

NORTH CAROLINA
COUNTY OF GREENE

The Greene County Board of Commissioners met in regular session on Monday, February 15, 2021 at 7:00 P.m. in the Wellness Center. Present for the meeting: Chairman Bennie Heath, Vice Chairman James T. Shackleford Jr, Commissioners Jerry Jones, Susan Blizzard, and Derek Burress, County Manager Kyle DeHaven, County Attorney Gay Stanley and Deputy Clerk Kathy Mooring.

A. Call to Order

Chairman Bennie Heath called the meeting to order, and asked Commissioner Shackleford to give the Invocation and lead the Pledge to the Flag.

B. Approval of Agenda

Chairman Heath asked for a motion to approve the agenda as is.

On motion by Commissioner Jones and seconded by Commissioner Shackleford, the Board voted unanimously to approve the Agenda.

C. Consent Agenda

Chairman Heath asked if there were any changes/modification to the Consent Agenda as presented.

On motion by Commissioner Jones and seconded by Commissioner Shackleford the Board voted unanimously to approve the Consent Agenda.

- February 1, 2021 Regular Meeting Minutes
- Releases/Refunds
- Budget Amendment; Transportation (5)
- Budget Amendment; DSS (2)
- Budget Amendment; Elections
- Budget Amendment; Health

Refunds: NCVTS Tax & Tag

Kelly Weaver Rouse	\$38.85				
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Releases: Ad Valorem Tax

Sherri Davis Creech	\$42.00				
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Refunds: Ad Valorem Tax

Hill, Dana	\$42.00	Hill, Tootsie	\$42.00		
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D. PUBLIC COMMENTS

None

E. PRESENTATION

1. Joy Brock, Director Greene County Public Health Department. Ms. Brock gave an update on the COVID-19 numbers for Greene County, testing and vaccinations. See attached.

2. Becky Sutton, Greene County Tax Administrator. Ms. Sutton presented the monthly collection report for January 2021. She asked the Board to order her to advertise the tax liens.

On motion by Commissioner Jones and seconded by Commissioner Shackleford the Board voted unanimously to approve the order for Ms. Sutton to advertise the tax liens.

Ms. Sutton then presented the schedule for the Board of Equalization and Review to meet per general Statutes. The schedule is as follows: The Board will convene Monday, April 12, 2021 at 6 p.m. and will meet as needed on April 13th, 14th, and 15th at 6 p.m. as needed and will adjourn on Monday April 19, 2021 at 6 p.m.

On motion by Commissioner Jones and seconded by Commissioner Shackleford the Board voted unanimously to approve the Board of Equalization and Review Schedule as presented.

3. Emily Hardy and Cayln Taylor, FFA Chapter Secretary presented the FFA Week Proclamation for the Boards approval. Ms. Taylor went over what they will be doing for FFA Week as a whole.

On motion by Commissioner Jones and seconded by Commissioner Blizzard the Board voted unanimously to approve the FFA Week Proclamation.

4. Harold Thomas, Economic Development. Mr. Thomas presented a Proposed Replacement to the Business Incentive Grants Policy. See proposed replacement policy attached.

On motion by Commissioner Jones and seconded by Commissioner Shackelford the Board voted unanimously to approve the proposed replacement.

F. COUNTY MANAGER REPORT

1. Mr. DeHaven presented a recommendation from the newly established Greene County Transportation Committee for the Shine intersection. The recommendation is for flashing yellow lights when traffic is entering the intersection from Shine and/or Free Gospel Road. This is in addition to the reduced speed limit that is already in place

On motion by Commissioner Jones and seconded by Commissioner Shackelford the Board voted unanimously to approve the addition of the flashing yellow lights at Shine intersection when traffic entering from Shine or Free Gospel Road.

