



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

**Draft Meeting Minutes
April 18th, 2024**

Members Present: Tyron Jones (Chairman), James Jackson (Vice-Chairman), Carolyn Gause, Yolonda Dupree, Hattie Burns, Vivian Rogers, Belva Britt

Members Absent: George Jebaily (Virtual), Rebecca Gamble, Drew Huggins, Adell McManus-McCoy

Staff Present: Don Strickland, Samantha Mack, Chestly Morris, Ania Giannace-Dixon, Will Johnson, Tavorous Collins

Guests: None

A. Chairman Tyron Jones called the meeting to order at 12:11 pm

B. Invocation – Tyron Jones

C. **Approval of the Agenda:**

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

D. **Approval of the Minutes:**

January 18th, 2024, meeting minutes – motioned, seconded, and unanimously approved.

February 20th, 2024, meeting minutes – motioned, seconded, and unanimously approved.

E. **Public Comments:**

None.

F. **Committee Reports:**

None.

G. **Operations Report:**

Chestly Morris, Director of Operations, delivered the report for January and February. Year to date ridership has increased 35% across all services. A question was asked pertaining to the ridership

levels of the Chesterfield demand-response service. To which Mr. Morris answered that the ridership has seen improvement since the service began, a focus on Chesterfield County to raise awareness of services will be addressed in coming months. A milage increase has occurred due to new services being started. Fuel costs have increased over January and February due to inflation costs. Overtime hours for drivers are up over the period due to shortage of drivers and expansive services. Overtime hours are being monitored to recognize any trends regarding safety and employee morale.

H. HR Report/Newsletter

Ania Guiannce-Dixon, HR Director, presented the HR report and newsletters. She began by going over the statistics for the month of February. A new metric was added to monitor equal opportunity data. Mrs. Guiannce-Dixon explained it will allow PDRTA to track diversity and inclusion data to better provide equal opportunity efforts. The HR department has attended several area job fairs to fulfill employment needs. Several openings are still available in the maintenance and operations departments.

I. Safety Department Report

Mr. Tavorous Collins, Director of Safety, delivered the report. The total number of accidents has decreased over the last four years. The decrease is due to increased training and innovative training programs as Mr. Collins explains. PDRTA administration took the American Red Cross CPR and first aid class to gain certifications for all staff. Mr. Collins also addressed safety policies regarding accident investigations which he explained all non-preventable and preventable accidents are investigated by the PDRTA safety department. A question was asked from the board as to the quantity and location of cameras on the vehicles. Mr. Collins answered that there are anywhere from 6-8 cameras on all PDRTA passenger carrying assets that monitor both external and internal angles.

J. Old/Current Business:

a. Chesterfield County Startup

Mr. Strickland stated the Chesterfield County routes had begun with the Pageland express starting soon. Mr. Strickland stated that awareness is a focus in Chesterfield County to spread the word and educate residents about the new and existing services within the county to increase ridership.

b. MUSC Black River Lake City Startup

Mr. Strickland Stated that the service began in February and the first two months of service has provided on 200 trips. The route is under constant review for improvements and increased accessibility.

c. RFP/IFB Procurement Update

A new CAD/AVL system has been procured to address current technical errors and update the digital integration for fleet tracking, monitoring, and hardware. This will allow for ease of compatibility amongst digital services and interfaces such as the PDRTA mobile app, website, and google maps. Mr. Strickland addressed the IFB for bus shelters that will lock in

pricing for two vendors for the next four years as many communities are looking to install bus shelters.

d. PDRTA 50th Anniversary Update

An invitation was extended to the board to attend PDRTA family Fun Day by Mr. Strickland. Mrs. Mack presented the board with bags containing PDRTA merchandise. Mrs. Mack explained what would be at the family day event and how many vouchers each employee and board member will receive. On June 13th, 2024, the board was invited to attend PDRTA's 50th Reception event.

e. TASC Legislative Reception

The TASC legislative reception was a success for PDRTA. Many Pee Dee legislators and PDRTA employees were able to attend. Sen. Reichenbach and Rep. Henegan were in attendance to receive awards. Mr. Strickland extended his gratitude to the board members who were able to attend.

K. New Business:

a. Nepotism Policy

Mrs. Guianne-Dixon updated PDRTA's nepotism policy regarding Hiring and familial relations. Mrs. Guianne-Dixon outlined the new changes before the board. She explained the new updates come to prevent situations from arising by providing more detailed policies.

b. SC Code of Laws Section 58-25-60

Mrs. Strickland discussed the efforts of himself and Will Johnson, Outreach Coordinator, in engaging with municipalities about funding sources and ways to provide a more sustainable and reoccurring funding method for PDRTA. Mr. Jebaily offered some opinions on the historical struggle of securing funding and how the progress is a snow to see but is having an impact throughout the Pee Dee.

L. Executive Director's Comments:

Don thanked the board for their attendance and for the board's direction, allowing PDRTA to keep things moving.

M. Chairman's Comments:

Mr. Jones thanked the employees in attendance for their dedication and service.

N. Adjournment:

Motion was made, seconded, and unanimously approved. The meeting adjourned at 2:20 pm.

Respectively submitted,



Don Strickland
Executive Director