



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

## **TRANSPORTATION ADVISORY COMMITTEE (TAC)**

### **AGENDA**

Date: October 25, 2017  
Time: 9:30 am  
Location: Carroll County Transit Conference Room

- Call to order and roll call
- Approval of minutes from 4/26/17 and 7/26/17
- Old Business
  - DODD – Non-medical transportation certification
  - Operating hours
  - Meeting dates
    - last Wednesdays/month
  - No shows and late cancellations – must pay prior to next scheduled trip
  - 2 hours cancellation notice
- New Business
  - Deb Knight – resigned from the TAC Committee due to accepting another job
    - Kate Offenberger is filling in until a new appointment from her office is made
  - Need to appoint a new Vice President
  - TIGER Grant
- Other Business
  - Transportation Appeals Committee
- Adjourn



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**TRANSPORTATION ADVISORY COMMITTEE  
(TAC)**

**MEETING MINUTES**

Date: October 25, 2017

Time: 9:30 am

Location: Carroll County Transit

NAME	AGENCY	PRESENT	ABSENT	NAME	AGENCY	PRESENT	ABSENT
Cindy Black	CCVSC		X	Sonja Leggett	Transit	X	
Mathual Campbell	CCBDD	X		Kate Offenberger	CDJFS	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	

Other(s) present: Darlene Miller; Barbara Plunket; Kristen Yeager; John Rutledge

Ms. Leggett opened the meeting asking for approval on previous minutes from 4/26/17 & 7/26/17.

Motion was made by Mrs. Rinkes to approve the minutes from April 26, 2017 and July 26, 2017, seconded by Mrs. Henderson, all in favor, motion carried.

**OLD BUSINESS:**

Ms. Leggett advised about DODD - Non-medical transportation a certification email was finally received on August 10, 2017. Just to reiterate on a couple things Transit operating hours were approved to remain 6am-6pm; no shows and cancellations must be paid prior to the next scheduled trip; riders now cancel trips 2 hours prior to their pick-up without any penalties. The TAC committee will now meet on a quarterly basis.

**NEW BUSINESS:**

Ms. Leggett advised the following:

- Deb Knight resigned from the TAC Committee due to accepting another job and Kate Offenberger is filling in until a new appointment from her office is made.
- Since Deb Knight has resigned we will need to appoint a new Vice President.

Motion was made by Sue Henderson to appoint Rachel Rinkes as Vice President, seconded by Matt Campbell, all in favor, motion carried

- TIGER Grant (Known as the 2015 Transportation Investment Generating Economic Recovery VII competitive grant program) contract agreement with ODOT signed in the amount of \$92,610 in federal funds. Notice to Proceed from ODOT signed and a contract with CTS for the software and hardware have been signed. The first training was held on Wednesday, October 18, 2017, so we're moving along. We will be getting all new tablets that will replace the old/damaged tablets due to some getting overcharged due to being direct wired with power to them at all times. The wiring is already installed in each vehicle but will be different so the new tablets do not have power to them when the vehicle is turned off. All office staff went through on-line training of the new software and should be having a meeting with CTS to go over the on-line training that was done. CTS will be coming in a few weeks for on-site training. Mrs. Peoples was able to provide them with our current clients that CTS will be transferring over into the new software system.

## **OTHER BUSINESS:**

Ms. Leggett advised:

- The Transportation Appeals Committee was invited to attend our meetings if they are available just to have more input from the citizens.
- Advised committee about the Bed Bug infestation around the county (hand-out attached) which has been placed in all our vehicles for reference. Had to suspend one client which was in the best interest of Transit and the other clients we serve. She went through her protocol sending the client a letter to deny transportation at this time. She contacted the Health Department which advised they could not do anything since it is only a nuisance and that it does not spread diseases. She is denying the client until she receives a cleared certification from the exterminator.
- Next meeting January 31, 2018 @ 9:30 am then as follows 4/25/18; 7/25/18; 10/31/18 all at 9:30 am at the Carroll County Transit unless otherwise noted.
- Advised the committee about the stats from January 1, 2017 through September 30, 2017 compared to January 1, 2016 through September 30, 2016. Stats are as follows:
  - Miles billed 38,187 an increase of 21.7%
  - Actual time billed 1,113 hours an increase of 19.5%
  - E/H (Elderly/handicap) 189 individuals an increase of 1.7%
  - General Passengers 1,589 an increase of 28.8%
  - Amount (income) \$23,106.22 an increase of 10% - hired a full-time mechanic and another dispatcher/scheduler
  - Total Passenger trips 1,778 an increase of 10.7%
  - Actual miles 37,993 and increase of 21.3%
- Received updated emails for everyone

Mrs. Offenberger gave an update in regards to non-emergency medical transportation. There is conversation to move them to a state brokerage system which is supposed to start July 2018.

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

Motion was made by Mr. Campbell to adjourn @ 10:05 am, seconded by Mrs. Henderson, all in favor, motion carried.

Minutes by:

*Vicky Peoples*