



3613 LUCIUS ROAD. • COLUMBIA, SC • 29201

WWW.CATCHTHECOMET.ORG • (O) 803.255.7133 • (F) 803.255.7113

Central Midlands Regional Transit Authority

BOARD OF DIRECTORS AGENDA

Wednesday, January 23, 2019

12:00 PM

3613 Lucius Road, Columbia, SC, 29201

Prior to entering the meeting, please turn all electronic devices (cell phones, pagers, etc.) to a silent, vibrate or off position.

OFFICERS

- Ron Anderson, Chair (City of Columbia)
- John V. Furgess, Sr, Vice Chair (Richland County Legislative Delegation)
- Andy Smith, Secretary (Forest Acres)
- Dr. Robert Morris, Treasurer (Richland County Legislative Delegation)

BOARD MEMBERS

- | | |
|---|------------------------------------|
| Lill Mood (Lexington County) | Carolyn Gleaton (City of Columbia) |
| Joyce Dickerson (Richland County) | Derrick Huggins (City of Columbia) |
| Rep. Leon Howard (Richland County Legislative Delegation) | Roger Leaks (Richland County) |
| Jacqueline Boulware (Richland County) | |

ADVISORY BOARD MEMBERS

- | | |
|-----------------------------------|-------------------------------|
| Skip Jenkins (City of Cayce) | Vacant (Blythewood) |
| Debbie Summers (Lexington County) | Bobby Horton (West Columbia) |
| Kevin Reeley (Springdale) | Geraldine Robinson (Eastover) |

1. CALL TO ORDER AND DETERMINATION OF QUORUM
2. ADOPTION OF THE AGENDA
3. MIDLANDS TRANSIT RIDERS ASSOCIATION UPDATE (VERBAL)
4. CALL TO THE PUBLIC
 - COMMENTS MUST PERTAIN TO ITEMS NOT ON THE AGENDA. THE BOARD CANNOT COMMENT.
 - INDIVIDUALS WISHING TO ADDRESS THE BOARD MUST SIGN UP PRIOR TO THE CALL TO ORDER
 - COMMENT TIME LIMIT - TWO (2) MINUTES PER PERSON
5. PRESENTATIONS
 - A. AWARD PRESENTATION
 - B. EMPLOYEE OF THE MONTH FOR TRANSDEV AND TRANSPORT CARE SERVICES (VERBAL) PAGE 3
6. **CONSENT CALENDAR:** THE FOLLOWING ITEMS LISTED UNDER THE CONSENT CALENDAR WILL BE CONSIDERED AS A GROUP AND ACTED UPON BY ONE MOTION WITH NO SEPARATE DISCUSSION, UNLESS A BOARD MEMBER SO REQUESTS. IN THAT EVENT, THE ITEM WILL BE REMOVED FOR SEPARATE DISCUSSION AND ACTION.
 - A. APPROVAL OF THE NOVEMBER 28, 2018 MEETING MINUTES (PAM CANTY) PAGES 5-13
 - B. APPROVAL OF CHECK REGISTER ENDING FEBRUARY 1, 2019 (ROSALYN ANDREWS) PAGES 14-21
7. FINANCE COMMITTEE UPDATE & ACTION ITEMS (DR. ROBERT MORRIS) PAGES 22-23
 - A. APPROVAL OF CHECK REGISTER ENDING DECEMBER 31, 2018 PAGES 24-40
 - B. APPROVAL OF FTA GRANT FUNDING PLAN FOR FFY 16, 17, 18 AND 19 (JOHN ANDOH) PAGES 41-50
8. SERVICE COMMITTEE UPDATE & ACTION ITEMS (DERRICK HUGGINS/RON ANDERSON) PAGES 51-52