2. Mr. DeHaven next presented per request to review the Board/Committee appointment policy. He asked the Board for direction on what they would like to see. Commissioner Blizzard went over some areas that she sees where changes are needed. She stated #2 on the policy is not done quarterly and it was suggested that be changed to monthly and include advertised in local paper, on County Website and Social Media and at Commissioner's meetings. Commissioner Blizzard noted that she would like to see somewhere in the policy that once application is received and before presented to the Board that applicant personal information be blacked out. Commissioner Burress stated he feels in #2 of the policy remove when to advertise all together and advertise as needed. In #7 Commissioner Burress feels the Chair of the requesting Board to send notification of a Board member failure to adhere to the attendance policy. And in #10 if filling an unexpired term or probationary term. Commissioner Burress recommends sending the policy to department heads for any recommendations they may have. Commissioner Burress made a motion to give department heads a chance to look at this application and to take no further action tonight. Commissioner Blizzard asked that the county the applicant resides in be added to the application. She asked County Attorney Gay Stanley what is the legal standing on giving out personal information. Ms. Stanley stated there is no statute that covers that but there is a certain waiver of privacy when filling out applications like this that in doing so this information can be made public. But that we can make a point of not releasing information that could lead to cyber stalking or identity theft. Commissioner Shackelford is asking that if a board is asking for a reappointment even though the person has already served their number of terms allowed the Board of Commissioners should consider that request. Chairman Heath asked for a second on Commissioner Burress's motion to get Department Heads involved and take no further action tonight, second by Commissioner Shackelford, the Board voted unanimously to approve this motion.

Commissioner Blizzard asked about the Greene County Transportation Mask Policy. Chairman Heath stated that was for information only.

G. County Attorney Report

Ms. Stanley stated she read the Transportation Mask Policy and it is a well written policy and the policy references the Presidents Executive Order and other Directives that refer to ADA Compliances and give the necessary guidance for our Transportation Department.

H. Commissioner's Report and Recommendations

Commissioner Blizzard asked for an update on the Farmers Market situation. Mr. DeHaven stated he has been working on this and has found that the Farmers Market is Duke Energy and the lines running to outside lighting are Pitt and Greene and he is working on this. Commissioner Blizzard also asked about the AMR program and stated she had asked for an update on that. Mr. DeHaven stated he has been looking into that with David Jones and Mr. Jones could not make it tonight but will be on the agenda at the March 1st meeting. Commissioner Blizzard asked about evaluations on the housing programs, she wanted to know if there is such a thing. Mr. DeHaven stated he would check into this. Commissioner Burress thanked the staff in securing funding for the 2021 ESFRLP program. He also congratulated Greene County residents Donald Clark and the Taylor Family (Bobby) for their accomplishments this past year with the USTA. Donald Clark was named USTA, Jr. Team Tennis Local Coordinator of the Year and the Taylor family was named USTA Family of the Year. The Arendell Parrot Academy held their annual Hall of Fame ceremony last week and two Greene County residents Dr. Bert Bright and Matt Beaman were inducted into the Hall of Fame. The FAB 40 Middle School Showcase was held in Jacksonville, NC this past weekend and Greene County Middle School had two student athletes to make the showcase: Isaiah Campbell and Shayquan Williams. Commissioner Burress spoke to House Majority Leader, John Bell. Representative Bell informed Commissioner Burress that he had recently met with the County Manager and he was made aware of many of the projects the county has in the works. Representative Bell also stated that he needs the county's list of funding requests in which the county wishes to receive funding for during the legislative session. Commissioner Burress advised the other Commissioners to watch their emails as they are getting spam emails. Commissioner Burress also asked for a phone system update for the Health Dept.

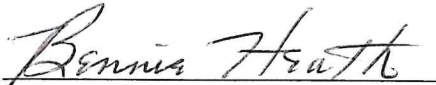
I. CLOSED SESSION – Economic Development

Motion by Commissioner Jones and seconded by Commissioner Shackleford, the Board voted unanimously to go into Closed Session.

Motion by Commissioner Blizzard and seconded by Commissioner Jones, the Board voted unanimously to come out of Closed Session.

