



**Pee Dee Regional Transportation Authority  
Board of Directors Meeting**

**Draft Meeting Minutes  
November 16<sup>th</sup>, 2023**

**Members Present:** Yolonda Dupree, Hattie Burns, Rebecca Gamble, Judy Alexander, Carolyn Gause, James Jackson

**Members Absent/Web Viewing:** Vivian Rogers, George Jebaily, Drew Huggins, Adell McManus-McCoy, Belva Britt, Tyron Jones

**Staff Present:** Samantha Mack, Chestly Morris, Ania Giannace Dixon, Will Johnson

**Guests:** None

**A.** James Jackson called the meeting to order at 12:04 pm

**B.** Invocation – James Jackson

**C. Approval of the Agenda:**

Agenda, as amended – motioned, seconded and unanimously approved.

**D. Approval of the Minutes:**

September 21<sup>st</sup>, 2023, meeting minutes – motioned, seconded and unanimously approved.

**E. Audit Review and Approval:**

Mr. Usefara presents the findings of the audit draft, which is still incomplete due to one final review. He projects the audit to be clean. The audit was performed independently and under government standards.

Under Condition the Final draft audit draft is CLEAN, approval, motioned, seconded, and unanimously approved.

**F. Public Comments:**

None

**G. Operations Report:**

Chestly Shared the report update. Top growth in Darlington, Marlboro, and Cheraw counties. Historical trend over the course of the past 5 years presented at the request of the Board. Has added Darlington County Demand and Response, as well as Darlington School district internship program. Optimistic of new services added in past few months and the new services to be added in the beginning of 2024.

**H. HR Report/Newsletter**

Ania shared update. Saw a large spike in new hires. Participated in several job fairs and title 6 engagement events. Steady flow of applicates in August. Still hiring several positions; some vacancies filled with later start date. Several job fairs planned for the upcoming weeks. Announced employee assistance program which is partnered through Trinty Behavioral. Employee Shout out for Gloria Whitehead.

**I. Committee Reports:**

None.

**J. Safety Report:**

Chestly Shared the report. Through riding along and training lowest number of accidents in years. Insurance premiums have decreased along with repair and maintenance costs. Extensive training including CPR and human trafficking.

Question asked regarding the training program used, the program used in RTAP training program. Response of board getting an overview of the training program being used in a future meeting.

Question asked regarding AED locations, training, and if AEDs are located on every bus. – will follow up

**K. Financial Report 1<sup>st</sup> Quarter:**

Sam shared the report. Addition of Hartsville ADA demand and response will operate and no cost to riders. A higher percentage of ridership this quarter due to increased services. Several governmental agencies increased allotment this FY out of recognition of the importance of public transit. New bus wraps for FDTC, FS1, and Pepsi are to be installed. Several challenges faced this quarter are understaffing, and preventative maintenance cost.

**L. Old/Current Business:**

**a. Service Update**

- A. Darlington County Internship -- Chesterfield services planned to be expanded in 2024. Delayed by 2 weeks.
- B. Chesterfield County – Public Hearing in Pageland, Jefferson, Mc bee. Another is to be held in Chesterfield. More planning to ensue. The possibility of Pageland express and a 2-asset reverse route that will pass through every municipality.
- C. Hartsville Demand/Response- Byerly Foundation providing funding to start Demand/response service in Hartsville, and funds for a new ford Transit van.

**b. CAD/AVL Update**

- i. RFP has been issued for a new system. It is the software used to manage the assets. The RFP has been issues to explore options to improve that area of operations.

**M. New Business:**

**a. Regional Rodeo on 11/11/23**

- i. Sam shared that the rodeo hosted by Coast RTA in Myrtle Beach was a huge success for PDRTA drivers. Two drivers who competed won first place titles. Tiesha Davis won 3<sup>rd</sup> place in the Transit van Category. Johnathan Bennett won 1<sup>st</sup> place in the 35ft Bus category and Bonita Clark won 1<sup>st</sup> place in the Cutaway category. It was Bonita's first competition.

**b. SCDOT**

- i. There has been a restructuring at SCDOT with the dismantling of the office of public transit. An effect has been the hindering of pace on returns. With a majority of PDRTA services being rural this has a great impact on state funding.

**N. Executive Director's Comments:**

Don thanked the board for their dedication of employees and for the board's direction, allowing us to keep things moving.

**O. Chairman's Comments:**

Mr. Jackson thanked everyone for coming; the physical attendance makes a difference.

**P. Adjournment:**

Motion was made, seconded, and unanimously approved. Meeting adjourned at 1:51 pm.

**Respectively submitted,**



**Don Strickland  
Executive Director**