

Coshocton County Coordinated Transportation Agency  
Minutes - Transportation Advisory Board Meeting  
March 12 @ 10 a.m. - CCCTA Conference Room - 401 Main St., Coshocton

- I. Welcome/Introduction – Valerie thanked everyone for coming to the first Board meeting of 2020. She asked that everyone please make sure to sign-in.
- II. Minutes from December 12, 2019 Meeting were passed out for each member.
- III. Office Update – Valerie stated that Mr. John Clark was put at full-time January 6, 2020; giving the agency 2 full-time drivers. Mr. Ray Massey was also recently hired as a part-time driver. Ms. Dawn McCloy was hired in the office as a part-time scheduler/dispatcher just about a month ago as well. Valerie explained that they are in the process of hiring one more driver, which will give them 9 part-time drivers total. She mentioned that they are sufficient on drivers, however with vacations and over-working some, they want to be able to give some drivers off a day or two per week, if needed.

Jay Kittell, Driver Manager, has now been with CCCTA since November 19<sup>th</sup>. Valerie stated that he has been doing great and that he keeps taking on more and more things within the office. He handles all of the vehicle maintenance requests and scheduling for those services. He also deals with the drivers on a daily basis and their needs and all of their phone calls during the day. Jay has been attending ODOT trainings to help Valerie with compliance as well as going to driver trainings to bring back to all of the drivers.
- IV. Transit Academy – Valerie told everyone she had been invited to participate in the 2020 ODOT Transit Academy. This is basically a comprehensive program of transit manager training. There're about 15 individuals from around the state that meet once per month for 5 months to learn about Managing transit systems. She stated that ODOT has been providing great training and conferences this year and have them scheduled throughout the entire year. All of the trainings themselves are free and ODOT has scholarships available to help pay for the travel costs which is great because then CCCTA only has to pay 20% of the mileage and hotel costs.
- V. Vehicles – Valerie explained that the three new vehicles CCCTA had been awarded during 2019 for 2020 were now not going to be awarded. She said that ODOT informed the agency that because they were awarded the Operating funding under 5311, that the vehicles awarded under 5310 would not be granted. Valerie remains hopeful that by working with ODOT and potentially another agency, they may be able to acquire vehicles because the agency desperately needs them. She stated the agency still has one MMV coming from under the 5339 funding which will be beneficial for the program.
- VI. Deviated Fixed Route – The new route has been running since February 7. Valerie mentioned that on the very first day they had Donna Smith, 91, ride and she continues to ride just about every Friday. She lives back behind the High-rise so John picks her up and usually takes her 2-3 different places. Tracy and Valerie both rode the first day and she couldn't stop saying how thankful she was for the new shuttle route. Usually the shuttle has a couple riders per day. Valerie said that she is hoping that as the weather gets nicer and word gets spread about how easy it is to ride, it will pick up.

ParaPass – Valerie explained they have the new electronic fare cards that people can come in and add money to in order to ride without actually having to pay with cash as they enter the shuttle. They will be sold here at the CCCTA office and passengers can come in and load money on them as they wish. Valerie mentioned that they are still waiting on the software company to complete some things for the route on their end so the passes are not able to be purchased just yet, but she believes they will be super useful.

Public Fares – Valerie explained that because CCCTA is now a public transit system, the agency is able to take requests for anyone to go pretty much anywhere. She stated that they will have in city fares and in county fares. Although she is still in the process of getting the public fare rates set, but they will be coming soon. Valerie mentioned that they will also have out of county fares based on mileage.

- VII. Coshocton Regional Medical Center – Valerie introduced Ms. Lisa Jackson from the Coshocton Regional Medical Center. Tracy and Valerie met with a few people from the Hospital a few weeks ago, including their Chief Executive Officer, and their Business Development and Marketing Manager to discuss how CCCTA could partner together with CRMC to get people to and from the hospital. Lisa agreed to sit on the Board to help grow the relationship and how the agencies can benefit mutually.
- VIII. Mobility Management Update – Valerie stated that Tracy has been doing lots of outreach in the community, going to different agencies and meetings to promote the new deviated route. She turned the meeting over to Tracy so she could give a MM update.
- IX. Discussion/Comments – Valerie asked if anyone had anything to share or questions about what CCCTA has been doing. She asked that members please let her or Tracy know if there are any meetings or groups of people they could speak to or reach out to in order to help educate community members on the new route and CCCTA's public system.

The COVID-19 pandemic was discussed. Mr. Shryock asked if the new Deviated Fixed Route should be postponed until further notice. Valerie stated that it wasn't a necessity and probably should be.

- X. Adjourn – Valerie thanked everyone for coming and stated that the next Board Meeting will be held Thursday, June 11, 2020 @ 10am. At 11:06 a.m. the meeting was Adjourned.