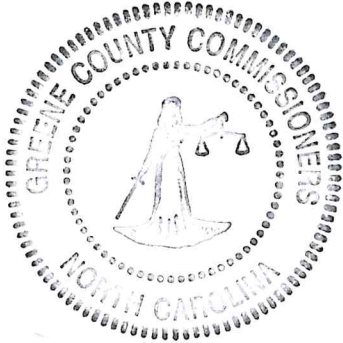
J. ADJOURN

On motion by Commissioner Jones and second by Commissioner Shackelford to adjourn the meeting, the Board voted unanimously to adjourn.


Bennie Heath, Chairman

Attest:


Kyle J. DeHaven, Clerk to the Board



The numbers

- Total number of cases to 2,070. Out of the 2,070 lab-confirmed positive cases to date, 1,943 of the individuals have recovered, are doing well, and are out of isolation. Greene County currently has 83 active cases. Out of the 83 active cases, the Health Department is monitoring 73 of those individuals, 2 individuals are housed in a congregate setting (i.e. correctional facility, long-term care facility) and the other 8 individuals are currently hospitalized. Greene County has had 44 deaths.

COVID-19 testing

- OptumServe is still providing testing at the Farmers Market on Mondays from 8 a.m. – 5 p.m. and Thursdays from 10 a.m. – 7 p.m.
- From November 2nd – February 11th, 1,321 individuals have been tested at the Farmers Market
- Positivity rate for all the testing in Greene Co = 7.6%

Vaccine information

- Our health department has received 2,900 doses of the Moderna vaccine
- Other enrolled providers in Greene County that are activated in the COVID Vaccine Management System include Greene Co Health Care and one of the correctional institutions
- In January, we transferred 300 doses to Greene County Health Care to be used for 1st dose vaccines. Last week, we secured another 300 doses for them to be used for 2nd dose vaccines (sent to them this week).
- As of Friday afternoon, our health department has administered approximately 2,300 doses.
- Around 450 individuals have received their 1st and 2nd doses. (total 900 doses)
- Our health department has not wasted any doses of vaccine.
- Thursday of every week, health departments are notified of how much vaccine they are getting for the next week. Friday of every week (12 p.m. deadline) we have to complete the survey to accept or decline the allotment. We usually receive the vaccine on Monday or Tuesday of the following week.

- As of last Thursday, we have about 1,200 individuals on the wait list and those are individuals in Groups 1 (healthcare workers and long-term care staff and residents) & 2 (65 and older).
- As you know, Governor Cooper made his announcement last week about Group 3 (School and Childcare workers) being eligible for their vaccine beginning on Feb. 24. I have communicated to both the Superintendent of Greene County Schools, Patrick Miller, and Lenoir/Greene Partnership for Children Executive Director, Edward Chisolm, that we will not be ready to begin vaccinating on this date unless the State sends us vaccine earmarked specifically for that group. We need to vaccinate our wait list of Groups 1 & 2 before we move on to school and childcare workers. The School Superintendent and PFC Executive Director have already started collecting data so we know how many vaccines we'll need.
- Vaccine is limited, but we are hopeful that supply will continue to increase. Our main goal is to vaccinate everyone who is interested in receiving the COVID-19 vaccine as quickly and efficiently as possible.

We encourage everyone to keep doing the 3 W's – wear your face covering over your nose and mouth, wait 6 ft. apart and wash your hands

Information

- On our website at www.greenecountync.gov/health and our Facebook page @greenecountydepartmentofpublichealth

GREENE COUNTY BUSINESS
INVESTMENT PROGRAM FOR
COMPANIES WITH INVESTMENTS
LESS THAN \$2.5 MILLION
February 15, 2021

I. OVERVIEW

To expand economic development activities in Greene County, activities that will diversify the tax base, offer improved employment opportunities for its citizens and promote the economic growth and welfare of businesses and industries, the Board of County Commissioners has in the past provided programs to encourage the expansion and relocation of business. This Business Investment Program formalizes guidelines and establishes the parameters for local government economic incentives to encourage businesses, both existing and new, to make capital investments and create new jobs in Greene County.