9. EXECUTIVE COMMITTEE UPDATES & ACTION ITEMS (RON ANDERSON) PAGE 53
 A. CREATION OF AN INTERMODAL COMMITTEE (JOHN ANDOH/RON ANDERSON) PAGE 54
10. EXECUTIVE DIRECTOR AD-HOC EVALUATION COMMITTEE UPDATE & ACTION ITEMS (DR. ROBERT MORRIS) PAGE 55
11. OTHER DISCUSSION & ACTION ITEM
- A. ADA COMPLIANCE REVIEW OF TRANSPORT CARE SERVICES (ARLENE PRINCE) PAGES 56-96
 - B. AUTHORIZE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A CONTRACT FOR MARKETING SERVICES WITH FLOCK & RALLY EFFECTIVE FEBRUARY 1, 2019 (VIRGINIA GOODSON) PAGES 97-100
 - C. AUTHORIZE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A CONTRACT FOR PUBLIC RELATIONS SERVICES WITH CHERNOFF NEWMAN (VIRGINIA GOODSON) PAGES 101-104
 - D. AUTHORIZE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A CONTRACT FOR BUS SHELTERS AND AMENITIES WITH TOLAR MANUFACTURING (VIRGINIA GOODSON) PAGES 105-109
 - E. AUTHORIZE EXECUTIVE DIRECTOR RETROACTIVELY EXECUTE A CONTRACT FOR AUDIT SERVICES WITH HARPER, POSTON & MOREE, CPAS, P.A. (VIRGINIA GOODSON) PAGES 110-111
12. MOTION PERIODS *(NO ACTION WOULD BE TAKEN ON THE MOTIONS REQUESTED)* (RON ANDERSON, VERBAL)
- A. FROM THE SERVICE COMMITTEE
 - I. DEVELOPMENT OF A BUS SHELTER PLAN FOR DELIVERY IN 3 TO 5 YEARS
 - II. DEVELOPMENT OF A SERVICE EQUITY POLICY
 - B. FROM THE FINANCE COMMITTEE
 - C. FROM THE EXECUTIVE COMMITTEE
13. PROGRESS REPORTS - INFORMATIONAL ONLY
 THE FOLLOWING ITEMS LISTED UNDER PROGRESS REPORTS WILL BE CONSIDERED AS A GROUP UNLESS A BOARD MEMBER REQUESTS FOR SEPARATE DISCUSSION.
- A. CHAIR REPORT (RON ANDERSON, VERBAL)
 - B. EXECUTIVE DIRECTOR /CEO REPORT (JOHN ANDOH) PAGES 112-115
 - C. REVIEW OF BOARD MOTIONS FROM JANUARY 2017 TO PRESENT (JOHN ANDOH) PAGES 116-120
 - D. TRANSIT OPERATIONS REPORT (ALAN BRISTOL, TRANSDEV) PAGES 121-146
 - E. FINANCE REPORT (ROSALYN ANDREWS) PAGES 146-157
 - F. DISADVANTAGED BUSINESS ENTERPRISE REPORT (ARLENE PRINCE) PAGES 158-159
 - G. RIDERSHIP REPORT (LUIS ORTIZ SANCHEZ) PAGES 160-165
14. LEGAL/CONTRACTUAL/PERSONNEL (MAY REQUIRE EXECUTIVE SESSION)
- A. EXECUTIVE DIRECTOR ONE YEAR PERFORMANCE EVALUATION (DR. ROBERT MORRIS)
 - B. DISCUSS INTERGOVERNMENTAL AGREEMENT REVISION (RON ANDERSON/JOHN ANDOH)
 - C. DISCUSS CONTRACT NEGOTIATIONS WITH A LARGE EMPLOYER FOR TRANSIT SERVICES (JOHN ANDOH)
15. ADJOURN

All items on this agenda are subject to action being taken by the Board of Directors. Agenda order is subject to change.

GENERAL INFORMATION ABOUT BOARD MEETINGS: The COMET will make all reasonable accommodations for persons with disabilities to participate in this meeting. Upon request to the Administrative Coordinator, The COMET will provide agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Requests should be sent to The COMET by mail at 3613 Lucius Road, Columbia, SC 29201, by fax at (803) 255-7113, or by e-mail to info@catchthecomet.org. For language assistance, interpreter services, please contact (803) 255-7133, 711 through the Relay Service. Para información en Español, por favor llame al (803) 255-7133.

Take The COMET to The Board of Directors Meeting! Route 6 and DART serve the facility. Visit www.catchthecomet.org or call (803) 255-7100 for more details.