



## **MEETING MINUTES**

### **Piedmont Authority for Regional Transportation Board of Trustees**

### **January 12, 2022**

#### **Board Members Present (via virtual/audio roll call):**

Abuzuaiter, Marikay – City of Greensboro TAC  
Austin, Kevin – Yadkin County  
Butler, Jim – City of Burlington  
Carter, Steve – Alamance County Board of Commissioners  
Coleman, Carolyn – Guilford County  
El-Amin, Fleming – Forsyth County Board of Commissioners  
Frye, Darrell – Randolph County Board of Commissioners  
Fox, Mike – NCDOT Board of Transportation  
Hightower, Sharon – City of Greensboro  
Holmes, Michael – City Council of City of High Point  
Horn, Mike – Winston Salem/Forsyth TAC  
Mengert, Paul - PTAA  
Morris, Rick – Stokes County  
Mundy, Kevin – City of Winston Salem  
Richardson, Mark – Rockingham County  
Truell, Don – Davidson County of Board of Commissioners  
Williams, Leonard – Transportation Advisory Comm. -Burlington-Graham

#### **Others Present:**

Scott Rhine – CEO/General Manager, PART; Katelynn Newsome, PART; Connie Conklin, PART; Sabrina Glenn, PART; Toneq' McCullough, City of Winston Salem; Tom Terrell, Fox Rothschild; Regina Gardner, PART; Andrew Sowers, PART; Mark Kirstner, PART.

#### **I) Call to Order: Roll Call of Teleconferencing.**

A roll call was taken, and a quorum established with 17 members of the PART Board in attendance.

#### **A) Consideration of Resolution for Teleconference and Electronic meetings for January 12, 2022**

Chair Abuzuaiter explained the virtual meeting conducted under the authority that the General Assembly has provided under Statutes 160A-639 and 160A-639 (22) with regards to the current state of emergency due to COVID-19. She added with voting today, Board members who are in attendance please state aye, no or an abstain vote. A Resolution is presented to acknowledge the virtual meeting format.

**The vote was Unanimous 17-Yes**

**II) Overview of Meeting Process and Procedures**

Scott Rhine provided a courtesy reminder of in-person and Virtual meeting format/protocol.

**III) 2022 PART Board officer's nomination report**

Commissioner Darrell Frye presented to the Board of Trustees that there were no nominations for officers. Commissioner Frye opened the floor for any nominations during the meeting. With no recommendations Mr. Frye announced the Board officers would remain the same as 2021.

**Motion to accept elected officers for the year 2022: Darrell Frye**

**Second: Rick Morris**

**Discussion: None**

**Vote: Unanimous 17-Yes**

**IV) Public Speakers registered via contactus@partnc.org**

There were no public speakers.

**V) Consideration of Meeting Minutes**

November 10, 2021, PART Board of Trustees meeting minutes were accepted without revisions.

**Motion to accept the November 10, 2021, meeting minutes: Mark Richardson**

**Second: Kevin Austin**

**Discussion: None**

**Vote: Unanimous 17-Yes**

**VI) Report from Board Committee**

**PART Board Personnel Committee**

Scott Rhine presented an overview of the Personnel committee meeting from December 15, 2021. The committee proposed amendments to the PART employee handbook which included:

- Education Assistance benefit
- Family Medical Leave Act
- COVID-19 vaccine mandate for PART personnel

The Personnel Committee recommended the employee handbook amendment directly related to education assistance. The items related to FMLA and vaccine mandate was not forwarded as a recommendation for consideration.

**VII) Consideration of Board Business Items**

**A) New Business**

**1. Approval to amend PART Personnel Handbook**

Scott Rhine presented three items for consideration to amend the PART personnel handbook. The items include Education Assistance benefit, Family Medical Leave Act, and COVID-19 vaccine mandate for PART personnel. The item related to education assistance is presented to add language specifying the employee to maintain employment at PART for a 12-month period. Should the employee choose not to maintain employment a reimbursement of funds will be required. Relating to the Family Medical Leave Act, PART

has chosen to maintain the act in company policy. Regarding Covid vaccine mandate, no action taken at this time.

