

Coshocton County Coordinated Transportation Agency
Minutes - Transportation Advisory Board Meeting
June 15, 2021 @ 10 a.m. via Zoom Video Meeting

- I. Welcome/Introduction – Valerie thanked everyone for attending the CCCTA board meeting. She apologized for the meeting date change, but Board of Revisions also had a meeting scheduled. In attendance was Ms. Christy Neighbor, Mr. Dane Shryock, Ms. Lisa Jackson, Ms. Becky Mason, Ms. Deb Hill, Ms. Kim Alton, Ms. Lisa Reed, Ms. Nicole Smith, Ms. Shanna Stanton, Ms. Sherri Gibson, Ms. Stephanie Murray, Ms. Tracy Haines and Ms. Valerie Shaw.
- II. Minutes from the March 18, 2021 meeting were emailed to each member prior to the meeting. Valerie asked that if anyone did not receive them or had questions/changes to please let her know.
- III. CCCTA Updates
 - A. Drivers – Warren Courtney retired his full-time position on April 30, 2021. He returned part-time on May 3, 2021.

Valerie explained that they have been trying to hire drivers; even attended the Job Fair on May 6, 2021 to hopefully find a few candidates, but so they have not had much luck. She explained that she is getting concerned because CCCTA has 4 new vehicles coming any day and no one to drive them.
 - B. Ridership – Seems to be increasing steadily. Valerie stated that most days rides average anywhere from 70-90 one-way trips. Individuals slowly seem to be going back to The Fuse.
 - C. Board Members – Ms. Danielle Raber recently left RHDD and Ms. Kim Alton has replaced her.
 - D. CTAA – ELA – Valerie has been accepted into the Community Transportation Association of America Emerging Leaders Academy class. The class actually kicks off Virtually in September and then we will meet in person when I attend the CTAA Expo in Richmond, VA in November. There is an opportunity to go to D.C. for a Policy day in Spring 2022.
- IV. CCCTA Grants/Applications
 - A. 2022 ODOT Grants – Valerie submitted all necessary ODOT Grant applications which were due April 30, 2021. CCCTA applied for 5311 operating funding which requires a 50% match, Capitalized Maintenance at a 20% local match and Mobility Management funding also at a 20% local match. She also applied for 5339 funding which if funded, will replace shuttle #3 and shuttle #4. Total federal ask for the 2022 ODOT Grant funding projects was \$647,597, with \$490,841 local share needed.
 - B. RCI Grant – CCCTA was allocated \$22,276 under the Rides to Community Immunity grant from ODOT to provide rides to COVID Vaccination clinics. However, since the funding wasn't allocated until April, ODOT has since stated that the Counties could use those funds for regular Medical trips as well.

Holmes County has no public transit system and their health department declined the RCI money; therefore CCCTA was allocated the \$25,575 allocated for Holmes County and has been

working with Tracy, trying to partner with Holmes County transportation companies to expend these funds and get their residents where they need to go.

C. 2022-2023 AAA Grant - Due July 15, 2021 so Valerie has been working on that.

V. Miscellaneous

- A. Billboards – Valerie stated she was excited to announce that they now have Billboards around the County! They signed a contract with Barnes Advertising for the next year. The first one went up on June 10th and each month it will move to a different spot in the county! As part of OMEGA's Media Outreach Campaign, they actually covered about 2/3 of the total cost!
- B. Shuttle Cameras Installed – The Coshocton Foundation had awarded CCCTA was a grant for \$15,650 to install camera systems in each vehicle. This was completed about a month ago and have been working great! The system even comes with a panic button so that the office can be made aware of a situation right away!

VI. Mobility Management Update

A. Office Status

- i. Budget – Tracy stated she had a \$28,136 carrying over from her 2020 CARES Act funding allocation that must be used by June 30, 2021. The funding will almost completely cover 2nd quarter MM expenses. The MM allocation for 2021 was 50/50 between traditional funding and CARES Act funding. The \$30,000 CARES Act allocation will carry the MM program into the 4th quarter of 2021 and potentially leave another significant carryover. It is unknown at this time if the carryover funds will be available to MM programs to be used in 2022.
 - ii. Advertising – Tracy has purchased a new logo flag for use at public functions. She is also looking to purchase a freestanding table banner and a tablecloth with both the MM and CCCTA logos as Tracy and Valerie attend many of the same public functions and often share a table. Tracy has placed ads in both the Coshocton Beacon and the Holmes County Bargain Shopper advertising free transportation under the RCI (Roads for Community Immunity) funding. Additionally, CCCTA has begun a 12-month billboard advertising campaign with Barnes Advertising. The Regional Media Outreach program supports this opportunity.
 - iii. Conferences/Trainings – Tracy stated she was very excited to have registered for in-person conferences and trainings. She and Valerie will be attending OPTA's Ohio Needs Transit Conference in September, the Peer Conference in October and the CTA 2021 Community Transportation Expo in Richmond VA in October. For the past year these opportunities were canceled or held virtually. Tracy provided DRIVE Training for 3 CCCTA drivers/employees and will attend a Trainer Update Course on June 22nd.
- B. ODOT Liaison – Pamela Pate was introduced at last week's MM round table as Olivia Hook's replacement. Pamela comes to us from another state agency (Community Development services) and is excited for the opportunity.
- C. Mentoring Program – Tracy has completed the mentoring program with Nicki Silver, Muskingum County MM, but continues to talk with her on a regular basis. Tracy is now

mentoring Jill Cunningham who is the new MM in Tuscarawas County. Jill has a background in the medical field and has hit the ground running.

