



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

**Draft Meeting Minutes  
December 19th, 2024**

**Members Present:** Hattie Burns, Carolyn Gause, James Jackson, Vivian Rogers, Rebecca Gamble

**Members Web Viewing/Absent:** George Jebaily (online), Yolonda Dupree (online), Judy Alexander, Tyron Jones, Belva Britt

**Staff Present:** Don Strickland, Samantha Mack, Ania Dixon, Rachel McMillian, David Adorno, Kristin Pflieger

**Guests:** AD Jordan

A. Hattie Burns called the meeting to order at 12:02 pm.

B. Invocation – James Jackson

C. **Approval of the Agenda:**

Agenda – motioned, seconded, and unanimously approved.

D. **Approval of the Minutes:**

November 21st, 2024, meeting minutes – motioned, seconded, and unanimously approved.

E. **Public Comments:**

AD Jordan introduced himself as the Senator Representative for Tim Scott in the Pee Dee area. He expressed his gratitude for being allowed to join and offered his assistance should anyone need it.

F. **Operations Report:**

David Adorno, Transportation Manager, provided the Operations Report for December. He informed the Board that there were continued efforts being made to hire Drivers and Dispatchers. An emphasis has been placed on collaborating with local companies such as Ruiz Foods, Harbor Freight, Pepsi, and AESC to strengthen and sustain our partnerships. A few team members attended the AESC recruitment fair to promote PDRTA's services and workforce transportation options. We have been supporting Ruiz Foods with their new recruitment strategy that is focused on Puerto Rico. We

have also been developing a strategy to increase accessibility in areas and counties like Marlboro, Bennettsville, Marion, and Florence Industrial Parks.

**G. Executive Director Report:**

Don Strickland, Executive Director, briefly reviewed the Executive Director's report.

**H. HR Report & Newsletter**

Ania Giannace-Dixon, HR Director, shared the HR Report for November. We ended November with 69 employees and hired 1 dispatcher.

Ania then shared the highlights from the HR Newsletter. She shared a recap of our Passenger Appreciation Week, End of Year Celebration, and the Pageland Elementary Multicultural Community Fair. She shared a list of the positions we are hiring for and our employees of the month.

**I. PIO Update**

Don shared an update on what Lauren Leonard, Public Information Officer, has been working on. This includes several videos like our "Why I Ride, Why I Drive, and Why I Partner" campaign and a partnership video with Harbor Freight. Both videos will be shared at the upcoming TASC events.

**J. Committee Reports**

**a. FY24-25 Draft Audit Presentation**

The audit draft was briefly reviewed by the Board. A motion to approve the audit report was made, seconded, and approved, with the caveat that if there are any additional changes presented between this draft and the final draft, the report will come back to the Board to review and discuss. If any Board member has any questions, they can email them to Don or Samantha, Finance Director, and they will answer them in the following Board meeting.

**K. Old Business**

None.

**L. New Business**

**a. Policy #301 Classification Plan – VOTE**

Ania shared that the lead transportation inspector and deputy maintenance manger positions were added to the classification plan.

Policy #301 Classification Plan was motioned, seconded, and unanimously approved.

**b. Organizational Chart – VOTE**

Ania informed the Board that the Organizational Chart was updated to reflect the changes made in Policy #301 Classification Plan.

The Organizational Chart was motioned, seconded, and unanimously approved.

**M. Executive Session:**

None.

**N. Action Taken from Executive Session:**

None.

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

Don shared an update on a couple of grants that PDRTA is working on and thanked the staff and Board for attending.

**P. Chairwoman's Comments:**

Chairwoman Hattie Burns had a question about whether a bonus stipend was given to which Don shared that it was not going to happen. Don explained PDRTA's current funding model and how the FLATS study revealed that we are very under-funded in local funding. We are pushing for a penny tax and will be moving forward with spreading awareness.

**Q. Adjournment:**

Motion was made, seconded, and unanimously approved. The meeting adjourned at 12:46 pm.

**Respectively submitted,**

A handwritten signature in black ink, appearing to read 'Don Strickland', written over a horizontal line.

**Don Strickland  
Executive Director**

