



2205 Commerce Drive ♦ P.O. Box 185 ♦ Carrollton, OH 44615 ♦ Fax: 330-627-1088

**TRANSPORTATION ADVISORY COMMITTEE  
(TAC)**

**MEETING MINUTES**

Date: November 30, 2016

Time: 9:30 am

Location: Carroll County Transit Conference Room

NAME	AGENCY	PRESENT	ABSENT
Mathual Campbell	CCBDD		X
Cynthia Black	CCVSC	X	
Shawn Glasure	CCVSC		X
Tricia Green	CEVSD		X
Laura Hanna	CVCC		X
Ray Heaston	CCBDD	X	
Sue Henderson	CCCOA	X	

NAME	AGENCY	PRESENT	ABSENT
Deb Knight	CDJFS		X
Sonja Leggett	Transit		X
Vicky Peoples	Transit		X
Rachel Rinkes	Prob/Juv	X	
Jodi Shaw	CHCC		X
Weslee Warner	Southeast		X

Ms. Leggett opened the meeting asking for approval on previous minutes.

Motion was made by Mrs. Rinkes to approve the minutes from September 28, 2016, seconded by Mrs. Henderson, all in favor, motion carried.

**OLD BUSINESS:**

Ms. Leggett advised she is still waiting on approval from Medicaid on becoming a Medicaid Provider. Medicaid did a site visit in September and then in October we received the Notice of Operational Deficiency in which she was required to provide a lot of information for Federal exclusions and also a GED/diploma for every employee and she had one good business practice recommendation which was to have fireproof filing cabinets.

**NEW BUSINESS:**

Ms. Leggett advised we are still in a trial basis for our operating hours from 6:00 a.m. to 6:00 p.m. From September 1, 2016 through November 28, 2016, there were 98 new customers. From September 1 through November 22<sup>nd</sup>, there were 89 trips before 7:00 a.m. and 151 trips after 4:30 p.m. Transportation requests have included individuals requesting trips to and from their workplace. Mrs. Knight questioned when her trial period ends. Ms. Leggett replied the end of February 2017 and then she has to hold a public hearing and then wait for approval from State. Ms. Leggett questioned if everyone was good with the current operating hours and everyone replied yes.

Mr. Heaston questioned about how this will affect funding with Transit since her hours have increased; he was sure her expenses would too. Ms. Leggett replied since she hired 4 new employee drivers, she will be looking into asking ODOT for an amendment with operating cost. Also, she will be looking into the possibility of 4 new vehicles. Mr. Heaston questioned who does the maintenance work and Ms. Leggett replied our employees do all minor maintenance including oil changes. All major mechanical work and ODOT inspections are currently being done by Ron Ruegg Automotive.

Ms. Leggett advised she is not sure of the process that the departments have, for those who Transit contract with for their clients when they are requesting transportation to appointments, but she would like to see a better duration on appointments for the clients when noted on the request form that Transit receives. For example, the request for transportation form will state 2 hours for an appointment and 15 minutes after their appointment, they are calling to say they are done. We base our trips to and from on these duration times therefore, they need to be a little more accurate. Because, clients have to wait until our drivers are in the area to pick up because they may be on their way to their next pick up and can't be late for that which means the client whose appointment was only 15minutes instead of 2 hours will have to wait.

Ms. Leggett advised there will not be a meeting in December, but we will continue to have the meetings on the last Wednesday of every month unless advised otherwise. Due to the trial period ending in February, she asked if everyone would consider not meeting in February but resume every month thereafter. Mrs. Knight replied monthly is good and then it can be cancelled, if needed.

Ms. Leggett advised she is going to try to stay with the increase of \$1.75 per mile for the contracts for transportation. She will not be back billing for ones that have already been billed.

Ms. Leggett questioned if anyone had anything else to present to the committee, nothing was presented.

Motion was made by Mrs. Rinkes to adjourn @ 10:09 am, seconded by Mrs. Knight, all in favor, motion carried.

Minutes by:

*Vicky Peoples*