

Minutes
MCTS Transportation Advisory Board

Date: November 18, 2020

Time: 3:00 PM

Location: Go to Meeting: Video Conferencing room

Voting Members via Conference Call: Anthony McCauley (Chairman), Deb Holmes (Vice-Chairman), Bryan Phillips, Maria Campbell, Krystale Strickland, Bob Huber, Julius Dockery and Terri Prots

Voting Members Absent: Yvette Ausby, Sean McCormick, Jim Pedersen

Ex-official Members Present: None

Moore County Transportation Staff Members via Conference Call: Sonia Biggs, Tron Ross, Caroline Xiong, Kris Klug, Stephanie Cormack, and Joel Strickland

A quorum was present; the meeting was called to order at 3:00 p.m. Presiding over the meeting was Anthony McCauley (Chairman) and Krystale Strickland as the secretary.

I. Introductions:

All attendees gave a brief introduction, roll call completed for all attendees via conference call.

II. Approval of Minutes from the May 20, 2020 Meeting:

Anthony McCauley made a motion to approve May 20th, 2020 minutes, the motion was seconded by Deb Holmes. Motion carried unanimously (8-0).

III. Financials:

Stephanie Cormack briefly discussed the approved FY 20/21 budget and the updated expenditure/revenue document presented to the Board members. For the FY 2020-2021 total budget of \$1,161,106.00 so far, the total amount expended has been \$386,922.04 as of October 31, 2020.

Sonia Biggs discussed the ROAP Grant will have some remaining funds to rollover from FY 2020 to FY 2021. The EDTAP funds have drawn down to \$4848.00 and the RGP funds have drawn down to \$16,879.62 and once fully expended MCTS will use the CARES funds.

The remaining awarded CARES monies for FY 2021 will be used to fund MCTS operating costs.

IV. New Business:

Sonia Biggs discussed the steps of the CARES Act Program in receiving funds in which the 3rd round is based on need and 4th round used for capital expenditures. FY22 5311 Community Transportation Program has been approved by the BOC for an administrative position and capital expenses. MCTS will submit all documents by December 1, 2020 deadline for FY 2022.

Mrs. Biggs updated the board on the rider and driver safety procedures they are continuing to enforce and comply with all required measures due to Covid-19, which includes:

- Barriers in vans, social distancing and routinely sanitizing all areas after each trip.

- Drivers are taking clients temperatures before trips, using PPE, asking screening questions and clients are required to wear face masks.

The board was reminded of the next meeting date is February 17th, 2021 via video conference call or at the Rick Rhyne EOC Office at 3:00pm.

V. Adjournment:

There was no further business; a motion was made by Anthony McCauley to adjourn; the motion was seconded by Terri Prots. Motion carried unanimously (8-0).

Meeting adjourned at 3:25 p.m.