II. PROGRAM PARAMETERS

The Business Investment Program requires a contractual agreement between the county and a company, and provides incentives based upon investment and job creation. When a company meets specific criteria, as outlined in the contractual agreement, a portion of their investment will be reimbursed by the county each year for up to five consecutive years.

Each project will be dealt with on an individual basis using guidelines established under the direction of the Board of County Commissioners. The guidelines for the program will be subjected to periodic review. Changing economic conditions may cause the Board of County Commissioners to modify, amend or even terminate the program subject to compliance with any Business Investment Program incentives in effect at the time.

Items for consideration in authorizing Business Investment Program incentives may include but are not limited to:

- the size of the project based upon investment in site development, plant facilities and infrastructure
- the number of and type of jobs created or saved
- the relationship between job development and total investment
- potential for future expansion and increased employment
- site specific issues that impact upon local infrastructure responsibilities
- site specific initiatives that may be pursued to stimulate other development in areas of the county may deem of significant benefit to the community

III. PROJECT QUALIFICATIONS

To be considered for the Business Investment Program a project will be required to meet certain basic criteria. These criteria are to be used as guidelines in project evaluations. Additional criteria may be applied to a specific project based upon the terms of the agreement between the business and county.

- Maximum investment not to exceed \$2.5 million
- Projects in Greene County (not in municipality). Municipalities can have their own program that would be in addition to what the county grants.
 - ❖ Investment incentive \$1,000 per \$100,000 investment
 - ❖ Jobs incentive \$400 per job

**GREENE COUNTY BUSINESS
INVESTMENT PROGRAM FOR
COMPANIES WITH INVESTMENTS
LESS THAN \$2.5 MILLION**

EXAMPLES

GREENE COUNTY

\$1,000.00
\$ 400.00

Incentive Per \$100,000 Investment

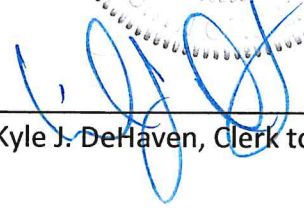
Incentive Per Job

PROJECT		INCENTIVE			
Investment	Jobs	Investment	Jobs	Total	Pay Back Years
\$ 500,000	5	\$ 5,000	\$ 2,000	\$ 7,000	1.87
\$ 500,000	20	\$ 5,000	\$ 8,000	\$ 13,000	3.47
\$1,000,000	10	\$ 10,000	\$ 4,000	\$ 14,000	1.87
\$1,000,000	30	\$ 10,000	\$ 12,000	\$ 22,000	2.93
\$2,000,000	15	\$ 20,000	\$ 6,000	\$ 26,000	1.73
\$2,000,000	40	\$ 20,000	\$ 16,000	\$ 36,000	2.40

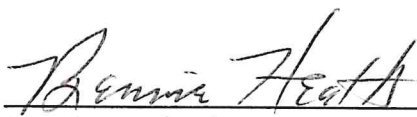
Approved and adopted at a regular meeting of the Greene County Board of Commissioners on the 15th day of February 2021.



ATTEST:



Kyle J. DeHaven, Clerk to the Board



Bennie Heath, Chairman
Greene County Board of Commissioners

**GREENE COUNTY
BUSINESS DEVELOPMENT INCENTIVE GRANT PROGRAM
FOR NEW AND EXISTING INDUSTRIES**

I. OVERVIEW

Greene County has adopted the following Development Incentive Grant Program for the purposes of recruitment and of expansion of business and increasing economic growth. The objectives of the grant program are to expand the tax base, to provide quality jobs for Greene County's residents, to promote economic development, and to secure the economic well-being of all citizens of Greene County. The importance of sustaining and assisting with the growth of existing businesses is well-documented. The diversification that comes with the addition of new businesses to a county is needed to provide a broader economic base. The following paragraphs formalize Greene County's Incentive Grant Program.

