

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

**October 19, 2023**

The Board of Members of the Kanawha Valley Regional Transportation Authority (KRT) met for its regular monthly meeting at the offices of the Authority (with attendance both in person and via video conferencing) at 8:45 AM on Thursday, October 19, 2023, pursuant to proper notice to the public and news media.

Present were President Todd Goldman, Valerie Gainer, Jay Snodgrass and Michael Farmer (representing Kanawha County), Heidi Bonnett Adams, Bobbie Spry\*, and Thomas Toliver (representing the City of Charleston), Larry Bailey\* (representing the City of Dunbar), Jean Arthur\* (representing the City of South Charleston), David White (representing the City of Montgomery), and Marc Doughty (representing the Town of Belle). Also present were members of KRT Staff: Chris Baldwin, Travis Garrett, Jessica Gardner, Kelsey Harrah, Sean Hill, Jacob Pitman\*, Angie Talbot, and Curt Zickafoose. Additionally, the following persons were in attendance: Grace Hurney of Jackson Kelly PLLC (legal counsel to the Authority), Brett Meadows, and David Smith (representing ATU Local 1742).

\* - denotes virtual attendance

Absent was Bob Sutphin.

President Goldman called the meeting to order by welcoming everyone and taking a roll call. The reading of the minutes of the September 21, 2023 meeting was dispensed with as each member of the Board had been previously provided with a copy thereof. A motion to approve the minutes of the September 21, 2023 meeting was made by Jay Snodgrass. The motion was duly seconded and carried with unanimous consent.

Ms. Gardner presented the financial statements for September 2023, consisting of the statement of net position, the statement of revenues and expenses, a comparative analysis of operations, the four weeks moving totals for passenger revenues, and a statistical analysis of operations. Ms. Gardner stated that revenues for September 2023 totaled \$198,725 and expenses totaled \$1,373,739. Ms. Gardner also noted the changes in total operating revenue and expenses in comparison to the prior year. The financial statements for September 2023 were received, filed as presented, and directed to be attached to, and made a part of these minutes.

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

Mr. Zickafoose presented the Insurance Report and reported one new insurance claim. Mr. Pitman presented the KAT/Operations Report. Mr. Pitman noted the \$71,287.80 received from the State Opioid Response (SOR) program for September 2023.

Mr. Goldman then turned to Mr. Garrett to provide a technology update. Mr. Garrett gave an overview on the progression of ongoing technology upgrades and a technical demonstration of the new features with EZfare and the Transit App.

Mr. Goldman then moved to the Executive Director Annual Review. Mr. Goldman asked Mr. Hill to provide an overview of highlights and achievements since the previous annual review. Mr. Goldman asked the Board, KRT Staff, and the general public for comment on Mr. Hill's annual performance. After a discussion, a motion to approve a salary increase for Mr. Hill, to be effective next pay period, was made by David White. The motion was duly seconded and carried with unanimous consent.

Mr. Hill concluded by welcoming everyone to join the United Way of Central WV and KRT for the unveiling of the "United Way Mobile Market" at 10:00 AM at KRT Headquarters. The United Way Mobile Market will serve as a mobile grocery store for underserved communities throughout six West Virginia counties, including Kanawha County. For this meaningful project, a refurbished KRT bus was used to create the United Way Mobile Market. This collaborative initiative will provide food and essential household items to community members, to help alleviate the challenges surrounding food insecurity and distant grocery store access.

With nothing further to be discussed, a motion was made by President Goldman to adjourn the meeting. The next regular meeting of the Board will be held on Thursday, November 16, 2023, at 8:45 AM at the offices of the Authority, located at 1550 4<sup>th</sup> Avenue in Charleston.