



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

**TRANSPORTATION ADVISORY COMMITTEE
(TAC)**

MEETING MINUTES

Date: March 29, 2017

Time: 9:30 am

Location: Carroll County Transit

NAME	AGENCY	PRESENT	ABSENT	NAME	AGENCY	PRESENT	ABSENT
Mathual Campbell	CCBDD		X	Deb Knight	CDJFS		X
Cynthia Black	CCVSC		X	Sonja Leggett	Transit	X	
Tricia Green	CEVSD		X	Vicky Peoples	Transit	X	
Laura Hanna	CVCC		X	Rachel Rinkes	Prob/Juv	X	
Ray Heaston	CCBDD		X	Jodi Shaw	CHCC		X
Sue Henderson	CCCOA		X	Weslee Warner	Southeast		X

Ms. Leggett opened the meeting stating there would only be discussion due to not having a quorum and the minutes will be approved at the next meeting.

OLD BUSINESS:

Ms. Leggett stated she is still waiting for approval from DODD for non-medical transportation certification. On October 24, 2016, a Plan of Correction was submitted and an amendment to that POC was submitted on 11/1/16. The POC was then accepted by Ohio Department of Medicaid (ODM) in a letter dated 11/9/16. Then, on January 9, 2017, she contacted ODM and spoke with a lady named Gwendolyn. She stated “Our Ohio Medicaid Application is still under review and they are into the middle of July (2017). Once approved we will receive an email from Ohio Medicaid welcoming us as a provider and it will also have our Medicaid Provider Number”.

As for operating hours, we are still in our trial basis. Ms. Leggett requested an extension from ODOT to our Service Hours Change trial basis through April 30, 2017. The original change was through February 28, 2017. This was approved by ODOT.

NEW BUSINESS:

In regards to the approved meeting dates that are set the last Wednesday of every month, it has currently been a task for us at the Transit due to various reasons. Ms. Leggett wanted to personally apologize for the missed meetings but all would understand the reasons after she goes through all of our new business. Not that she was making excuses but to start our 2017 year off, our operating system crashed on January 26, 2017 and we lost all of our data on the server for our dispatch system, therefore we had to enter all of January data by hand to get billing etc. out. (Luckily we still have paper documentation that gave us the same information). However, we did have to begin over again with inputting customers etc. as of 2015.

There were also several different reports due in the month of February i.e. new invoicing report is now due monthly instead of quarterly (which is due 2/15/17 for January); then 4th Quarter report period ending 12/31/2016 was due by 2/28/17; DAMIS Report due was 2/15/17; 4 year capital and operating plan due by 2/28/17; New 5339(b) grant application due 2/28/17.

In regards to our operating hours, a public hearing was held on 3/23/17 (last Thursday). Ms. Leggett presented the Board with the data comparison which included an evaluation of all aspects of the service change as to why the new hours should remain.

Month	Revenue Miles Billed	Time	E/H	General	Amount (9.7% increase)	Trips (16% increase)	E/H+G (15.2% increase)	Total Service Miles (15.7% increase)
09/2015	16,238	550:34:02	1,214	602	\$22,144.95	1,724	1,816	23,316
10/2015	16,063	540:46:42	1,173	571	\$22,096.04	1,614	1,744	16,574
11/2015	17,164	545:45:52	1,001	557	\$22,219.15	1,555	1,558	17,331
12/2015	18,503	596:43:05	1,124	595	\$23,511.85	1,676	1,719	18,843
01/2016	18,925	619:30:30	1,008	728	\$25,070.30	1,602	1,736	19,327
02/2016	17,170	552:41:46	1,044	626	\$24,242.30	1,591	1,670	17,342
TOTALS	87,410	3406:01	6,564	3,679	\$139,284.49	9,762	10,243	112,733
09/2016	22,221	735:15:03	1,322	735	\$28,624.20	1,969	2,057	22,536
10/2016	23,548	778:39:16	1,304	738	\$27,577.78	1,954	2,042	24,039
11/2016	21,134	711:52:38	1,237	733	\$25,172.14	1,874	1,970	21,727
12/2016	20,650	685:05:47	1,193	727	\$23,970.80	1,863	1,920	20,892
01/2017	20,740	738:27:00	1,241	684	\$24,641.33	1,878	1,925	21,168
02/2017	19,915	633:30:04	1,114	775	\$22,820.11	1,788	1,889	20,092
TOTALS	128,208	4281:20	7,411	4,392	\$152,806.36	11,326	11,803	130,454

* Comparison from September 2015 - February 2016 with September 2016 - February 2017 and we have increased our total passenger trips by 1,560 (15.2% increase).

