112 Hillcrest Drive
Sanford, NC 27330
(919) 776-7201

County of Lee
Transit System

Meeting Minutes COLTS Advisory Board
Thursday, July 18, 2019 at 10 AM
COLTS Facility – 112 Hillcrest Dr., Sanford, NC 27330

Present: Bob McCarthy, Shane Seagroves, Kim Smith, Debbie Davidson, Sarah Stone, David Montgomery, Michael Sperico, Zachary Lewis, Roger Bailey, Mathew Chapman, Michelle McCorrison, Edward Mulnix, Melanie Rodgers, Sidney Morgan (14 present, 11 official)

10:01 AM Bob McCarthy called the meeting to order and welcomed everyone. It was verified that a quorum was present. Bob asked if there were items to add to the agenda. With no further items, Edward Mulnix made a motion to accept the agenda, seconded by Sarah Stone, all in favor. Bob asked if there were questions or corrections to the minutes from the April 25, 2019 meeting. With no corrections, Sarah Stone made a motion to accept the minutes, seconded by Edward Mulnix, all in favor.

No public comments.
Debbie Davidson reported there's one at-large Lee County general public board seat available. Nelson Burke d not return to the board. Contact Debbie for an application and more information.

Debbie Davidson opened the floor for FY20 Chair and Vice Chair Officers. Debbie Davidson nominated Bob McCarthy as Vice Chair. Bob McCarthy stated he agrees to serve as Vice Chair. Sarah Stone nominated Edward Mulnix as Chair. Edward agrees to serve as Chair. David Montgomery seconded the nominations, all in favor.

Debbie Davidson presented the Title VI Non-Discrimination Plan for Lee County. The Lee County Board of Commissioners adopted the plan, which is required by FTA – Federal Transportation Administration, on July 15, 2019. Debbie explained the Title VI Plan must also be approved by the COLTS TAB. Sarah Stone made a motion to accept the plan, seconded by Edward Mulnix, all in favor.

Debbie Davidson distributed confidentiality forms. Each board member signed a form.

Sid Morgan reported the FY19, Q3 operations statistics.

	Q3, 2019	Q3, 2018	
Passenger Trips	16,356	16,313	Increase 43
Service Hours	6,614.35	6867.93	Decrease 253 hrs.
Revenue Hours	5,480	5,633	Decrease 153 hrs.
Revenue Miles	99,588	103,010	Decrease 3,422
Service Miles	113,376	118,497	Decrease 5,121

lney explained that a decrease in service miles reflects more efficient routes. The zones work well most days. COLTS received a safety award again for the 7th year in a row for no employee time lost due to accident or incident. This award is presented by the NC Dept. of Labor. COLTS is still the only rural system in N.C. with specialized wheel chair safety guards. Jimmy Solomon, Safety Officer, is performing safety evaluations with

drivers. Safety evaluations are required by the FTA standards. The camera systems on COLTS vehicles continues to provide valuable footage to maintain safety. The accident in December 2018 at Horner and Courtland provided footage of the accident, which assisted with the insurance claim. The vehicle is in Lexington, NC at a special body repair shop.

Debbie Davidson provided department updates. Cynthia Wiley was promoted to fulltime in the dispatch position. The COLTS office now has four fulltime employees and 26 part time employees. The Title VI Plan requires bi-lingual staff members to assist customers when needed. COLTS can access bi-lingual staff members from Dept. of Social Services and the Health Dept. when needed to translate. Debbie reported that Medicaid Managed Care MCO's are still in process. Lee County is in Region 5, which will go live February 1, 2020. The Stephens Center's Rideability program is available on Thursday evenings and Sundays. Disabled adults interested in accessing transportation at these times for shopping, eating out and other social events, should contact the Stephens Center.

Debbie Davidson provided grant and NCDOT/PTD updates. Lee County's NCDOT/PTD Mobility Specialist, Tony Sumpter, is unable to travel due to NC not having an approved state budget. The FY2021 Administrative & Capital grants are in process and will be on the Lee Co. Board of Commissioners' agenda Monday, August 19, 2019 for a public hearing and on Monday, September 16, 2019 for approval. FY2021 grant packages are due to NCDOT-PTD no later than October 4, 2019. The capital request will include technology upgrades and one replacement vehicle.

Old/New Business – none.
The next meeting will be Thursday, October 17, 2019 at 10 AM at the COLTS facility.

Roger Bailey asked if the person who's interested in the at-large seat on the TAB must be a registered voter. Debbie Davidson said yes, the person must be a registered voter.

With no further business, Edward Mulnix asked for a motion to adjourn. Bob McCarthy made a motion to adjourn, seconded by Sarah Stone, all in favor, 10:34 AM.

Respectfully submitted by Melanie Rodgers on behalf of Debbie Davidson, Secretary
Debbie Davidson, Secretary Debbie Davidson

Edward Mulnix, Chair Edward Mulnix