

**MINUTES
OF THE MEETING OF
THE BOARD OF MEMBERS
KANAWHA VALLEY REGIONAL TRANSPORTATION AUTHORITY**

June 16, 2022

The Board of Members of the Kanawha Valley Regional Transportation Authority (KVRTA) met for its regular monthly meeting at the offices of the Authority (with attendance both in person and also via video conferencing) at 8:45 AM, Thursday, June 16, 2022, pursuant to proper notice to the public and news media.

Present were Valerie Gainer and Todd Goldman, representing Kanawha County, Eric Hicks, Joe Koval* and Thomas Toliver representing the City of Charleston, Connie Fout representing the Town of Belle, Larry Bailey* representing the City of Dunbar, Dave Casebolt* representing the City of Nitro, Jean Arthur* representing the City of South Charleston and Robert Sutphin representing the City of St. Albans. Also present were members of the KVRTA Staff including Chris Baldwin, Travis Garrett, Kara Greathouse, Sean Hill, Scott Menefee, Jacob Pitman, and Curt Zickafoose. In addition, there were in attendance, Grace Hurney of Jackson Kelly PLLC - legal counsel to the Authority, Brett Meadows - representing Local ATU-1742, Mayor of Clendenin Kay Summers*, and Kelsey Tucker – Transportation Planning Manager: Regional Intergovernmental Council (* - denotes attended virtually).

Absent were David White and Jay Snodgrass.

Mr. Goldman began the meeting by welcoming everybody. The reading of the minutes of the May 19, 2022, meeting was dispensed with since each member of the Board had been previously provided with a copy thereof. Following the review of the minutes a motion was made by Mr. Bailey and duly seconded, the minutes of the May 19, 2022, meeting were approved by unanimous consent.

Mr. Menefee presented the financial statements for May 2022 consisting of the statement of net position, the statement of revenues and expenses, comparative analysis of operations, the four weeks moving totals for passenger revenues, and a statistical analysis of operations. He stated that revenues for May totaled \$108,705 while expenses for the month were \$1,177,569. Mr. Menefee noted the changes in total operating revenue and expenses in comparison to last year. The financial statements for May 2022 were received and filed as presented and directed to be attached to and made a part of these minutes. Mr. Goldman requested Mr. Menefee present the FY 2022 Budget revisions. Following the review of the budget revision a motion was made by Mr. Hicks and duly seconded, the FY 2022 Budget Amendment/revisions were approved by unanimous consent.

Mr. Hill informed the board there were no invoices to approve in excess of \$5,000.

Mr. Pitman then presented the Insurance Report and stated there were no changes during the month of May; he then presented the KAT operations Report and called attention to the amount of \$42,982 received from the SOR program in May.

Mr. Hill informed the board that Kara Greathouse would be leaving KRT as of June 30 to take a position with Federal Highways. Mr. Goldman asked Mr. Pitman to update the board on recent trainings. Mr. Pitman reviewed the assessment performed by TSA, the pre-trip inspection tests and subsequent training in customer service, passenger code of conduct and safety.

Mr. Hill then provided an update with the facility improvement plan. He turned to Mr. Baldwin to review the Critical Needs List populated by Wendel and the way each item has been fixed. Ms. Greathouse reviewed the planning meeting with KRT Staff, Wendel and Thrasher held this past Tuesday. Then she outlined the timeline moving forward with the project.

Mr. Hill requested Mr. Pitman present plans for future mobile ticketing. Mr. Pitman reviewed past and current efforts to improve farebox technology. Current fareboxes need to be replaced and after research KRT staff recommends purchasing validators and software from Masabi. In order to reduce costs staff also recommends joining Neoride which serves as a council of governments for transit authorities in Ohio, Kentucky, Michigan and Arkansas. Ms. Hurney reviewed the Neoride Bylaws and possible costs associated with joining the organization. After discussion Mr. Goldman requested a committee of Ms. Fout, Mr. Sutphin, himself and any other interested board member to meet with Mr. Pitman to better understand the implications of joining Neoride.

Lastly, Ms. Greathouse then gave the board a brief update on the recent RFP for paratransit vehicles. She presented the proposed prices, the average evaluation scores of the RFP and staff recommendations. Following a brief discussion, a motion was made by Ms. Fout and duly seconded, the RFP KRT2022-02 for Paratransit Vehicles was approved by unanimous consent.

With nothing further to be discussed, a motion was made by Mr. Goldman to adjourn the meeting. The next regular meeting of the Board will be held Thursday, July 21, 2022, 8:45 AM at the Authority's offices at 1550 4th Avenue in Charleston.