

MCTS Transportation Advisory Board

Meeting Minutes

Date: Wednesday, May 17, 2023

Time: 3:00 PM

Location: Rick Rhyne Lower Level EOC Office

Voting Members Present: Bryan Phillips, Deb Holmes, Kelly Greene, Anthony McCauley, Keith Clark, Kimmie Dowdy, Rebecca Kimrell

Voting Members via Conference Call: Bob Huber, Sean McCormick

Voting Members Absent: Terri Prots, Dana Redfern

Ex-Officio Members via Conference Call: Frank Quis

Moore County Staff Members Present: Sonia Biggs, Tron Ross, Tiffany McCormick

Moore County Staff Members via Conference Call: Caroline Xiong

A quorum was present. The meeting was called to order at 3:03 pm. Anthony McCauley (Chair) presided over the meeting.

I. Introductions:

All attendees gave a brief introduction, and roll call was completed for all attendees in the Rick Rhyne EOC Office Lower Level and those attending via conference call.

II. Approval of Minutes from February 15, 2023, Meeting:

Deb Holmes made a motion to approve the meeting minutes, seconded by Keith Clark. Motion approved.

III. Financials:

Sonia Biggs provided updates on:

- a) The FY 22-23 budget
- b) The Rural Operating Assistance Program (ROAP) budget updates. See attached ROAP Report. Token rates will increase for the FY 23-24 budget.

IV. New Business

- a) Sonia Biggs provided updates on staffing. Three new resources drivers started last week and are on the road this week. The department has interviewed and offered conditional employment to two full-time staff members. The potential employees are going through the HR process now. The department is still looking to hire two more resource employees.
- b) Sonia and Tiffany attended the 2023 NCPTA Conference and were awarded the Transit System of the Year Award. This is an honor for the department and for Moore County.
- c) Sonia Biggs discussed the Transit Facility Needs Survey. The department has completed the survey, which could result in grants being awarded to fund building a transit hub in Moore County. This is a long-term project.

- d) Tiffany McCormick discussed the NCDOT IMD CY 2022 compliance review. This is the first compliance review the department has had in 5 (five) years. This is a long audit process and the only deficiency found was that the department did not have their own policies. It was explained to the auditors that the transportation department fell under the county government and that the county had their own policies. The department created financial management procedures and referenced the county policy. As of March 2023, the auditors found no deficiencies.

V. Upcoming Meetings for 2023:

- Wednesday, November 15, 2023 @ 3:00 pm

VI. Adjournment:

A motion was made by Rebecca Kimbrell to adjourn, which was seconded by Kimmy Dowdy. Motion approved.

Meeting adjourned at 3:24 pm.