

MCTS Advisory Board Minutes

November 29, 2017 at 3:00pm

- I. **Introductions**-All present went around the room introducing themselves.
- II. **Voting Members Present**- Anthony McCauley, Karen DeCata, Pamela Alsobrook, Yvette Ausby, Bryan Phillips, Wendy Carter, Melissa Packett, Kenneth Byrd, Gracie Dowdy.
- III. **Voting Members Absent**- Terri Prots, Jim Pedersen, Rahnelle Rosado.
- IV. **Ex-official Members Present**-Louis Gregory, Caroline Xiong, Brian Godfrey arrived after meeting opened.
- V. **Moore County Transportation Staff Members Present**-Tawanna Williams, Debra Ensminger, Stephanie Cormack, Kris Klug.
- VI. **Approval of minutes from September 13, 2017 Meeting**- Wendy Carter motioned to approve the minutes and Melissa Packett seconded the motion. Motion was approved.
- VII. **Financial Update FY 18**- Current financials were dispersed and discussed; current status shows us on track. If there are no major upsets we will end with a positive surplus of funds.
- VIII. **New Business**
 - a. Revision to By-laws-Bylaws as written will be presented to the upcoming December 4th, 2017 BOC meeting. Mr. Byrd recommended changes be made to some of the by-laws language He recommended the following language is added "All meetings are held in accordance with North Carolina Open Meeting laws". A motion was made by Pamela to accept the by-laws as amended to include the recommended language; Ken seconded the motion.
 - b. SSP Review-Ms. Williams informed the committee the SSP (System Safety Plan) audit will be conducted on December 12th. Anthony McCauley offered any assistance needed for future SSP audits as he has previous experience. Ken Byrd recommended MCTS apply for future award recognitions. Ms. Williams mentioned MCTS had received safety awards for 2 years in a row.
 - c. Annual CTP Grant-Ms. Williams informed the committee that the CTP grant has been submitted for FY 19. The CTP grant will encompass Admin and Capital. The FY19 grant is higher than previous years due to good performance and that several vehicles will be replaced. Moore County did not submit for the 5310 grant due to the 50% matching funds requirement. Ms. Williams explained under the CTP grant the county is required to provide matching funds to be awarded the grant, either 15% or 10% matching funds are required depending on the nature of the reimbursement.

- d. CCP-Advisory Board was made aware there will be a community meeting sometime in FY18.
- IX. Next Meeting**-February 21, 2018 to be held in the Grand Hall located at Department of Aging.
- X. Meeting Adjourned**- Karen DeCata made a motioned to adjourn and Anthony seconded the motion.

Minutes respectively submitted by Stephanie Cormack, Moore County Admin Assistant