 and IRS Notice 2014-19.

The Plan was last restated effective as of January 1, 2012 and has since been amended. It is required by the IRS that the Plan be restated ever so often to incorporate all amendments made since the Plan was last restated.

A motion to approve the amendment to the Retirement Savings Plan and Plan Restatement was given by Dr. Jack Fler and was seconded by Mr. Keith King; the resolution was passed.

Resolution Approving the Provision of a Health Insurance Plan for FY 2015

The contractual agreement between Transdev and the Transport Workers Union (Local 248) requires the purchase of health insurance for its members throughout the term of the contract. After receiving several quotes from interested providers, Transdev secured a \$1,507,796.96 health insurance plan with BlueCross BlueShield effective January 1, 2015 through December 31, 2015.

A motion was made by Dr. Jack Fler and seconded by Keith King to approve the Purchase of Health Insurance for the members of Local 248.

Public Comment:

- Ms. Claire Stone distributed handouts to the meeting attendees. One of the handouts contained a list of issues that the Community Advocates for Transportation Services (CATS) feel are major. CATS is a group of riders with a variety of disabilities who utilize the Winston Salem Transit. Ms. Stone is advocating for a change to be made to WSTA's Trans-Aid reservation process.
- Ms. Tikiha Alston expressed the changes that were made to the reservation software in early November. The changes that were made are believed to have alleviated the issues CATS have with Trans Aid's reservation process.
- Ms. Stone reported that the changes made to the software did not correct the reservation issues. She also stated that CATS would take further steps to ensure that the issues are corrected by WSTA.
- Ms. Stone was asked to give the names of Trans Aid patrons, along with dates and details of the complaints filed after the changes were made. Mr. Barnes explained, as well as other meeting attendees, the importance of being provided this information. Without it research to solve the issues is hindered and this makes it almost impossible to remedy the situation.

Dr. Flear commented on Ms. Stone's statement regarding discrepancies with Trans Aid's scheduled and reservation times. Ms. Stone stated that the discrepancies happened all the time; and yet, as pointed out by Dr. Flear, only 3 specific complaints were mentioned. Dr. Flear then asked Ms. Stone if the complaints she mentioned were from particular passengers or from her organization? Ms. Stone replied that the complaints were from particular passengers; however, she did not provide the names, dates, and details of the complaints as requested by WSTA staff and Board members.

Information Items:

Comprehensive Operations Analysis (COA)-Mr. Barnes gave the Board an update on the COA. He informed that the Public Hearing is approaching. WSTA Administration has been meeting with members of the City Council to discuss the particulars of the COA as they relate to their specific Wards. There have been 5 meetings so far. The COA will be presented to the Board again in the near future.

Labor Negotiations-Mr. Barnes reported that the contract with Transport Workers Union was settled in November. It is a 2 1/2 year contract.

Operating Report-There is a 2% increase in passengers that utilize Trans Aid. There was some discussion about the accident and complaint rates. Mr. Barnes mentioned that there is a new complaint module in place; therefore, we should be getting more accurate data. Ms. Tikiha Alston explained the complaint process in detail. There were no significant changes in Maintenance's numbers.

Finance Report-Mr. Barnes informed that the bottom line on the Consolidated Statement of Revenues and Expenses is satisfactory. There were some adjustments made to the Greyhound, Advertising, JARC, and State revenues which are reflected in the Statement included in the meeting packet.

Marketing Report-Mrs. Tina Carson-Wilkins gave a detailed Marketing Report. A handout was included in the meeting packet that outlined the topics discussed by Mrs. Carson-Wilkins. There were no news releases or stories during the months of November-December 2014 and January 2015. Mr. Garcia requested to participate in WSTA's Employee Appreciation Day which is scheduled to be held June 12, 2015.

General Questions:

- Dr. Fler was asked to get an update on the homeless citizens' issues regarding the closing of the Fifth St branch of the Public Library. Mr. Barnes shared information he received from several conversations he had with the Mayor's Council. The Mayor's Council did not find any issues with transportation that warranted adjustments being made.
- Dr. Fler also inquired about transportation accessibility to the Samaritan Ministries new location. Several attendees stated that technically there is no change in location. The new building is located beside the old one.
- Mr. Garcia asked if there was an update on the plans for the bridges and the closing of Business 40. Mr. Barnes has not received any new information in regards to the plans; however, Mr. assured the Board that all logistics and particulars would be worked out and a contingency plan would be in place when the time came.

The meeting adjourned at 5:04 p.m.

Transcribed by: Teika Holloway

February 05, 2015