

# WINSTON-SALEM TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING

Cark Campbell Transportation Center Training Room  
100 W. Fifth Street, Winston-Salem, NC 27101

## MINUTES

THURSDAY; August 23, 2018

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### PRESENT:

#### **Board Members**

Robert Garcia, Chairman  
Keith King, Vice Chairman  
Regina Streed  
Jack Fleer  
Willie Clark Jr.  
Jeanette Lawson-Jackson

#### **WSTA Staff**

Art Barnes, General Manager  
John M. Ashford, Asst. General Manger  
Verylen Crawford, Operations Director  
Tina Carson-Wilkins, PR & Marketing  
Tikiha Alston, ADA Coordinator &  
Customer Service Manger  
Teika Holloway, Administration Assistant

#### **Others**

Toneq' McClough, DOT Transportation  
Director  
Morgan Simmons, DOT City Planner  
Brenda King, DOT Finance Manager  
Dewey Williard, DOT Accounting Services Manager  
Steve Hawryluk, Deputy Budget & Evaluation Director  
Claire Stone, CATs  
Bobby Wilson, Public Speaker  
Phillip Summers, Public Speaker

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#### **Meeting Opened: 4:00 pm**

Chairman Robert Garcia welcomed everyone to the August 23, 2018 Board Meeting.

He introduced the 2 new members to the Board—Mr. Willie L. Clark Jr. and Ms. Jeanette Lawson-Jackson. After introducing the new members, Chairman Garcia gave the elder members a chance to introduce themselves.

## **Public Comment**

Mr. Phillip Summers-presented the Board with a proposal for a fare-free corridor. He stated the trust of the initiative is to increase transit ridership in two existing routes—87 and 107. A handout was distributed to the members of the Board by Mr. Summers.

## **Resolution Approving the Minutes for the June 28, 2018 Board Meeting**

A moment was given to look over the minutes from the June 28, 2018 Board Meeting.

**Dr. Jack Fleer made a move to approve the minutes followed by a motion made by Ms. Regina Streed. The minutes were passed unanimously.**

## **Resolution Authorizing the Purchase of Fareboxes (8)**

This resolution is to authorize the purchase of 8 fare boxes that will be used in the I40 rehabilitation project. The reason this is separate from the rest of the project is because the fare boxes will be installed in-house.

**Dr. Fleer made a motion to move to Authorize the Purchase of Fareboxes. his move was seconded by Ms. Streed. The Resolution Authorizing the Purchase of Fareboxes was passed unanimously.**

## **Resolution Authorizing Retirement Benefits**

Mr. Barnes stated this resolution involves his retirement. Supporting documentation is included in the meeting packet. WSTA Employees received a supplemental health insurance benefit after age 65 and 15 years of service. Mr. Barnes does qualify for this benefit although no other previous General Manager ever have.

Mr. Barnes thought it to be appropriate to bring this before the Board for their approval or disapproval, whatever the case may be.

**Dr. Fleer moved to Authorize Retirement Benefits. his move was followed by a motion made by Vice-Chairman King. The Resolution Authorizing Retirement Benefits was passed unanimously.**

## **Information Items**

***Upcoming WSTA Board Elections***-The meeting packet included to past resolutions from 2012. One sets the limits on the terms of the Chair and Vice-Chair. The other establishes procedures of governing elections.

Chairman Garcia has been Chair for 6 years—2 three-year terms that started in October 2012. It is now 2018 and the vote for a new Chair is to take place in September with the term starting in October.

Vice-Chairman Keith King made a motion to change the terms allowing a 3<sup>rd</sup> term instead of 2 terms—3 three-year terms. This means Chairman Garcia would remain Chairman for a 3<sup>rd</sup> term. Chairman Garcia said he would welcome a third term; however, the final decision is up to the Board. Ms. Lawson-Jackson stated Chairman Garcia's serving a third term would certainly be an advantage to the Board being they will soon be going through a transition of General Managers.

Dr. Fler stated he supports this idea; Chairman Garcia has done an excellent job. Ms. Streed stated with the transition coming; she too supports the idea. With that being said and done, Dr. Fler seconded the motion made by Vice-Chairman King.

It was also decided that Vice-Chairman Keith King will serve a 3<sup>rd</sup> two-year term along with Chairman Garcia.

These changes were formally presented to the Board for vote.

