

COLUMBUS COUNTY TRANSPORTATION ADVISORY BOARD  
TO THE COLUMBUS COUNTY BOARD OF COMMISSIONERS  
290 LEGION DRIVE  
WHITEVILLE, NORTH CAROLINA 28472  
910-642-7201

Minutes of August 13, 2018  
12:00 Noon  
Dale's Seafood Restaurant

Present: Eddie Beck, Gary Lanier, Michael Lee, Algernon McKenzie, Jai Robinson, Kim Smith (Chair), Wilbur Smith, Kay Worley, Samantha Alsup, Bertha Owens ( for Trelonnie Owens), Charles Garrett  
Absent: Beverlee Nance, Paul Pope (Secretary), Allen Serkin, Briana Williamson  
Staff: Director Joy Jacobs, First Transit Site Director Tony Rowell, PTD Rep MDS Jennifer Baptiste

Chairlady Kim Smith presided. Mr. Rowell gave the invocation.

Actions:

Motion by Mr. Lanier to approve the minutes of the May 21, 2018 meeting. Ms. Worley seconded and the motion passed unanimously.

Reports:

Operator's Report (handout)

- Rowell distributed the system performance statistics.
- Quality Assurance Report: Mr. Rowell reported that there have been no accidents this quarter. Our record of 500,000 accident-free miles remains intact and continues to grow. There have been no major complaints and the Columbus County Transportation continues to operate efficiently.

Director's Report (handout)

- The department finished the past fiscal year within budget.
- Ninety-six% of ROAP funds (Rural Operating Assistance Program) were used.
- All reports have been turned in for last fiscal year except the OPSTATS report. Once signatures have been received, that report will be submitted as well.
- Director Jacobs is in the process of applying for grants for the 2019-20 fiscal year. Those applications are due November 2, 2018.
- Two new buses have been added to the transportation fleet, replacing older buses.
- Advertising space is available to put on the buses. Revenues from advertising help pay for unexpected expenses and count towards our local match for grants.
- Director Jacobs has received a check for one of the buses that was totaled and will be ordering a new one to replace it soon. They may purchase a conversion van which will help navigate narrow driveways.
- Total miles traveled this past fiscal year were 566,878 miles.
- The cost per mile was \$1.29 and the cost per trip \$21.48. This figure is up slightly from last year, mostly due to increase in gas prices.

- Director Jacobs asked the board to sign a conflict of interest form for the grant application and an acknowledgement for the Title VI Plan that was just re-done.
- The Health & Wellness Fair will be on 9/29/18 at the Whiteville Recreation Center. The Transportation Department will be participating from 9:00 am to 1:00 pm.

Approval Items:

Director Jacobs asked for the board to approve the following items:

- Title VI Plan-Motion made by Gary Lanier, seconded by Wilbur Smith. The motion passed unanimously.
- Update By-Laws-Motion made by Al McKenzie, seconded by Charles Garrett. The motion passed unanimously.
- No-Show and Cancellation Policy-Motion made by Gary Lanier, seconded by Al McKenzie. The motion passed unanimously.

New Business:

- Mr. McKenzie gave a brief update on NC Medicaid and its impact on non-emergency transportation. Transportation will contract with local providers not DSS. Training will be provided. The Director also announced that the kickoff for the Foster to Adopt Program will be at the Columbus County Fairgrounds on August 25<sup>th</sup> from 10:00 am to 2:00 pm.
- Mr. Smith announced the upcoming annual meeting for Columbus County Partnership for Children will be on August 15<sup>th</sup>.

The meeting adjourned at 2:00 PM.

Respectfully submitted,

Samantha Alsup, substituting for Paul Pope (Secretary)

*Members who were absent may request their printed reports from the director.*