



MEETING MINUTES
Piedmont Authority for Regional Transportation Board of Trustees
September 14, 2022

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

Abuzuaiter, Marikay – Greensboro Urban Area TAC
Alston, Skip – Guilford County
Austin, Kevin – Yadkin County
Butler, Jim – City of Burlington
Carter, Steve – Alamance County
El-Amin, Fleming – Forsyth County
Frye, Darrell – Randolph County
Hightower, Sharon – City of Greensboro
Horn, Mike – Winston -Salem/Forsyth TAC
Morris, Rick – Stokes County
Richardson, Mark – Rockingham County
Wolfe, Martha – High Point TAC

Others Present:

Scott Rhine – CEO/General Manager, PART; Tom Terrel, Fox Rothschild, LLP; Connie Conklin, PART; Tammy Turner, PART; Brigitte Davern, PART; Andrew Sowers, PART, Chris Robbins, PART

I) Call to Order – Roll Call of Teleconferencing

A . Consideration of Resolution for Teleconference and Electronic meetings for September 14, 2022.

PART Board action is requested to adopt the resolution on page 2 for our business activities today, and our ability to restrict public meetings to prevent the spread of COVID-19.

Motion to dismiss item I by MariKay Abuzuaiter due to State of Emergency was rescinded on August 15, 2022

II) Public Speakers Registered via contactus@partnc.org

There were no public speakers.

III) Consideration of Meeting Minutes

The August 10, 2022 PART Board of Trustees meeting minutes were accepted without revision.

Motion to accept the August 10, 2022 meeting minutes: Darrell Frye

Second: Mark Richardson

Discussion: None

Vote: Unanimous 12-Yes

IV) Consideration of Consent Agenda

A. Approval of Title VI Plan Update

Scott Rhine: This plan is on a cycle of once every three years and PART is required to review and update its Title VI plan under the guidance and direction of the Federal Transit Administration (FTA). The Title VI plan has been in existence at PART since we began operating public transit service and utilizing FTA funds for our program activities. The Title VI plan focuses on the PART agencies commitment to eliminate racial discrimination in the workplace, services provided to the general public and efforts to promote equal rights for all citizens. Upon approval by the PART Board of Trustees the updated plan will be uploaded to the FTA Office of Civil Rights prior to October 1, 2022.

Motion to accept the Updated Title VI plan: Mark Richardson

Second: Jim Butler

Discussion: None

Vote: Unanimous 12-Yes

B. Release Social Media and Press Release Material - Triad Household Surveying

Scott Rhine: PART, Triad MPO's, Cities and NCDOT have undertaken a Household survey project to collect updated data to be incorporated into the Piedmont Triad Regional Model (PTRM). Request for the approval of the press release and social media notices to encourage citizen participation for the survey. Partnering agencies of the Household survey project are asked to also provide this notification to encourage citizen participation. This item is presented to expand the local agency awareness and request notification by all member governments in the survey area of the PART territorial jurisdiction.

Motion to approve the Acceptance to Release Social Media and Press Release Material by:

Mark Richardson

Second: Steve Carter

Vote: Unanimous 12-Yes

V) Consideration of PART Board Business Items

A. New Business

1. Adopt FY 2022 2023 SMAP Program Certified Statement

Scott Rhine provided an update with details on the NCDOT SMAP program to the Board of Trustee's. This is an annual funding program administered by NCDOT for Urban area public transit agencies.

Motion to approve the FY2023-24 NCDOT SMAP Program Documents by:

Kevin Austin

Second: Jim Butler

Vote: Unanimous 12-Yes

2(a). Adopt FY2023-24 NCDOT Grant Program Documents

Scott Rhine: NCDOT-IMD has developed a new grant program system for all agencies seeking federal/state funds. The Unified Grant Application (UGA) was developed to link various grant funds for funding requests for FY2023-2024. PART is submitting this request for continuation of operating funds for Route 10, Urban State Match for planned

vanpool replacements purchases and Urban Technology funds. The Deadline for grant submission is October 7,2022.

Motion to approve the FY2023-24 NCDOT Grant Program by:

Mark Richardson

Second: Mike Horn

Vote: Unanimous 12-Yes

2(b). Piedmont Authority for Regional Transportation Conflict-of-Interest Policy

Scott Rhine; Request adoption of the Piedmont Authority for Regional Transportation (PART) Conflict of Interest Policy Affirmation by PART Board of Trustee Members September 14, 2022.

Forms for signature distributed to board members and signed.

Motion to approve the FY2023-24 NCDOT Grant Program Conflict of Interest Statement

by: Darrell Frye

Second: Kevin Austin

Vote: Unanimous 12-Yes

3. Public Hearing NCDOT-IMD FY2023-24 Grant Program Funds

Scott Rhine: NCDOT requires a public hearing to solicit public comment for planned funding requests. PART has submitted a notification via our PART website, social media outlets and in local papers to provide a notice for the public hearing. PART Board consideration is to open a public hearing for citizen comment for the FY24 grant funds being requested.

Motion to open the public hearing to solicit public comment by:

Darrell Frye

Second: Steve Carter

Vote: Unanimous 12-Yes

Public Speakers Registered via contactus@partnc.org

There were no public speakers.

Motion to close public hearing by:

Jim Butler

Second: Steve Carter

Vote: Unanimous 12-Yes

B. Old Business

1. Surry County Update

Scott Rhine gave overview of the September 2022 article reaffirming the Surry County Board of Commissioners stance on the withdrawal of public transportation for Surry County as well as Mount Airy and Pilot Mountain.

VI) Department Staff Reports CEO/General Manager Updates:

Scott Rhine, PART Vanpool updates – We continue to see growth with vanpool leasing. We have increased vanpool rentals to 24 leases. Employers are now utilizing vanpools as an incentive to attract employees

VII) Chairperson Report

Marikay Abuzuater: Welcomed new employee Brigitte Davern, PART administrative Assistant

Announcement: There is a Finance meeting directly after this board meeting.

A. Motion to enter closed session for a personnel related matter by:

Fleming El-Amin

Second: Mark Richardson

Vote: Unanimous 12-Yes

B. Motion to return from closed session by:

Mike Horn

Second: Kevin Austin

Vote: Unanimous 12-Yes

Personnel Committee chair – Fleming El-Amin provided a summary of items provided under closed session and recorded within legal document minutes of the PART Board attorney which included:

- Continuation of PART CEO/General Manager contract for employment
- Salary increase of 8.5% retroactive to July 1, 2022
- Directive to conduct a PART staff salary review/pay band analysis and report back to PART Board of Trustee's

Motion to accept personnel committee report and PART Board action related to PART Personnel matter by:

Darrell Frye

Second: Mike Horn

Vote: Unanimous 12-Yes

The meeting adjourned at 10:20am.