



# WINSTON-SALEM TRANSIT AUTHORITY BOARD OF DIRECTORS' MEETING

MINUTES  
for  
THURSDAY; September 25, 2025

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**PRESENT:**

**WSTA BOARD MEMBERS**

Keith King, Chairperson  
Willie Clark, Jr.  
Ms. Sarah Morath  
Latonya Wright  
Dr. Suneel K. Parvathareddy

**CITY STAFF**

Kelly Garvin, Assistant Director of DOT  
Tia Ramsey, Financial Manager for DOT  
David Torres, Transit Contract Manager for DOT  
Maddie Burgiss, Transportation Planner for DOT  
Hunter Staszak  
Janice Hillanbrand,

**WSTA/RATP DEV, USA STAFF**

Bruce Adams, General Manager RATP Dev, USA  
Michael Rosson, Assist. General Manager of  
Operation, RATP Dev, USA  
Carlo Poladian, Assist. General Manager of  
Maintenance, RATP Dev, USA

Levine Hedgepeth, Assist. General Manager of  
Safety, RATP Dev, USA  
Brandie Peterson, Director of Marketing and  
Community Engagement, RATP Dev, USA  
Lisa Sides, Operations Manager, RATP Dev, USA  
Jackie Settle, Customer Service Manager, RATP  
Dev, USA  
Tikiha Alston, ADA Eligibility Manager, RATP Dev,  
USA  
Teika Holloway, Administrative Assistant, RATP  
Dev, USA  
Myra Stafford, Facilities Supervisor, RATP Dev,  
USA  
Zavia Halliday, HR Recruiter, RATP Dev, USA  
Belinda Queen, Payroll  
Nathaniel Burke, Behind the Wheel Operator

**OTHER ATTENDEES**

NONE

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**Meeting Opened: 0:00 pm**

Chairperson Keith King called September 25, 2025, Winston-Salem Transit Authority (WSTA) Board Meeting to order.

**Safety Message** (Chairman Keith King): Chairman King reminded everyone to change their air filters as a part of their winterizing process. He said a lot of people do not know there is an air filter in their car that also needs to be changed on a routine basis.

**Public Comment** (limited to two minutes per speaker):

There were no public commenters present.



## **Action Items:**

### **Approval of August 28, 2025 WSTA Board Meeting Minutes:**

Chairman King allowed time for Board members to review the minutes from the August 28, 2025 WSTA Board meeting minutes.

**Board member Ms. Latonya Wright moved to approve of the August 28, 2025 WSTA Board Meeting Minutes. Board member Mr. Willie Clark, Jr made the second move.**

**Following a short vote initiated by Chairman Keith King, the minutes for the August 28, 2025 WSTA Board Meeting Minutes were approved.**

## **Information Items:**

### **a. Election of Officers:**

- i. This item was listed on the agenda as an action item. After reviewing the City ordinances, Mrs. Kelly Garvin found there was no requirement to elect officers every year. She said in reviewing what has been done in the past, there was some misunderstanding on her part. The board vision will be discussed later during the meeting and ordinances can be talked about during that time. Mrs. Garvin went on to say she could not find any bylaws for the board.

Dr. David Wren stated a question by saying, “So, the City of Winston-Salem doesn’t any bylaws for this board.” Mrs. Garvin confirmed by saying, “No.” “So, the City has ordinances—we can send those to you—that sort of established the board.” “But the board, I guess, at some point, was supposed to establish its own bylaws. There is neither record nor evidence that this was ever done. Mrs. Kelly said the Board will need to establish bylaws. we can talk a bit about the ordinances and c s to a mistake It was moved to information items due.

### **b. Special Recognition of Employees (Ms. Brandie Peterson):**

- i. **Belinda Queen**, Payroll Supervisor-Employee of the Month
- ii. **Nathaniel Burke**, Behind the Wheel Instructor-Employee of the Month

### **c. Budget Update (Ms. Janice Hillanbrand):** Ms. Janice Hillanbrand provided a very high-level overview of the structure of the WSTA budget, as well as the funding mechanisms and expenditures, and how this is looking for FY26.

The four main pieces of the WSTA budget are Transit Fund, PART Reimbursement, Trans-AID, and Fixed Route. Ms. Hillanbrand touched on ridership and what the cost of a rider looks like now versus what I looked like over the last ten years.



WSTA currently has a fleet of forty-five buses. There are twenty-eight, daytime bus routes, four connector routes, twenty-four Saturday service routes, and sixteen Sunday service routes.

She ended by giving an overview of capital projects for bus replacements.

*Below is a snippet of the Budget Update given by Ms. Janice Hillanbrand. If you would like a full-size copy of the presentation, please make your request by emailing Ms. Holloway at [teika.holloway@ratpdev.com](mailto:teika.holloway@ratpdev.com).*



**d. Monthly Service Update (Ms. Carol Patrick):** *Below is a snippet of the Monthly Service Update given by Ms. Carol Patrick. If you would like a full-size copy of the presentation, please make your request by emailing Ms. Holloway at [teika.holloway@ratpdev.com](mailto:teika.holloway@ratpdev.com).*



**e. Board Vision (Mrs. Kelly Garvin):** Mrs. Kelly Garvin and some of her staff performed a complex and detailed exercise with the Board. It was designed to find out the vision the Board has for this advisory body.



- f. The topics covered were:
    - i) The role of the WSTA Board
    - ii) What the Board members are interested in
    - iii) How the Board views WSTA today
    - iv) How the Board would like to see WSTA in 20 years
    - v) How the Board views Trans-AID today
    - vi) How the Board would like to see Trans-AID in 20 years
    - vii) WSTA's top challenges
    - viii) WSTA's current strengths
    - ix) WSTA's biggest opportunities
  - x) Ranking of the following priorities in terms of importance
    - (1) Technology
    - (2) Service Reliability
    - (3) More Frequent Service
    - (4) Systemwide Security
    - (5) Demand Response Services (e.g. Microtransit)
    - (6) More Routes/Expanded Service
    - (7) Vehicle Maintenance
    - (8) Bus Shelters and Improved Amenities
    - (9) Things the Board Would Like to do That is Being Done in Other Communities
- g. the Board's

## **Meeting Adjourned**

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**The meeting adjourned: 5:27 p.m.**  
Transcribed by: Teika Holloway  
October 2025