- D. Surveys – Tracy stated it is once again time to conduct annual surveys that will be used as a tool in updating both the local and regional plans. The surveys help gauge where we are in meeting identified unmet needs but also helps to identify new unmet needs. The survey is available in paper form, QR code and link version. Tracy will share the survey with everyone later today.
- E. Holmes County RCI – Tracy and Valerie were approached by ODOT and asked to manage the RCI funding allocated for Holmes County. Tracy stated public transportation does not exist in Holmes County and wheelchair accessible transportation is not available for those in need. The Holmes Co. Department of Job and family services provides mileage reimbursement for those who are Medicaid eligible and have means of transportation and contracts with Thompson's Taxi for those who don't. Tracy has reached out to Thompson's Taxi, Precious Angel Transportation and The Holmes County Senior Center to obtain rates. Valerie is drafting Memorandums of Understanding between her office and the Holmes County providers. Once the MOU's are in place Tracy will be in the position to broker trips to the Holmes County providers. As Tracy mentioned before, ads were published in the Holmes County Bargain Shopper and she has begun to receive calls for more information/requests for transportation. This opportunity has shown us a huge gap in service in Holmes County. Valerie and Tracy are hoping this partnership is successful and may potentially lead to Valerie expanding services to include Holmes County.

VII. Old Business/Updates

- A. Employment Transportation Study – A kickoff meeting was held on June 2nd and Sixmo is currently conducting individual interviews. Tracy stated her disappointment in the list of employers provided to Sixmo by Dun and Bradstreet. The information was purchased by OMEGA and was extremely outdated. We will work on updating this information right away. Sixmo also developed an employer survey and an employee survey that will be used to obtain information. Tracy will share this survey with board members.
- B. Media Outreach Project – As previously discussed. CCCTA has contracted Barnes Advertising to create monthly billboards throughout the county.
- C. Personal Care Attendants – During our last meeting a board member shared an experience in which they were having a procedure that required them to have a personal care attendant present and wondered if there were any programs in existence to help. Tracy reached out to the AAA9 and learned there are several programs that have the ability to authorize a travel attendant to accompany individuals to medical appointments. AAA9 has diversified and operates programs for a wide variety of ages. Individuals can call and discuss needs/options with Intake and Assistance Specialists (800)945-4250. Tracy also reached out to the 41 MM's in Ohio and learned this is an unmet need across the state. If an individual is the spouse or widow of a Mason or an Eastern Star, the Ohio Masonic Resource Center may be of help. Deanna Kinney is the contact person (877)881-1623 DKinney@ohiomasonichome.org. Additionally, The National Aging and Disability Transportation Center (NADTC) has a webinar TrustedRide: A New Approach to Providing Transportation Assistance. Tracy feels these models may be beneficial in helping to initiate a program in Coshocton.

D. Multi-use Paths – Tracy heard on WTNS radio the City of Coshocton is initiating a multi-use path in the city of Coshocton using an old railroad bed. Tracy will reach out to Michelle Turner-Gantz who is the lead on this project. Tracy also submitted a proposal to OMEGA for consideration under the Regional Local Road Safety Project funding opportunity. The proposal included CR 621 from SR 36 to the village of Canal Lewisville. Tracy has personally witnessed pedestrians, bicyclists and individual using mobility devices along this busy stretch of roadway. Tracy stated with the many businesses, schools and a newly established church in the area, pedestrian traffic has increased. Tracy followed up with Kevin Buettner on June 7th and was told the projects had been discussed with the consultant team and with ODOT Districts 5 & 7 and would notify the project submitters for next steps soon.

- VIII. Discussion/Comments – Valerie asked if everyone wanted to continue meeting virtually or go back to in-person board meetings for the next quarterly meeting. A few people expressed that they were fine with meeting in person and Valerie stated that they would shoot for that! She then asked if anyone else had anything to share or update the group on. Mr. Shryock thanked both Tracy and Valerie for their continued efforts in moving their programs forward.
- IX. Valerie stated that the next Board Meeting would be held on September 9, 2021 in person! She mentioned that this is the second Thursday of the month, not the third like usual, because she and Tracy will be out of town at the OPTA conference in Akron during the third Thursday of the month.
- X. Adjourn – Valerie thanked everyone for coming to the Zoom meeting and wished everyone a great summer! At 10:31 a.m., the meeting was adjourned.