

Coshocton County Coordinated Transportation Agency
Minutes - Transportation Advisory Board Meeting
September 15, 2022 @ 10 a.m.
401 Main Street, Coshocton, OH 43812

- I. Welcome/Introduction – Valerie thanked everyone for attending the 3rd Quarter CCCTA board meeting. She asked that everyone please sign in and thanked those who could attend in person. Ms. Deb Hill, Mr. Dane Shryock and Ms. Kierra Branch were in attendance via Zoom. Attending in-person was Ms. Amy Crown, Ms. Shanna Stanton, Ms. Sherri Gibson, Ms. Kim Alton, Ms. Tracy Haines and Ms. Valerie Shaw.
- II. Minutes from the June 16, 2022 meeting were handed out to each member. Valerie asked that if anyone did not receive them or had questions/changes to please let her know. No one had any questions or changes to the minutes.

- III. CCCTA Update

- A. Admin – Rachel Shroyer, Scheduler/Dispatcher resigned at the end of July.

Charity Hunt who was hired to take Rachel's place did not make it through her probationary period and was terminated July 13, 2022.

Dawn Landis was originally re-hired on April 7, 2022 to handle the after-hours phone calls and then when Charity was terminated Valerie brought Dawn back into the office to help with phones a couple days a week.

Ryan Adams was hired back in March as a part-time driver, but has now transitioned into the full-time scheduling position.

- B. Drivers – Rob Ford hired 7/25/2022 part-time.

Warren Courtney has been off since April 11, 2022 due to a surgery, but still plans to return hopefully in November.

Valerie explained that she moved two part-time drivers to full-time in August in order to keep up with ride demand and attempt to keep drivers' hours down as much as possible. In the process of hiring one more full-time driver which will put us at 5 full-time. Valerie also mentioned that she just put an ad in the Beacon to hire more part-time drivers.

Valerie stated that the agency is extremely busy. She explained that they have worked so hard to get to where they are, it is hard to decline trips. Valerie said how they have been working full-time drivers overtime and part-time drivers fill-time hours, which is exhausting. Valerie decided to give every driver 1 day off each week that way they would have a break and be able to schedule their own appointments and plans.

- IV. ODOT Grants

- A. 2022 Budget Update – ODOT allowed agencies to do budget revisions for this year which allowed Valerie to be able to put more drivers at full-time and pay for their insurance costs as well as the increased fuel costs.
 - B. 2023 Awards – CCCTA was awarded everything requested for 2023: \$567,457 in operating assistance; \$29,100 in preventative maintenance; \$367,782 for 3 replacement vehicles and 1 expansion vehicle.
- V. Fair Booth – Valerie mentioned that the CCCTA/CCMM will once again be out in the back midway beside the Garden Patch at the Fair. She invited everyone to stop and visit! Tracy and Valerie both purchased some nice promotional items, including t-shirts to use for the wheel prizes when surveys are filled out.
- VI. Mobility Management
- A. Funding
 - i. ODOT 5310 Specialized Transportation - CCMM was awarded \$67,320 for 2023. This award requires a 20% match of \$16,830.45. The funding covers expenses directly related to the Mobility Manager
 - ii. ODOT Transportation Alternative Program (TAP) – As discussed during the last board meeting, Coshocton County was awarded \$817,861 to install a multi-use path along CR 621. The grant award does not cover the 5% required match \$43,045, Engineering costs estimated at \$145,271 and environmental costs of \$7,500.
 - iii. Coshocton Foundation – Tracy submitted an application to the Coshocton Foundation and was awarded \$73,867.84 to be used towards the design fees. This leaves a balance of \$121,948.16 yet to be secured. Tracy will apply for a \$5,000 Walmart grant, and draft a letter seeking donations from businesses in the targeted area and around Coshocton.
 - B. RCI Holmes County – The RCI funds for Holmes County have been expended. A total of 289 trips were provided to 16 individuals primarily by Holmes County providers. Tracy called everyone who had used the service to notify them the program had ended. Each person asked “what will I do now.” Tracy stated she almost wished CCCTA had not accepted the funding as it was very hard to tell the individuals that she did not have options for them for future transportation.
 - C. 2nd Quarter Performance Measures – Tracy assisted 18 elderly, 8 disabled, 8 disabled/elderly and 32 other individuals obtain information and get registered for transportation services. Fifty-six informational packets were distributed to potential riders and twenty-seven gas vouchers were issued.
- VII. Coordinated Plan Update – Tracy reviewed current unmet needs, goals, strategies and action steps with board members. The next steps will be to analyze survey data, incorporate new findings into the plan update and present update to the board for approval. Tracy will send the proposed update to board members prior to the next meeting.
- VIII. Discussion/Comments – Valerie asked if anyone had anything to share with the group. No one had anything additional for the good of the group.
- IX. Adjourn – Valerie thanked everyone for coming to the meeting and stated that the next meeting would be held on December 15, 2022 at 10am in-person at the CCCTA office. At 11:03 a.m. the meeting was adjourned.