

Coshocton County Coordinated Transportation Agency/Coshocton County Mobility Management
Minutes - Transportation Advisory Board Meeting
June 15, 2023 @ 10 a.m.
401 Main Street, Coshocton, OH 43812

- I. Welcome – Valerie welcomed everyone to the second quarterly CCCTA/CTMM board meeting of the year. She asked that everyone please sign in and thanked everyone for coming. Attending the meeting was Mr. Warren Courtney, CCCTA Driver; Ms. Deb Hill, OMEGA; Ms. Heather Newell, Juvenile Court; Ms. Lisa Fortune, Allwell Behavioral Health; Mrs. Tiffany Swigert, Coshocton Port Authority; Mr. Andrew Taylor, County Board of DD; Ms. Shanna Stanton, Ohio Means Jobs; Ms. Barb Bergerson, CCCTA Client; Mr. Doug Schaefer, Veteran's office; Ms. Tracy Haines and Ms. Valerie Shaw.
- II. Minutes from the March 16, 2023 meeting were emailed to members prior to the meeting. Valerie asked if anyone had questions/changes to please let her know. No one had any questions or changes to the minutes.
- III. CCCTA Update
 - A. Staff/Hiring – Valerie explained that just yesterday she put out a Dispatcher position. She is also planning to hire another PT driver.
 - B. Team Building Day – CCCTA held its very first Team Building/Staff Development day on Thursday, May 18th CCCTA at Three River Fire Department. Valerie explained that she got lots of positive feedback on the day and will plan to hold one each year.
 - C. CCCC Shadows – We had a few CCCC students come in and shadow in the office during April/May. Valerie shared that it was nice to get to spend a little time with some youth showing them all that our agency does!
 - D. Audits/Reviews – CCCCTA had its first D&A Review on May 9th. Valerie said that she learned a lot! The agency also had a AAA Review on May 19th. She stated that both went well.
 - E. Policies/Procedures – Valerie has been working on policy and procedure updates for ODOT. There have been lots of updates, minor changes.
 - F. Defensive Driving Course – CCCTA will hold a hands-on Defensive Driving class with Ginny from CORSA in person on July 25th.
 - G. Workforce Mobility Partnership Program/SHARE Mobility - This program offers \$15 million of federal flex funds that Valerie plans to apply for. She stated that they met with a company called SHARE Mobility which would allow them to contract with the company to provide jobs/employment transportation. Valerie hopes to apply for the WMPP funds to hopefully do a pilot with SHARE to see if it is feasible/achievable.
- IV. Mobility Management (MM) Update
 - A. 1st Quarter Performance Measures –Tracy assisted 53 individuals sign up for transportation services. There were 24 elderly (65+); 4 disabled; 6 that were elderly and disabled and 10 others were served. Additionally, 40 gas vouchers were issued during the first quarter.

Macie Moore is the Public Transit Manager at ODOT has accepted another position and will no longer be in the Office of Transit. This news is concerning as mobility management was Macie's vision. The program has had extensive turn over in the last four years and Tracy fears Macie's absence will affect the MM program.

Our Regional Coordinated plan is due for a re-write. Deb Hill stated she is expecting guidance from ODOT by July end on how to proceed. Tracy told the board goals, strategies and action steps will be reviewed during the 3rd quarter meeting. Survey dissemination is under way and will continue indefinitely.

- B. CarFit Clinics – Dates have been set for all counties in our region with the exception of Holmes County. The schedule is as follows: Coshocton June 26th, Tuscarawas July 3rd, Belmont July 10th, Muskingum July 17th, Harrison July 21st, Guernsey July 24th, Jefferson July 26th, and Carroll July 31st.
- C. Trainings/Conferences – Tracy participated in many training meetings and webinars. Most recently, Tracy and Valerie attended the Community Transportation Association of America (CTAA) conference in Oklahoma City. The conference had great content and many sessions were directly related to mobility management. Tracy stated others across the state were impressed with what we are doing in Ohio especially with the regionalization and how the MM's are collaborating to move riders around the state.

The first annual Mobility Management Conference was held April 13th and 14th in Knox County Ohio. Tracy assisted in facilitating sessions on budget development and reporting. Tracy also provided mandatory DRIVE training to five CCCTA staff/drivers.

- D. Personal Care Attendant Program – A meeting was held March 27th. Sharon Green from COAD spoke to the attendees. Sharon's presentation was different from our initial discussions with COAD representatives. Under COAD, volunteers would be asked to assist with household chores, yard work, grocery shopping etc. Our intent is to have volunteers only ride along with passengers when needed. We feel we need to take a step back and regroup with our core group before proceeding.

- V. Discussion/Comments – Valerie opened the floor for comments and discussion and there were none.
- VI. Next Meeting Date – Thursday, September 21, 2023 at 10am
- VII. Adjourn – Valerie thanked everyone for coming to the meeting and wished all the dads a Happy Father's Day! At 10:56 a.m., the meeting was adjourned.