

**Transylvania County Transportation  
Advisory Board  
November 13, 2024, at 2:00 PM**

**MINUTES**

**CALL TO ORDER**

- I. **WELCOME:** Amy Freeman, Vice Chair, called the meeting to order at 2:02 PM. Greta Gosnell, Sabrina Griffin, Jeff Adams, Deb Haight were present in the room. Members present on Zoom were Abby Incze, Amy Freeman and Carla Hill. Absent was Shelly Webb, Sara Daughtry, Traci McCormick and Vicki Eastland (excused). A quorum was present. Darby Terrell, Planner was present as well on Zoom.
  
- II. **AGENDA MODIFICATIONS:** Ms. Amy Freeman approved to add Driver Highlights to the Consent Agenda, per staff's request.
  
- III. **CONSENT AGENDA**
  - A. Minutes (May 8, 2023)
  - B. Transportation Updates
    - i. Transportation during the aftermath of Hurricane Helene
    - ii. Silver Squirrel Update
    - iii. Increasing Advertising via Radio Ads
    - iv. Driver Highlights

Mr. Adams informed the board of the role that the Transportation department played in the aftermath of Hurricane Helene. Mr. Adams also informed the board he had applied for more funding for the Silver Squirrel voucher program, he had asked for a total of \$10,000. Ms. Terrell mentioned the department had recently signed up for advertising through one of the local radio stations. Mr. Adams informed the board of the passing of one of our van drivers Mr. Ray Eugene Evans, his passing happened before the storm. He also highlighted that another van driver Mr. Jim Dagle will be retiring in December. The department is trying to post the position and have it filled before he leaves.

Ms. Freeman motioned to approve the minutes as presented, seconded by Ms. Deb Haight. The motion passed unanimously.

**IV. ORGANIZATIONAL MEETING**

- A. Election of Chair and Vice Chair

Ms. Terrell opened the floor for nominations for Chair and Vice Chair. She briefly went over the requirements for each. Ms. Greta Gosnell motioned to nominate Sabrina Griffin as Chair and Amy Freeman as Vice Chair; it was seconded by Mr.

Jeff Adams. The motion was approved unanimously.

**V. OLD BUSINESS: [Presentation Slides](#)**

- A. Q1 FY25 Transylvania County Operational Statistics
  - i. Quarter Breakdown Summary of Demand Response
  - ii. Fixed Route Summary

Ms. Terrell went over the organizational statistics for the previous quarter. She highlighted that compared to last fiscal year there was an overall uptick this quarter for our vans Demand Response ridership. Ms. Terrell suggested that it may be due to opening the voucher program that was originally only cab rides to use the minivan. She stated there were lower numbers for cab ridership this quarter. Ms. Terrell brought the board's attention to the drop in ridership in September, which could have easily been caused by the disaster. The TAB discussed the numbers presented.

- B. Unified Grant Application for FY26 and ROAP Update

Ms. Terrell updated the board that the department was working with Abby Incze in finishing up the application FY26 for both the UGA and ROAP. Due to the storm NCDOT decided to push back the deadline for both applications to the end of November. Ms. Incze agreed that she is going to be submitting the applications in the next two weeks.

- C. Fixed Route Rerouting Update

Ms. Terrell updated the board on the recent survey results, with the help of Mr. Jeff Adams. Mr. Adams informed the board they wish to improve the Fixed Route, but the timetable presented was not set in stone. Staff wishes for input from the board on how they proceed. During discussion members directed staff to create a condensed survey with 3 to 5 questions to clarify what the riders would want to see changed. As well as discussion on potentially having a goal to extend the Fixed Route to rural areas. There was also discussion of the need for board members riding the Fixed Route to familiarize themselves with the service.

- D. Land of Sky – RPO: There was no update from the Land of Sky RPO.

**VI. NEW BUSINESS**

- A. TAB Meeting Date Discussion

Ms. Terrell informed the board of her conversation with Ms. Shelly Webb. Ms. Webb is unsure of her ability to regularly attend meetings and feels like she should resign from the board. Ms. Terrell told the board she believes keeping Ms. Webb on the board is important even if her attendance is spotting because of the connection with Sharing House and the transit service. Ms. Freeman suggested she would keep Ms. Webb up to date. Ms. Terrell updated the board that with the respondents of the survey that was sent out to gauge other members want to change the meeting. The majority responded they would like to keep the current time and day of the meeting. The board agreed with that suggestion.

**VII. BOARD MEMBERS' COMMENTS:**

No comments were made.


**ADJOURNMENT**

Ms. Greta Gosnell motioned to adjourn the meeting at 3:33 PM, seconded by Ms. Amy Freeman. The motion passed unanimously.



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Darby Terrell, Planner



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Chair