

Coshocton County Coordinated Transportation Agency/Coshocton County Mobility Management
Minutes - Transportation Advisory Board Meeting
March 16, 2023 @ 10 a.m.
401 Main Street, Coshocton, OH 43812

- I. Welcome – Valerie welcomed everyone to the first quarterly CCCTA/CTMM board meeting. She asked that everyone please sign in and thanked everyone for coming. Valerie explained that this Board is pretty informal and we usually just use it for feedback and networking more than anything else. She said her and Tracy very much appreciate everyone's attendance and commitment. Attending the meeting was Mr. Kim Alton, RHDD; Mr. Gil White, CCCTA Driver; Mr. Andrew Taylor, County Board of DD; Ms. Shanna Stanton, Ohio Means Jobs; Ms. Barb Bergerson, CCCTA Client; Mr. Doug Schaefer, Veteran's office; Mr. Dane Shyrock, County Commissioner; Ms. Jean Jacobs and Ms. April George from the Senior Center; Mr. David Dosser, CBHC; Ms. Amy Crown; Coshocton Chamber; Ms. Tracy Haines and Ms. Valerie Shaw.
- II. Introductions – Valerie explained that since this is a brand-new year and there have been some changes to board members/agencies that she would like everyone to go around and introduce themselves.

Valerie also brought her office staff in to introduce them to the Board.

- III. Minutes from the December 15, 2022 meeting were emailed to members earlier this week. Valerie asked if anyone had questions/changes to please let her know. No one had any questions or changes to the minutes.
- IV. CCCTA Update
 - A. Office – No staff updates, however Jay moved into the conference room and Dawn got to move out of the corner window desk to the center of the office out front.

Employee Appreciation – March 18th is 'Driver Appreciation Day.' Valerie explained to the Board that the office staff put together a luncheon last Friday and this Tuesday as a little Thank You to the drivers!

Team Building – Thursday, May 18th CCCTA will hold its first Team Building/Staff Development day at Three River Fire Department. Valerie hopes to make this an annual event.

Facility Grant – Valerie received the intent to fund their new building back in September, but has had to work with the FTA to provide lots of documentation,

etc., so the agency is still waiting on FTA confirmation and a contract to move forward.

Valerie mentioned that she plans to re-brand the agency in conjunction with the new building.

Valerie and Angie attended the Coshocton Board of DD Luncheon yesterday where the agency was awarded the Community Partner Award. Valerie stated what an honor that was and how much they try to work with other agencies to ensure everyone has the transportation they need!

- B. Drivers – Mr. Robert Selders was hired part-time on October 3, 2022 and resigned February 22, 2023; Todd Dillinger was hired full-time January 9, 2023; Heather Shriver was hired part-time March 13, 2023.

Currently CCCTA has a total of 6 full-time drivers and 6 part-time drivers.

- C. Vehicles – #0 van which the agency leases from the local Veterans Chapter had the catalytic converter cut off toward the end of January (Total repair cost was almost \$2,900); #7 MMV was sent for a new transmission (\$6,100); #3 was in an accident and is waiting on \$5,800 worth of front-end bodywork.

However, good news is on the horizon! Valerie mentioned that she now has 4 vehicles which are paid for and ordered! Hopefully the agency will see those within the year, but no guarantees.

- D. Fares/Contracts – Once again CCCTA is Fare free within Coshocton county this year! Contracts/partnerships have not changed much: DJFS to draw down Medicaid dollars; Veteran's Commission; MVHC; Signature Health Care; Access Tusc; and Holmes DJFS.
- E. Performance Measures - Valerie presented the board with CCCTA's 2022 statistics. CCCTA completed 19,760 rides, of which 15,359 were contract trips; travelled 318,709 revenue miles and drove 15,284 revenue hours.

V. Mobility Management Update

A. Program Update

- i. Performance Measures - During the 4th quarter of 2022, Tracy assisted 42 unduplicated individuals: 20 elderly, 4 disabled, 2 elderly/disabled and 16 others, and forty informational packets were distributed. She assisted in

scheduling 37 rides and 40 gas vouchers were issued. Totals for 2022 are as follows: 281 unduplicated individuals served, 106 elderly, 36 disabled, 22 elderly/disabled and 117 others. 256 informational packets were mailed and she assisted in scheduling 215 rides. Additionally, 181 gas vouchers were issued in 2022.

