

Coshocton County Coordinated Transportation Agency/Coshocton County Mobility Management
Minutes - Transportation Advisory Board Meeting
June 20, 2024 @ 10 a.m.
401 Main Street, Coshocton, OH 43812

- I. Welcome – Valerie welcomed everyone to first quarterly CCCTA/CTMM board meeting of 2024. She asked that everyone please sign in and thanked everyone for coming. Attending the meeting was Mr. Andrew Taylor, CCBDD; Ms. Lisa Fortune, Allwell; Ms. Barbara Bergerson, Client; Ms. Heather Newell, Juvenile Court; Ms. Tiffany Swigert, Port Authority; Mr. Dane Shryock, Commissioner; Mr. Jay Kittell; Ms. Tracy Haines and Ms. Valerie Shaw.
- II. Minutes from the March 21, 2024 meeting were passed out to members. 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. Employee update
 - i. James Allman II and Mark Ritz were both hired as part-time drivers on April 10, 2024.
 - ii. Frances Brown was hired March 12, 2024 as a full-time dispatcher and was unfortunately let go on June 17, 2024 due to not being able to perform the duties as required. Other staff is having to pick up the slack from 3-6pm now. The agency is actively looking again.
 - iii. Karl Murray was hired June 18, 2024 as a part-time bus washer.
 - B. Vehicles
 - i. CCCTA has received four new vehicles so far this year with 4 more set to come by the end of this month!
 - ii. Valerie submitted a grant to the Coshocton Foundation for new cameras for all buses as well as lettering/wrapping them. No word yet on if the agency was selected/approved.
 - C. Miscellaneous
 - i. Team Building Day was held on May 16, 2024
 - ii. Facility – Finally moving forward. They are beginning to work on the Class of Action for FTA. Still no timeline that Valerie is aware of.
 - D. ODOT Technical Assistance Review
 - i. The initial, Virtual meeting was on May 29th and in-person review was June 30th. Things seemed to go very well. Valerie stated that they have not yet received their report, but she does not anticipate any findings; just a few small things to fix, do better for next time!
 - E. Transportation Development Plan (TDP) – Valerie shared with the board that tomorrow, Friday, June 21, 2024 they would be holding a TDP Stakeholder meeting to go over the results of the TDP. The meeting will be held from 9-10:30am at the Community Room at 637 Chestnut Street. She urged everyone to attend if possible.

IV. Mobility Management Update

A. Performance Measures

- i. 84 unduplicated individuals received one-on-one service. 36 were elderly (65+), 8 disabled, 2 elderly & disabled, and 38 others.
- ii. 66 Informational packets were distributed to new riders, 3 agencies were also provided program information.
- iii. 13 referrals were made.
- iv. 53 transportation requests were made
- v. 38 gas vouchers were issued

B. Regional/State Staffing Changes

- i. ODOT Statewide Mobility Coordinator – Carly Coe resigned the position to follow another employment opportunity. Crystal Brewer will assume the position and now has the title “Special Projects Manager”. This means she will oversee the Mobility Management program as well as four other ODOT programs.
- ii. OMEGA Transit Planner – Deb Hill has also resigned to pursue other employment opportunities. OMEGA has been interviewing for the position and we hope to hear something soon.
- iii. Nicki Silver, Muskingum/Guernsey County Mobility Manager has resigned and will be employed by MVHC going forward. Trinity Werning has assumed her position. Jill Cunningham, Mobility Manager for Tuscarawas, Carrol and Harrison Counties has also resigned her position and has accepted a culinary position at the Tuscarawas Senior Center. Stephanie Ajanel, who was the bi-lingual navigator for Jill, will assume the Mobility Manager’s position. I will be mentoring both women for the next year to ensure they hit the ground running.

C. Projects

- i. Personal Care Attendant – The Tuscarawas Leadership Class finished their project late May and provided us with program criteria, volunteer jobs descriptions, forms etc. Once Trinity and Stephanie are up to speed, we will begin molding the program to fit each of our counties.
- ii. Carts – Tracy showed attendees the collapsible shopping carts purchased with funding from the Coshocton Foundation. The carts will be offered free of charge to CPT riders who use the service for shopping and dialysis. We will begin dispersing the carts as soon as the signage is ready.
- iii. Regional Coordinated Plan – The re-write is due to ODOT by June 30th. 5310 funding is contingent upon the plan being up-to-date. We had just finished the SWOT analysis prior to Deb Hill’s departure. Next step is to create goals, strategies and actions steps. It is unclear as to how we will proceed as we have not had that conversation with OMEGA.
- iv. CR 621 Multi-use Path Project – Everything is in place for the project. Construction will begin in spring 2025. County Engineer Fred Wachtel has interest in implementing phase III of the CR 621 project, which would run along Airport Road, across SR 36 and connect with the newly constructed Genesis sidewalks. This path is very much needed as Tracy has personally fielded calls from CPT riders who decide to walk to Wal-Mart from the hospital to get their prescriptions; she also sees people walking back to Coshocton from the hospital and Amish riding electric bikes along SR 36.

- v. 501c3 – Tracy attended a sessions on 501c3s at the Erie Transit Retreat. She is very interest in developing a 501c3 in collaboration with CPT. The idea would be to have a core group of benefactors who would make monthly or annual donations to the non-profit. The funds could be used for required match money for both agencies, to purchase fuel and maintain a vehicle that could be used for public functions and other needs that are not allowed under ODOT funding.
- V. Discussion/Comments – Valerie asked if there was any comments or concerns anyone wanted to share with the group. No one had anything to add.
- VI. Next meeting will be held on September 19, 2024 at 10am.
- VII. Adjourn – Valerie thanked everyone for coming to the meeting. At 10:29a.m., the meeting was adjourned.