**Motion to amend PART Personnel Handbook: Fleming El-Amin**

**Second: Mike Fox**

**Discussion: None**

**Vote: Unanimous 17-Yes**

**2. Resolution to apply for FY2022-23 ARP Funding**

Scott Rhine presented information about PART applying for the American Rescue Plan Act funds from NCDOT. This application was suggested by NCDOT to continue aid in the rural services of Surry and Randolph counties. Scott Rhine expressed the intent of the funding is to expand services in the rural counties. Commissioner Frye requested the amount PART would be applying for. Mr. Rhine stated \$600,000.

Due to a conflict-of-interest Mike Fox recused himself from voting on this resolution.

**Motion to approve application for FY2022-23 ARP Funding: Mark Richardson**

**Second: Leonard Williams**

**Discussion: Yes**

**Vote: Unanimous 16-Yes**

**3. PART Business overview for 2022**

Scott Rhine presented updates on business items underway and upcoming for the remainder of calendar year 2021-22. The following items were highlighted updates to the PART Board:

- Finance –
  - Committee meeting upcoming
  - Quarterly variance reports / Budget Ordinance amendment
  - Property assets (NCDOT – Old PART Hub)
  - Audit services RFP
  - Grant submissions (FTA and NCDOT)
- Operations –
  - RFP for AVL/Technology (upcoming PART Board action in February or March)
  - RFP for landscaping services
  - RFP for PART Express Operations (June/July)
  - Route planning for Routes 6, 10 and shuttles
  - NCDOT/PART Pilot project/study – Mobility As A Service (MaaS)
- Planning –
  - Piedmont Triad Regional Model (PTRM)
    - Freight Study completion
    - RFP Household Travel Survey
    - FY22-23 Work Plan/Budget
    - Route Planning for new services (MaaS, Route 6, 10)
- Vanpool –
  - Update rate chart
  - Expand Marketing
  - Hire replacement staff
  - Develop incentives promotion

#### **4. Resolution for PART membership Continuance**

Scott Rhine expressed the needed support from Randolph and Surry County to secure Federal funding in August of 2021. Surry County Board of County Commissioners did not pass a resolution of support. The Surry County Board of County Commissioners have requested their attorney to investigate the membership with PART and how they can remove themselves from the PART agency and eliminate the local U-drive it rental car tax from their county.

The PART Board expressed concern over Surry County removing themselves from the agency. As a Board the motion was made to table the resolution until more information was presented from Surry County. The Board gave Scott Rhine permission to contact all governmental parties involved to get feedback on Surry County's decision. No further action will be taken until Surry county's attorney has gathered all needed information for decisions.

**Motion to Table resolution: Kevin Austin**

**Second: Darrell Frye**

**Discussion: Yes**

**Vote: Unanimous 17-Yes**

**B) Old business – None**

#### **VIII) Departmental Staff Reports Department Staff Reports**

Scott Rhine provided update and information items for Departmental Staff reports and CEO/General Manager report that is included in the agenda packet.

#### **IX) Chairperson Report**

Chairperson Abuzuaiter provided no updates but welcomed the Board to a new year.

Sharon Hightower made a motion to go into closed session to review a personnel related issue and was seconded by Carolyn Coleman. Under the advisement of Tom Terrell, Chairperson Abuzuaiter did a roll call vote to go into the closed session with a 14-No / 2-Yes vote.

There being no further business Chairperson Abuzuaiter asked for a motion to adjourn.

**Motion to adjourn: Kevin Austin**

**Second: Darrell Frye**

**Discussion: Yes**

**Vote: Unanimous 16-Yes**

**Adjourned: 9:52am.**