- ii. Meetings, Conferences and Outreach – Tracy participated in a Sensitivity to Aging training at the AAA9 in Cambridge. She is now able to train CCCTA drivers and employees of collaborating agencies. Valerie and Tracy attended the Health Wellness and Safety Expo sponsored by The Chamber of Commerce. They were very pleased with the consistent stream of attendees that visited their table. Tracy will assist in facilitating two breakout sessions at the Mobility Management Conference April 13th and 14th.
- iii. ODOT 5310 Grant – ODOT has previously used Black Cat and Form Stack for the grant application. It has been determined that they can no longer use these platforms and have contacted Nomadic in Tuscarawas County to create the grant application. They are still hoping to have the application in place by the end of July but the timeline is not definite.
- iv. CarFit – The Car Fit program, reviews twelve key areas of a driver's fit to their personal vehicle. Last fall Tracy became a certified Car Fit Technician. In order to host a clinic there must be an instructor, at least two certified technicians and an occupational therapist on site. Tracy shared the opportunity with Deb Hill and mobility managers from Muskingum and Tuscarawas counties. Everyone agreed to make this a regional training project and are now scheduling clinics in all nine OMEGA counties.
- v. Care Source – Tracy connected with Abby Corder, Community Marketing Rep with Care Source at the Health Wellness and Safety Expo. Abby explained Care Source is a non-profit and able to make financial contributions to 501C3 organizations who meet the program criteria. This will be very helpful to other programs such as the Handicapped Society.
- vi. Handicapped Society – Tracy completed the United Way RFP for the agency. She realized the need to improve the tracking process for the Equipment Loan program. She created spreadsheets to be used for manual tracking and is prepared to enter the data into the computer for them. When she presented this idea to the board president, she was told the volunteers were resistant to additional duties. This is frustrating as Tracy spent hours sorting through applications and logging information onto a spreadsheet. A tracking system would greatly benefit the program and save time on future grant applications and reporting requirements. Tracy and Valerie are concerned about the future of the program, if it continues to operate as is.

- vii. Coshocton Regional Medical Center Referrals – Tracy stated she has received six referrals to date and was able to assist five of those individuals in registering for transportation services with no out-of-pocket charge.
- B. OLT Legislative Day – Tracy and Valerie attended Legislative Day in Columbus on February 7th. They met with Senator Andrew Brenner and Representatives Kevin Miller and Darrell Kick. All three are on the Transportation Committee and we were excited to share what public transportation is like in Coshocton County and what it means to/does for so many of our counties residents.
- C. Holmes Co. – Talks continue sporadically with individuals and providers in Holmes County about the need for some kind of transportation in Holmes County. We will request a meeting with a Holmes County Commissioner and Jeanette Wierzbicki to inform him of our experience in providing trips under the RCI funding. If they are receptive to exploring possibilities for some form of transportation in Holmes County, we will then invite other stakeholders to participate.
- D. CR 621 Multi-use Path Project & additional sidewalk projects – Tracy mailed letters to businesses in the target area requested donations to be used as matching funds. Tracy also provided project information to be included in the Appalachian Community Grant process for Coshocton County.
- E. Coordinated Plan – Tracy explained we are required to participate in a complete rewrite of the regional coordinated plan. OMEGA is expecting updated guidance from ODOT by June 30th. The time line for the rewrite is July 1, 2023 through June 30, 2024. Tracy will reach out to board members and collaborating agencies for information as it is requested from Deb Hill at OMEGA.
 - i. Surveys – Tracy provided the board with paper copies of the regional needs assessment survey and asked for their assistance in disseminating them.

- VI. Discussion/Comments – Mr. Gil White asked if we could get city/county businesses together to discuss the sidewalk and accessibility issues he notices.

Ms. April George mentioned that they were trying to transfer their MMV to CCCTA and Valerie said she would check with ODOT to see where they were with that.

- VII. Next Meeting Date - June 15, 2023 at 10am

- VIII. Adjourn – Valerie thanked everyone for coming to the meeting. At 10:59 a.m. the meeting was adjourned.