II. PROGRAM PARAMETERS

The Business Development Incentive Grant involves a contractual agreement between Greene County and new or existing Businesses for a financial incentive grant based upon the actual value of qualifying new capital investment (as determined below in Section IV) and jobs created by such new or expanding businesses within Greene County. The project which qualifies for incentives will be secured by a contract between the grant recipient and Greene County. Such contract must identify the start date and completion date of the proposed project, which project shall not exceed two years in duration. The time period for a contract shall not be required to coincide with the County's fiscal year. Should conditions change such that the amount of the qualifying new capital investment is greater or less than the contracted amount, the financial incentive grants to be made hereunder will be adjusted accordingly on a pro-rata basis. Changes or additions to a project after a contract's completion date will require a separate contract. Multiple grants to one company may be granted as long as each project meets the criteria of the Greene County Incentive Grant Policy.

The maximum amount of the financial incentive grant will be determined in accordance with the provisions set out in Section IV and will be specified in the contract. In the event that a recipient actually makes a smaller investment than set out in the contract, the grant to be paid will be reduced accordingly. A qualifying (after depreciation) minimum investment of \$500,000 is required in order for a company to be considered for a Greene County Incentive Grant. The Greene County Board of Commissioners may consider awarding an incentive

grant should a company's investment fall below the minimum requirement the job creation and wages warrant such consideration.

For purposes of the incentive grant, the new capital investment will be assessed by the Greene County Tax Department on January 1, following the first year of completion. The financial incentive grant will be paid in five equal annual installments. The first of the annual installments will be paid 30 days after the grantee's tax payment for the then-current year has been received by Greene County; and after the grantee notifies the Greene County Tax Assessor its taxes have been paid, provided, however, that any annual grant installment may be delayed or withheld if the grant recipient is delinquent in the payment to Greene County of any taxes, utility bills, or other fees owed to Greene County.

The value of the qualifying new capital investment will be determined by the appraisers of the Greene County Tax Department on the basis of enhancements to Greene County's tax base. The Tax Department appraisers will consider only new investment in land, buildings, machinery, equipment, and personal property, subject to the following guidelines:

- a) For new construction or expansion of existing construction, the amount that qualifies for consideration in calculating incentive grants will reflect only the amount by which the new construction or expansion enhances the value of the property beyond its value prior to the project, except in regard to Shell Buildings outlined in section (d).
- b) The value of new investment in machinery, equipment, or other personal property eligible for consideration in calculating incentive grants will be limited to 70 percent of the amount of new investment in such property.
- c) For expansions of existing industries, the value of any machinery or equipment being phased out, replaced, or retrofitted as part of the project will be deducted from the value of replacement equipment in determining the amount that qualifies for consideration in calculating incentive grants.
- d) For Shell Buildings, the value of the property will qualify for consideration in calculating grants for the first buyer or tenant leasing for more than one year.

If a grant recipient shall close, terminate, or reduce its operation by fifty percent (50%) or more during the five-year period of the grant, all further payments will cease, and the Development Incentive Grant for the recipient will be null and void for future grants.

Each project will be considered in accordance with the aforesaid guidelines. The grant program may be changed or rescinded at any time but with the understanding that contracts outstanding at the time of such termination or change will be honored in accordance with the term of such contracts.

III. PROJECT QUALIFICATIONS

To be considered eligible for a Development Incentive Grant, a project must meet certain basic criteria. These criteria are to be used as guidelines in project evaluations. Additional criteria may be applied to specific projects based upon the terms of the contract between the grant recipient and Greene County.

Factors to be considered shall include but not be limited to the following:

- the size of the project based upon investment in site development, plant facilities, and infrastructure;
- the number and type of jobs created and the anticipated hourly wages to be paid;
- potential for future expansion and increased employment;
- site specific initiatives that may be pursued to stimulate other development in areas that Greene County may deem of significant benefit to Greene County.

IV. APPLICATION OF THE GRANT PROGRAM

- I. **Level I Grant (55%)** – for qualifying new capital investment by new or expanding businesses in an amount from \$500,000 to \$999,999.