**The proposal and motion to Extend the terms of Chair and Vice-Chair to three terms was made by Vice-Chairman Keith King. The motion was seconded by Dr. Fler. The proposal was put to vote and passed unanimously.**

***Diversity Training for WSTA Board Members***-Mr. Barnes asked the Board if they were all familiar with the Mandatory Gender Diversity/Preventing Sexual Harassment Training ("Gender Diversity Training"). Some members stated that they have already signed up, while others said they are aware; but, have not signed up.

Dr. Fler stated he has not signed up because he will not be in town any of those dates. Mr. Barnes stated that he needs to know who can not make any dates so that he can pass this information on. There is also a number to call if you can not make any of the dates.

***City Council Approval of the Purchase of Five Replacement Vehicles for Trans-Aid***-Mrs. Barnes stated this information item is for the Board's information. As all Board Members know, the Board is authorized to approve purchases up to \$300,000 for the General Manager. The purchase of the requested Trans-Aid buses totals \$622,695 and was approved by the City Council last Monday.

***City Council Approval of Funds for Bus Rehabilitation***-In addition to approving the purchase of the 5 above mentioned Trans-Aid buses, City Council also approved the contract with Complete Coach Works, Inc. to rehab buses for \$1, 909, 383.82. This amount differs from the bid amount because some of the

work will be done in-house. After rehab the buses are estimated to be in service for 12 years. There is a lot of extensive work being done.

**Financial Report**-Mr. Barnes made adjustments to the financials as usual; however, he showed his adjustments for the sake of the new Board members. He went over these adjustments in detail. After all the adjustments were made, WSTA is \$333,521 to the good.

There were 2 handouts included in the packet. One for Period 12 Fiscal Year 2017-2018 and the other for Period 1 Fiscal Year 2018-2019. Please refer to these handouts for more detailed information.

### **Operations Reports**

**Fixed Route's**-Mr. Barnes mentioned that the Fixed Route year-end numbers were not included in the meeting packet. However, he did go on to mention them while going over the July Board Report.

**Trans Aid's**-Mr. Barnes mentioned the Trans-Aid year-end as well. The numbers reflect a deduction in trips. He explained that this a good thing because this shows the effects of the fare being increased. Prior to the increase WSTA was having difficult time meeting the demand for Trans-Aid and dealing with a lot of fraud.

Mr. Barnes shared that the cost of each Trans-Aid trip is \$20 compared to \$4 a trip for Fixed Route.

Dr. Flear asked for confirmation and/or clarification regarding information he received at an event. The information was made available for anyone in attendance. The information was mentioned in a piece by John Railey entitled 'Waiting for Reliable Transportation a Costly Proposition'. Part of what he says is between the 2011-2012 and 2017-2018 fiscal years, there was a cumulative drop of 27.7% in ridership. Mr. Barnes stated he would not be able to come up the true percentage off the top of his head and he doesn't know how the agency derived this number. Mr. Barnes informed he will go back and look at the data needed to calculate this percentage and report back to the Board.

Mr. Barnes went on to say he knew about this event and did not receive an invitation until Monday evening. With that being said, he knew that Dr. Flear, Ms. Streed, and Ms. Tina Carson-Wilkins were in attendance.

Dr. Flear stated that he does have the source that put out the information according to Mr. John Railey—The Quality Transportation Report put out by the City of Winston-Salem. Mr. Barnes neither anyone in attendance from the City of Winston-Salem had ever heard of this report. Dr. Flear said that he would call Mr. John Railey and inquire about the report.

**Maintenance's**-\*\*\*Was omitted for the sake of time\*\*\*

### ***Marketing Report-***

The Try Transit Program was utilized a lot the months of July and August. They found out that WSTA does not do charters and discovered creative ways to get their participants to activities using transit.

Mrs. Tina Carson-Wilkins expressed gratitude to Mr. Garcia for the donation of water for the Annual Accessible Festival as well as others that donated to this cause.

The Winston-Salem Chronicle reported approximately 750 persons attended the festival. Normally Ms. Carson-Wilkins show a video highlighting the festival; however, this year she did not. She is working on a production that will tell how the festival began in 2015. Ms. Carson-Wilkins shared that Ms. Lawson-Jackson was the only person in the room—other than herself—that was involved in the festival when it began in 2015.

The Marketing Report for July and August 2018 was included in the meeting packet. Please refer to this section of the packet for more detailed information

**The meeting adjourned at 5:02 p.m.**

Transcribed by: Teika Holloway  
September 12, 2018