* There have been 401 trips prior to the 7:30 a.m. start and 427 trips after the 4:30 p.m. times. (828 trips)

* Since September 2016, we have added 127 new customers.

* There was an increase of \$13,521.87 (9.7% increase) in 09/2016 - 02/2017 compared to the 09/2015 - 02/2016.

As for cancellation fares, currently, clients have to call by 8:00 a.m. to cancel transportation without incurring late fees. Therefore, there is a proposed service change with cancellations that must be received 2 hours prior to the scheduled pick up time or the individual will be considered a late cancel and will be required to pay half (1/2) of the cost of the scheduled trip.

As for wait time, currently there is no extra cost charged for waiting except those agencies under contract. Therefore, there is a proposed service change where the passenger will be charged an additional \$10/hour if the driver is needed to wait longer than one (1) hour and fifteen (15) minutes for the passenger. Examples include trips to Columbus, Cleveland or extended shopping trips etc.

This public hearing was held in accordance with ODOT regulations which included it to be held 30 days prior to the end of the trial period to determine feasibility of making the expanded service hours permanent. Also, we are now in our 30 day public comment period which is another regulation that needs done prior to seeking concurrence from ODOT to make these service changes permanent. This comment period will end April 24, 2017.

Ms. Leggett received approval of an Authorizing Resolution to submit an application for the purchase of vehicles for the 5339(b) Bus & Bus Facilities Discretionary Grant. The vehicle purchases were originally

going to be under the 5339 (Bus and Bus Facilities) but since Ohio was awarded \$6.6 million, they moved all 2017 vehicles to the 5339 (b) Grant. (This info was received 1/26/17 and needed submitted by 2/28/17). The 5339(b) application will be to purchase 2 Modified Mini Vans (MMV) at a cost of up to \$41,584 each and a Federal Share of \$37,426 each for a total project cost of \$83,168 with a total Federal Share of up to \$74,852 and a total local match of \$8,138.00. Vehicles must be ordered by April 15, 2017 or funds will be reallocated by ODOT as they see fit.

In regards to the TIGER Grant, (known as the 2015 Transportation Investment Generating Economic Recovery VII competitive grant program) now has a page on the Office of Transit website at <http://www.dot.state.oh.us/Divisions/Planning/Transit/Pages/Tiger-Grant.aspx> The information about the project can be found here and the material includes overview of the project, forms that will be used, survey results, and meeting information. On January 5, 2017, we attended presentations from 8 vendors for the scheduling and dispatching software systems. There was another meeting the week of February 27th. We discussed the current status of the project and the steps that we will be taking as we move forward. ODOT narrowed the vendors down to 3 and I am currently working on that application which needs submitted by Friday, March 31st. Also, this grant will be used to help Carroll County get broadband up and running throughout the county. There are also Mobile Drive Trip Broadband Maps on the aforementioned webpage. Included vendors were Verizon; T-Mobile; AT&T; & Sprint.

Ms. Leggett advised about there are proposed changes in the Governor's budget. There may be possible changes to Non-Emergency Transportation (NET) due to the state wanting to centralize non-emergency medical transportation for those on Medicaid. The state would first standardize companies qualified to provide transportation, then name a state broker who would connect patients with providers. If we lose NET that would be approximately \$33,700, which is what we received in 2016 for providing these services. NET income is about 10.96% of our budget. The Board of Commissioners are aware of these proposed changes and Kate Offenberger has been keeping in touch with her regarding any new information related to NET.

OTHER BUSINESS:

Next meeting will be held on **Wednesday, April 26, 2017 at 9:30 a.m.** at Transit building. She realizes that everyone has a busy schedule but she would like to have a quorum at this next meeting so we can approve the minutes from November 30th and March 29th meetings as well as the possibility of a vote on changing the meeting days from monthly to quarterly unless otherwise needed. Afterwards, she will be presenting this to the Board of Commissioners for their approval as well.

Minutes by:

Vicky Peoples