The annual grant to be paid will be computed by multiplying the dollar amount of the investment (as determined by the appraisers of the Greene County Tax Department) by the current general county tax rate times 55%.

Example: \$500,000 (qualifying investment) x 78.6% or .00786 (current general county tax rate) = \$7,860 x 55% (Level I grant) = \$2,161.50 per year x 5 years = \$10,807.50 (Total Grant)

100% of appraised value of real property plus 70% (average depreciation factor over 5 years) of appraised value of personal property (machinery & equipment, furniture & fixtures, computers) times the current general county tax rate times 55% (Level I).

- II. Level II Grant (65%)** – for qualifying new capital investment by new or expanding businesses in an amount from \$1,000,000 to \$4,999,999.

The annual grant to be paid will be computed by multiplying the dollar amount of the investment (as determined by the appraisers of the Greene County Tax Department) by the current general county tax rate times 65%.

Example: \$1,000,000 (qualifying investment) x 78.6% or .00786 (current general county tax rate) = \$7,860 x 65% (Level II grant) = \$5,109.00 per year x 5 years = \$25,545.00 (Total Grant)

100% of appraised value of real property plus 70% (average depreciation factor over 5 years) of appraised value of personal property (machinery & equipment, furniture & fixtures, computers) times the current general county tax rate times 65% (Level II).

- III. Level III Grant (75%)** – for qualifying new capital investment by new or expanding businesses in an amount from \$5,000,000 to \$9,999,999.

The annual grant to be paid will be computed by multiplying the dollar amount of the investment (as determined by the appraisers of the Greene County Tax Department) by the current general county tax rate times 75%.

Example: \$5,000,000 (qualifying investment) x 78.6% or .00786 (current general county tax rate) = \$39,300.00 x 75% (Level III grant) = \$29,475.00 per year x 5 years = \$147,375.00 (Total Grant)

100% of appraised value of real property plus 70% (average depreciation factor over 5 years) of appraised value of personal property (machinery & equipment, furniture & fixtures, computers) times the current general county tax rate times 75% (Level III).

- IV. Level IV Grant (85%)** – for qualifying new capital investment by new or expanding businesses in an amount of \$10,000,000 to \$24,999,999.

The annual grant to be paid will be computed by multiplying the dollar amount of the investment (as determined by the appraisers of the Greene County Tax Department) by the current general county tax rate times 85%

Example: \$10,000,000 (qualifying investment) x 78.6% or .00786 (current general county tax rate) = \$78,600 x 85% (Level IV grant) = \$66,810 per year x 5 years = \$334,050.00 (Total Grant)

100% of appraised value of real property plus 70% (average depreciation factor over 5 years) of appraised value of personal property

(machinery & equipment, furniture & fixtures, computers) times the current general county tax rate times 85% (Level IV).

- V. **Level V Grant (95%)** – for qualifying new capital investment by new or expanding industries in an amount of \$25,000,000 or more. This grant level may qualify for additional incentives such as but not limited to waiver of permitting fees, capacity development or tap fees, reduced land price if owned by Greene County, land clearing or preparation, etc. the additional incentives would come as a recommendation from a group consisting of the county manager, a county commissioner, and EDC board chairman.

The annual grant to be paid will be computed by multiplying the dollar amount of the investment (as determined by the appraisers of the Greene County Tax Department) by the current general county tax rate times 95%

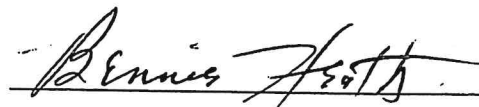
Example: \$25,000,000 (qualifying investment) x 78.6% or .00786 (current general county tax rate) = \$166,250 x 95% (Level V grant) = \$196,500.00 per year x 5 years = \$982,500.00 (Total Grant)

100% of appraised value of real property plus 70% (average depreciation factor over 5 years) of appraised value of personal property (machinery & equipment, furniture & fixtures, computers) times the current general county tax rate times 95% (Level V)

VI. PUBLIC HEARING

Upon receipt of a grant application, and prior to approval of such application, the Greene County Board of Commissioners shall hold a public hearing after due advertisement in accordance with the provisions of N. C. G. S. 158-7.1.

