



County of Moore Transportation Services

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SPECIAL MEETING
MCTS Transportation Advisory Board
Rick Rhyne EOC Office Lower Level/Conference Call
June 29, 2022, at 3:00 pm

AGENDA

- I. Introductions- Deb Holmes, Chair
- II. Roll Call – Deb Holmes, Chair
- III. Approval of minutes from February 16, 2022, meeting - Deb Holmes, Chair
- IV. Election of Officers- Deb Holmes, Chair

a) Election of Chairperson

Any voting member of the MCTAB may serve as an officer, except Moore County Employees shall not be allowed to serve as Chairperson or Vice-Chairperson due to potential conflicts of interest. Moore County Employees may serve as Secretary.

b) Election of Vice-Chairperson

MCTAB officers will follow a natural progression every year, except for Moore County Employees serving as Secretary. The Vice-Chairman will advance to Chairman, the Secretary will advance to Vice-Chairman and the Secretary will be elected by a majority vote and will serve a one-year term.

c) Election of Secretary

MCTAB officers will follow a natural progression every year, except for Moore County Employees serving as Secretary. The Vice-Chairman will advance to Chairman, the Secretary will advance to Vice-Chairman and the Secretary will be elected by a majority vote and will serve a one-year term.

- V. Financials -Deb Holmes, Chair
 - 1. Budget-FY21-22 Updates- Sonia Biggs
 - 2. ROAP - Sonia Biggs
 - 3. CARES Act Program - Sonia Biggs
 - 4. POP Extension Update – Sonia Biggs

- VI. New Business -Deb Holmes, Chair
 - 1. Transportation Technology – Sonia Biggs
 - 2. Staff updates – Sonia Biggs
 - 3. Next meeting August 17, 2022

- VII. Adjourn - Deb Holmes, Chair

**MCTS Transportation Advisory Board
Meeting Minutes**

Date: February 16, 2022

Time: 3:00 PM

Location: Rick Rhyne Lower Level EOC Office

Voting Members Present: Deb Holmes, Bryan Phillips, Kimmie Dowdy, Kelly Green

Voting Members via Conference Call: Sean McCormick, Maria Campbell, Terri Prots.

Voting Members Absent: Yvette Ausby, Anthony McCauley, Bob Huber.

Ex-official Members Present: None

Moore County Staff Members Present: Sonia Biggs.

Moore County Staff Members via Conference Call: Caroline Xiong, Tron Ross.

A quorum was present; the meeting was called to order at 3:14pm. Presiding over the meeting was Deb Holms (Chair).

I. Introductions:

All attendees gave a brief introduction, roll call complete for all attendees in the Rick Rhyne EOC Office Lower Level and via conference call

II. Approval of Minutes from November 17, 2021, Meeting:

Kelly Green made a motion to approve the November meeting minutes and seconded by Sean McCormick. Motion carried.

III. Financials:

Sonis Biggs provided updates on:

- a. The 21/22 transportation budget.
- b. The Rural Operating Assistance Program (ROAP) and CARES Act program for Moore County.
- c. The POP (Period of Performance) Extension.
- d. The CARES Act Program.

IV. New business

Sonia Biggs discussed the updates to the MCTS Policies that had been shared with the group. There was no discussion.

Kelly Green made a motion to accept the changes. It was seconded by Bryan Phillips. All approved. Motion carried.

The next meeting date will be May 18, 2022

V. Adjournment

A motion was made by Terri Prots to adjourn and seconded by Kelly Green. Motion carried unanimously.

Meeting adjourned at 3:40pm

Approved by BOC FY21/22 Budget

Expenses	Budgeted	Amount Expended FY21/22 as of Mar 31
Salaries-Full Time/overtime	\$406,180.00	\$274,357.71
Salaries-Part Time	\$40,697.00	\$5,465.78
Longevity	\$7,930.00	\$4,298.00
FICA/Medicare	\$34,186.00	\$21,126.22
Retirement	\$50,989.00	\$32,445.85
401K Retirement	\$13,406.00	\$7,551.50
Health Insurance	\$122,200.00	\$64,449.46
Unemployment Cost	\$955.00	\$716.25
Workers Comp	\$20,806.00	\$15,604.50
Life Insurance	\$1,448.00	\$1,043.67
Workers Comp Claims	\$1,875.00	\$1,406.25
COLA	\$9,105.00	\$0.00
Capital Outlay	\$204,509.00	\$116,435.66
Uniforms	\$3,500.00	\$1,546.61
Office Supplies	\$3,500.00	\$1,157.39
Janitorial Supplies	\$3,567.00	\$687.24
Travel/Training	\$7,500.00	\$4.79
Telephone	\$4,580.00	\$1,740.85
Advertising	\$6,400.00	\$491.25
Drug Testing	\$700.00	\$416.50
Motor Vehicle Reports	\$1,000.00	\$0.00
Equipment Leases	\$19,000.00	\$15,316.50
Insurance	\$40,000.00	\$40,000.00
Liability/Property Insurance	\$4,812.00	\$3,609.00
IT Assessment	\$10,582.00	\$7,936.50
Property Management Assessment	\$128,059.00	\$96,044.25
Wellness Works Assessment	\$6,500.00	\$4,875.00
General Fund Assessment	\$38,991.00	\$29,243.25
Dues/Subscriptions	\$500.00	\$500.00
Professional Services	\$4,000.00	\$1,891.69
Office Equipment	\$3,000.00	\$0.00
TOTAL BUDGETED	\$1,200,477.00	\$750,361.67

Revenue	Budgeted	Revenue Received for FY21/22
Sale of Capital Assets	\$1,000.00	
User Fees (contracts)	\$436,725.00	\$320,955.65
ROAP User Fees (tokens & APines)	\$40,000.00	\$28,680.52
5311 Admin Grant	\$265,387.00	\$46,444.00
5311 Capital Grant	\$91,864.00	\$0.00
APPR Fund Balance	\$102,790.00	\$0.00
5311 General Public	\$160,721.00	\$123,496.00
EDTAP	\$101,990.00	\$115,209.00
5311 CARES	\$0.00	\$29,692.00
TOTAL BUDGETED	\$1,200,477.00	\$664,477.17

Estimated End Budget Total **-\$85,884.50**

DSS	\$50,395.52
Aging	\$187,245.74
Monarch	\$51,092.51
Modvicare	\$30,433.91
OneCall	\$1,787.97



