

**Moore County Transportation Services (MCTS)
Transportation Advisory Board (TAB)
Meeting Minutes**

Date	Wednesday, August 16, 2023
Time	3:00 PM
Location	Rick Rhyne Building, Lower Level, EOC Office
Voting Member Attendance	
Present	Keith Clark, Kelly Greene, Deb Holmes, Rebecca Kimbrell, Anthony McCauley, Bryan Phillips
Conference Call	Kimmie Dowdy, Bob Huber, Terri Prots, Dana Redfern
Absent	Sean McCormick
Ex-Officio Member Attendance	
Present	N/A
Moore County Staff Member Attendance	
Present	Sonia Biggs, Tiffany McCormick
Conference Call	Tron Ross, Rhonda Priest

A quorum was present. The meeting was called to order at 3:12 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 Building's Lower Level EOC Office and those attending via conference call.

II. Approval of Minutes from the May 17, 2023, Regular Meeting:

A motion was made by Terri Prots to approve the meeting minutes, which was seconded by Rebecca Kimbrell. Motion approved.

III. Election of Officers:

- a.) Chairperson: Deb Holmes progressed from Vice-Chairperson to Chairperson
- b.) Vice-Chairperson: Dana Redfern nominated by Rebecca Kimbrell, seconded by Terri Prots. Motion approved.
- c.) Secretary: Kelly Greene nominated by Deb Holmes, seconded by Rebecca Kimbrell. Motion approved.

IV. Financials:

Sonia Biggs provided updates on:

- a) Budget – FY 22-23 – Right now the department is in the negative, but they are currently waiting for the Q4 grant reimbursement to come in and once that is received, they will be to the good.
- b) ROAP – The clients have increased, and they have \$33,465.00 that will roll over into next year.

III. New Business:

Sonia Biggs provided updates on:

- a) Staffing – The department is fully staffed. The last full-time employee that was hired is completing training this week and should be ready to drive next week. The department is continuing to hire resource staff.
- b) RSO Grant – The department received the grant to cover micro-transit trips. Discussed that this is like a taxi service that would be provided in the new urban area of Moore County. The department hopes to have this up and running by the time of the US Open.
- c) Technology – The new tablets are in for all drivers. The tablets are currently in the IT department and should be up and running in all vans next week. All the tablet mounts have been delivered as well. The department is planning on offering an option in the future for digital fare payments, where riders don't have to purchase physical tokens.

IV. Upcoming Meetings for 2023 & 2024:

- Wednesday, November 15, 2023 @ 3:00 pm
- Wednesday, February 21, 2024 @ 3:00 pm
- Wednesday, May 15, 2024 @ 3:00 pm

V. Adjournment:

A motion was made by Terri Prots to adjourn, which was seconded by Rebecca Kimbrell.
Motion approved.

Meeting adjourned at 3:45 pm.