Approved and adopted at a regular meeting of the Greene County Board of Commissioners on the 20th day of March 2017.



Bennie Heath., Chairman

Greene County Board of Commissioners

ATTEST:



Kyle J. DeHaven, Clerk to the Board



NATIONAL FFA WEEK PROCLAMATION

Whereas, FFA and agricultural education provide a strong foundation for the youth of America and the future of food, fiber and natural resources systems; and

Whereas, FFA promotes premier leadership, personal growth and career success among its members; and

Whereas, agricultural education and FFA ensure a steady supply of young professionals to meet the growing needs in the science, business and technology of agriculture; and

Whereas, the FFA motto —“Learning to Do, Doing to Learn, Earning to Live, Living to Serve” —gives direction and purpose to these students who take an active role in succeeding in agricultural education; and

Whereas, FFA promotes citizenship, volunteerism, patriotism and cooperation.

Therefore, I do hereby designate the week of Feb. 20-27, 2021, as National FFA Week.

A handwritten signature in black ink, reading 'Dennis Heath', written over a horizontal line.

Signature

A handwritten date in black ink, reading '2-15-2021', written over a horizontal line.

Date



GREENE COUNTY TRANSPORTATION

PURPOSE:

Effective February 1, 2021, the Transportation Security Administration (TSA) mandated specific mask requirements to prevent the spread of COVID-19. This mask requirement is a result of President Biden's Executive Order 13998, issued January 21, 2021. On January 29, the Centers for Disease Control (CDC) issued its order *Requirement for Persons to Wear Masks While on Conveyances and at Transportation Hubs*, and on January 31, the TSA released Security Directive 1582/84-21-01. These orders require that public transportation workers and riders (2 years and older) wear face masks at all times while on public transportation vehicles or in public transportation facilities including airports, bus and train stations or stops. Individuals who do not comply with these requirements, must be denied boarding and/or removed from the transit vehicle and/or facility. TSA's definition of a mask does not include face shields. A mask means material covering the nose and mouth of the wearer.

POLICY:

Effective February 8, 2021, all persons on board Greene County Transportation (GCT) vehicles are required to wear a face mask that covers the nose and mouth of the wearer. Failure to comply with this directive will result in refusal of service. In accordance with the directives, GCT will apply the following procedures for individuals refusing to comply with instruction given by the driver with respect to wearing a face mask:

1. If an individual does not have a mask, one will be offered to him/her. If the individual refuses to wear the mask, the individual may be denied the ability to board a transit vehicle. If an individual is denied boarding, the GCT driver will contact either the GCT dispatcher or Director immediately to advise them of the current situation, and that the individual will be a no-show due to not complying with the mandated mask requirement.
2. During transit to the passenger's destination, if any individual refuses to comply with instruction by the driver to wear the face mask and/or wear the mask correctly, the driver, when the individual debarks the vehicle, will advise GCT's dispatcher or Director. The dispatcher or Director will contact the passenger's sponsoring agency. The agency will be asked to contact the passenger immediately to advise that when an GCT driver returns for pick up the individual must wear the mask correctly. If the passenger again violates the policy, the

agency will be notified to advise the passenger they are suspended until the individual can correctly follow the mask mandate.

3. If an individual is found to be within a transit facility and refuses to follow instruction given by management to wear a face mask, the individual will be asked to leave the facility.

In the event an individual's refusal to comply with the mask requirement constitutes a significant security concern, the driver is directed to contact GCT dispatcher or Director who will then contact the local police department to aid in gaining compliance. Additionally, should such an instance occur, the SAT Director will report the incident to the Transportation Security Operations Center (TSOC) at 1-866-615-5150 as directed by 49 CFR 1570.203.

This policy will remain in effect until such time as this mandate has expired or been rescinded.