



WINSTON-SALEM TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING

MINUTES
THURSDAY; MAY 30, 2024

PRESENT:

WSTA Board Members

Keith King, Chairperson
Willie Clark, Jr.
Dr. Michael Flatt
Latonya Wright
Dr. David Wren

WSTA Staff

John Ashford, Assist. General Manager &
Maintenance Manager
Jackie Settle, Mobility Management Manager
Robin Kirby, Finance Manager
Myra Stafford, Contract Manager
Tina Carson-Wilkins, Marketing Manager
Tikiha Alston, ADA Coordinator
Teika Holloway, Administrative Assistant

City Staff

Kelly Garvin, Assist. Director of DOT
Tia Ramsey, DOT Finance Manager

Other Attendees

Robert Smith, RATP Dev, USA
Burge Adams, RATP Dev, USA
Steve Sheerer, RATP Dev, USA

Meeting Opened: 4:11 pm

Chairperson Keith King called the May 2024 Winston-Salem Transit Authority (WSTA) Board Meeting to order.

Safety Message: (Chairperson King): The temperature is rising, and it is extremely hot outside. Please remember to stay hydrated and remain indoors or in cool areas whenever possible.

Welcome and Introduction of New WSTA Board Member:

Chairperson King welcomed Dr. David Wren to WSTA's Board of Directors and introduced him to the meeting attendees. He asked Dr. Wren if he like to have the floor to share a little about himself.

Dr. Wren accepted and stood from his seat to address the room. He stated he is a professor at Wake Forest University, and he is extremely interested in learning about the Board and bus system. Dr. Wren forewarned he will be asking questions about information and data presented during the meeting.



Welcome and Introduction of RATP Dev Staff:

Mrs. Kelly Garvin recalled interim General Manager, Jerome Parker, asking her to give an update on the RFP for Operations Contract during the January 25, 2024, Board meeting. At that time, she explained that the current contract the City has with Transdev is a management contract that dates back as far as 2010. Mrs. Garvin further explained that the Federal Transit Administration (FTA) required the city to put out RFP for this service.

This process is complete, and the City Council awarded RFTP Dev with the contract. They are to start on 8/01/2024. As you can imagine, switching from a management contract to an operations contract involves a great deal of work. A portion of the RATP Dev team is on site to hold town hall meetings and start the process of on boarding. Mrs. Garvin allowed them to introduce themselves to the Board.

Mr. Robert Smith: Said that he once a part of Business Development and is Currently the VP of Client Relations. He shared that he will be very visible while attending Board and City Council meetings on behalf of RAT Dev. He stated that he attended such meetings across the country at various RATP Dev properties.

Steve Sheerer: Stated he the RATP Dev USA VP of Operations for the southeast. He oversees all the operations contracts in this region. He said he is looking forward to being a part of this transition and working towards it being a successful, seamless process. Mr. Sheerer stated he will be around frequently during and after the transition.

Bruce Adams: Will be the new General Manager. He said that he too is looking forward to coming on board and doing wonderful things. He shared that he and his team are ready to get to work.

Public Comment: NONE

Action Items:

Chairperson King allowed the members of the Board a moment to review the minutes from the last two meetings.

Approval of the January 25, 2024, and February 29, 2024, WSTA Board Meeting Minutes:

At the January 25, 2024, WSTA Board meeting only two Board members were present— Chairperson King and Dr. Michael Flatt. Being there are eight appointed Board members on the roster, at least five of those members had to be present to make a quorum. Chairperson King had to table all action items until the next meeting.

Board Member Latonya Wright moved to approve the January 25, 2024, and February 29, 2024, WSTA Board Meeting Minutes. Board Member Willie Clark Jr. seconded her move.

Following a vote by the members, The Board approved the January 25, 2024, and February 29, 2024, Board Meeting Minutes.



Resolution Awarding the Purchase Order for Trans-AID Buses for the Winston-Salem Transit Authority:

WSTA requested a bid in February 2023 for the purchase of five new Trans-AID vehicles. The City Council approved the with the option to purchase up to thirty-nine additional vehicles. The five Trans-AID vehicles should arrive by late December or January.

Board Member Willie Clark Jr. moved to approve the Resolution Awarding the Purchase Order for Trans-AID buses for the Winston-Salem Transit Authority. Dr. Michael Flatt. seconded his move.

Following a vote by the members, the Board approved the Resolution Awarding the Purchase Order for Trans-AID buses for the Winston-Salem Transit Authority.

Resolution Authorizing the Winston-Salem Transit Authority’s General Manager to Remove Vehicles from the Active Fleet:

WSTA has vehicles that have exceeded their useful life in accordance with the Federal Transit Administration guidelines. WSTA is requesting authorizing to remove these vehicles from the active fleet. They are as follows:

UNIT NUMBER	VIN #	MAKE	MODEL	YEAR	GROSS WEIGHT	SEATS	MILEAGE
3663H	1GB6G5BG3F1280436	CHEV	EXP 4500	2015	14,200	18	240889
3462	1GB6G5BG5E1191305	CHEV	EXP 4500	2014	14,200	18	242045
3461	1GB6G5BG4E1190078	CHEV	EXP 4500	2014	14,200	18	241320
3460	1GB6G5BG9E1189511	CHEV	EXP 4500	2014	14,200	18	255946
9504	1GAZGZFFXF1256399	CHEV	EXP 3500	2015	9100	15	190041
9201	1FBSS3BL9CDA78659	FORD	E350	2012	9200	15	186631
9905	2G1WF52E829343302	CHEV	IMPALA	2002	4556	6	193478

The city will receive possession of the vehicles after WSTA is authorized to remove them from the fleet. The city will the vehicles for auctioning.

Board member Michael Flatt moved to approve the Resolution Authorizing the Winston-Salem Transit Authority’s General Manager to Remove Vehicles from the Active. Fleet Ms. Latonya Wright seconded this move.

Following a vote by the members, the Board approved the Resolution Authorizing the Winston-Salem Transit Authority’s General Manager to Remove Vehicles from the Active Fleet.



Informational Items:

- a) **Monthly Data Presentation (Carol Patrick)**- Ms. Patrick gave a detailed presentation on regional fixed route and paratransit services, WSTA’s fixed route and paratransit services’ operation data.

To request a hard copy, please contact:

Teika Holloway at 336.793.3294 or teika.holloway@ratpdev.com.

Staff Reports: *Staff reports are to read prior to the Board meeting. If there are any questions or concerns, please express them to Teika Holloway by email. Someone will contact you regarding the issue. Also, to request hard copies of the reports, please contact: Teika Holloway at 336.793.3294 or teika.holloway@ratpdev.com.*

- ***Fixed Route and Trans-AID’s Operations Reports: January 2024***
- ***Maintenance Report: January 2024***
- ***Finance Reports: January 2024***
- ***Marketing Report: January 2024***
- ***Monthly Incident Report for the Transportation Center (TC): January 2024***

The meeting adjourned: 4:59 p.m.
Transcribed by: Teika Holloway
July/August 2024