

RCTB RICHLAND COUNTY TRANSIT BOARD

19 N. Main St. Mansfield, Ohio 44902 419-774-5684 fax 419-774-5685

MINUTES OF the May 12, 2021 RCTB Board meeting.

PRESENT: (all via Zoom)

- Board: Val Ashcraft, Aurelio Diaz, Clint Knight, Carl Neutzling, Ed Pickens, Maura Siegenthaler & Leona Smith;
- RCRPC staff: Dave Gentile, Terri Kiser, Jotika Shetty, Jean Taddie
- First Transit: Tara Burchett, Chris Terry & Cristin Tolen
- County Commissioner: Cliff Mears

A. Call to Order

Chairman Clint Knight called the meeting to order at 8:01 a.m.

B. Recommended Actions

1. Routine Matters – CONSENT AGENDA

The Bills to Pay, Minutes from the April 14, 2021 meeting, April TMR and RCTB financial reports, GM and ridership reports, status of grant programs, and an advertising update were provided in advance for review.

Jean Taddie reviewed the grant status report, which included an update of grants submitted in April for capital, transit planning and other needs. Maura Siegenthaler requested the buses that are being replaced be noted on the monthly bus service life report. Going forward, Chris will include that info with her monthly report.

Jean reviewed the remaining bus ads. The status of the bus add RFP, which Kathy Wilkinson had been working on revising to conform with the county’s template, is that Jean will be taking back over to finish that up.

Chris Terry was asked about the DoubleMap update that was included on her GM report. The representative from DM (now TransLoc) was on site on this day as of 6am to test and repair or replace the system hardware. Road Supervisor Frank Robinson will also set up weekly Wednesday morning meetings with DM/TransLoc to address the software issues, with the first one being May 19 @ 9am. Board members can attend any of these meetings by emailing Chris for the Zoom link. Also Chris and her team have been connected with two other First Transit agencies that use the same service to learn from their experiences.

Aurelio Diaz made a motion to approve the consent agenda. Leona Smith seconded the motion. With no further discussion, the motion carried.

D. OLD BUSINESS

Board committees were discussed in reference to the RCTB bylaws, which were provided in advance. It was proposed that the six current standing committees – Executive, Advertising, Operational Technology, Contract, Public Relations, and Agency Relations - be reduced to four, and that Finance be included among the four. The four proposed standing committees were: Executive, Finance & Advertising, Agency & Public Relations, and Operations & Safety. Clint Knight will reach out to the board members to see who is best suited to serve on which committees, and to draft a brief description of each committee's scope. Our current bylaws state that amendment requests must be on the agenda for discussion at any regular meeting. A vote can be scheduled on the following regular meeting agenda.

The DoubleMap agenda item was discussed with the GM report, as summarized above.

The Transit Center reopening plan was provided in advance for review, along with the federally required posting that is on our buses and facilities, and the TSA security directive. It was noted that mask and social distancing orders will apply to our passengers, staff and visitors through September 13, even if Ohio lifts its health orders.

Val Ashcraft made a motion to approve the Transit Center reopening plan. Ed Pickens seconded the motion. With no further discussion, the motion carried.

The Google Transit contract was provided in advance, along with guidance from the prosecutor's office. At the April 14 RCTB meeting, the Google Transit contract was approved, contingent upon a clean review from the prosecutor's office, which it did not receive. Attorney Middis identified three problem areas: the indemnification clause is void and unenforceable, the confidentiality clause conflicts with open meetings laws, and the governing law should be Ohio instead of California. RPC's Dave Gentile followed up with Google to see whether the contract could be amended, but they declined. Dave shared information about Dayton RTA's experience.

Ed Pickens made a motion to table the Google Transit contract. Val Ashcraft seconded the motion. With no further discussion, the motion carried.

The board discussed the request by a former transit passenger to have her riding privileges reinstated. A request was sent to the prosecutor's office on April 14, asking two questions that were asked at the April 14 meeting: 1) whether RCTB or TMR has the authority to deny service, and on what grounds, and 2) does an employer, such as TMR, have the duty to protect their employees from harassment. However, the legal review was not yet completed in time for the May 12 meeting. Further discussion on the matter will be held at the next meeting.

E. NEW BUSINESS

Chris Terry overviewed a draft of a proposed RCT Customer Code of Conduct, which was provided in advance for review and includes minor and major violations with the related penalties. Chris is working on an appeals process. The document was sent for legal review on April 27, which was not received by the time of the May 12 board meeting. RCTB is required to ensure that civil rights, ADA and other federally required protections are addressed, even if the policy is for our contractor. After legal review is received and incorporated into the code of conduct and appeal, these policies will be presented to the board for approval.

BWC's Notice of Estimated Annual Premium was provided in advance for review. Chris Terry requested approval to pay the entire premium for the 2021-22 FY before July 1st, so TMR can save \$1,092 with the 2% discount. The portion of the payment for Jan – June 2022 is not included in the 2021 budget. In future years, this would be added to the budget. Funding is available, both FTA and local match, to cover the increase.

Val Ashcraft made a motion to approve the BWC lump sum payment. Ed Pickens seconded the motion. With no further discussion, the motion carried.

A rate summary of prior years' liability insurance was provided in advance for review. Jean Taddie explained that it is up to the board whether RCTB wants to continue with PEP, or go through the procurement process to obtain competitive bidding. PEP's quote will not be available until the June board meeting, and the procurement process takes three months or more, so if procurement is preferred, that would need to get started asap. The board will review this issue in June.

F. EXECUTIVE SESSION (IF NECESSARY)

There was no executive session.

G. OTHERS FROM THE FLOOR

There was no other business from the floor.

H. ADJOURN

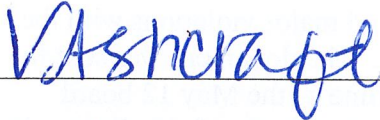
There being no further business, Val Ashcraft made a motion to adjourn. Aurelio Diaz seconded the motion. With no further discussion, the motion carried.

The meeting adjourned at 9:33 a.m.

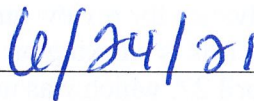
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NEXT MEETING

The next regular monthly meeting is scheduled for Wednesday, June 16, at 8:00 a.m.

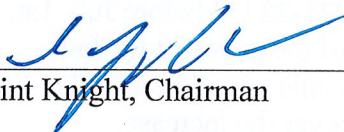


Valeria Ashcraft, Secretary




Date

The undersigned duly qualified and acting chairman of the Richland County Transit Board certifies that the foregoing is a true and correct copy of the minutes, approved at a legally convened meeting of the Board, of the meeting held on May 12, 2021.



Clint Knight, Chairman



Date