

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

Date	Wednesday, February 21, 2024
Time	3:00 PM
Location	Rick Rhyne Building, Lower Level, EOC Office
Voting Member Attendance	
Present	Kelly Greene, Deb Holmes, Bryan Phillips
Conference Call	Kimmie Dowdy, Rebecca Kimbrell, Terri Prots, Dana Redfern
Absent	Keith Clark, Bob Huber, Anthony McCauley, Sean McCormick
Ex-Officio Member Attendance	
Conference Call	Frank Quis
Moore County Staff Member Attendance	
Present	Sonia Biggs, Tiffany McCormick, Tron Ross
Conference Call	Rhonda Priest, Caroline Xiong, Jeanette Chisholm

A quorum was present. The meeting was called to order at 3:02 pm. Deb Holmes 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 November 15, 2023, Regular Meeting:

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

Motion approved.

III. Financials:

Sonia Biggs provided updates on:

- a) Budget – Reviewed the attached FY 23-24 budget with year-to-date totals as of December 31, 2023.
- b) ROAP – Reviewed attached report for FY 23-24. The NC DOT sent the whole allotment, and this will carry the department through until the end of June.

IV. New Business

A) Sonia Biggs provided updates on:

- a) Staffing – The department has filled the last full-time position. There is a part-time position that is currently posted. Overall, the department is doing well.

- b) Technology – The department has been actively working with a company out of Germany for the payment portal. This company has agreed to give a year of service for free. The department is working with IT and Finance to get the references for the company.
 - c) A-Pines Line – The department is still working on getting this route up and running. There have been some obstacles, such as all of the road construction.
 - d) Contracts – The department is still transporting the children for the Boys and Girls Club and it is going well. The department has looked into contracting with the Tides, but most of the residents at the Tides receive Medicaid, so they are already covered for transportation.
- B)** Tiffany McCormick provided an update on upcoming policy updates & FAQs. The department is looking to add a FAQ list to their website for clients. They are also looking into updating and clarifying some of their policies. Any changes would come before the board before being implemented.
- C)** Bryan Phillips wanted to commend the department for their help when the warming stations were set up in January. The department stepped up to have staff available to transport any citizens that may have needed to go to the warming station.

V. Upcoming Meetings for 2024:

- Wednesday, May 15, 2024 @ 3:00 pm
- Wednesday, August 21, 2024 @ 3:00 pm
- Wednesday, November 20, 2024 @ 3:00 pm

VI. Adjournment:

A motion was made by Dana Redfern to adjourn, which was seconded by Terri Prots.

Motion approved.

Meeting adjourned at 3:17 pm.