



**GTA BOARD OF DIRECTORS VIRTUAL MEETING**  
 April 23, 2020  
**MINUTES**

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- Members Present:** Ms. Addy Matney (Treasurer), Mr. David Mitchell, Ms. Inez Morris  
 Mr. Dick O’Neill (Board Chair), Mr. Darren Scott, Ms. Amanda Warren (Vice Chair)
- Absent Board Members:** Mr. George Campbell
- Greenlink Staff:** Jasmin Curtis (Safety & Training Officer), James Keel (Transit Director), Nicole McAden (Marketing and Public Affairs Manager), Jason Sanders (Fleet Manager), Kayleigh Sullivan (Transit Planning Manager)
- Other City Staff:** Karen Crawford (Comptroller), Dorothy Dowe (City Council), Matt Efird (Deputy OMB Director, Budgets), Micah Snead (Senior Accountant)
- Others in Attendance:** Asangwua Ikein (County)

**Mr. Dick O’Neill, GTA Chairman, called the meeting to order at approximately 12:30 p.m.**

**Quorum established.**

**ACTION ITEMS**

**Ms. Addy Matney made a motion to approve the February 11, 2020 GTA Work Session Minutes. Ms. Amanda Warren seconded the motion. There is no opposition. The motion carries.**

**Ms. Addy Matney made a motion to approve the March 26, 2020 GTA Board of Directors Meeting Minutes. Ms. Amanda Warren seconded the motion. There is no opposition. The motion carries.**

**No Public Comment related to items on the agenda.**

**Director’s Report (James Keel):**

- Later hours implementation delayed due to COVID-19. Hiring slowed down in response to pandemic.
- Route changes public engagement process began. Staff feels changes to Routes 501 and 507 will be viewed positively. We expect some push back on Rt. 504. Staff is sending out notices to medical facilities on this route for public comment.
- “Low-No” and 5339B grants have been submitted. FTA had granted 30-day due date extension.
- The third and final reading for land donation by Greenville County is scheduled for May 5. There is a public hearing before they vote on it.
- We are making traction on procurements.
- No progress on holiday routes, staff should have sometime in the next couple of meetings.
- With COVID-19 recovery, we are contemplating fare collection resuming on May 1. With our cleaning efforts, drivers wearing masks, and asking riders to wear mask, we feel we are in a good place. This coincides with retail reopening.
- Staff is considering offering CU-ICAR and Clemson credit on the Route 602 contract with Greenlink. CU-ICAR is essentially closed. Clemson University will only have online classes this summer. We are now only running one bus with 60-minute frequency and our operating costs have been cut in half. We are contemplating resuming 30-minute service May 1. Staff will reach out to CU-ICAR regarding the credit and contract. CU-ICAR, Clemson University and Bon Secours fund this route.
- We are not opening the lobby to public. Staff remains healthy. City put Mandatory temperature reading into place. Sneeze guards will be used when cold weather returns. We also provided masks to ADA passengers.
- Trolley network redesign is moving forward. Signs have been ordered which give instructions for riders on how to use the app and show the hours of operation. We are adding route numbers and Stop IDs. Signs should be up by mid-May.

**Action Item: Sale of Paper Punch Passes Transferred to other Fare Products – (Presented by Marketing & Public Affairs Manager Nicole McAden)** - This was discussed last Friday at COW meeting. Staff recommends either transitioning from paper punch passes to TouchPass electronic ticketing or 20 ticket booklets with tear off passes. Ms. McAden gave pros and cons of each option.

**Mr. David Mitchell made a motion to eliminate paper punch passes. Ms. Inez Morris seconded the motion. There is no opposition. The motion carries.**