

Coshocton Public Transit  
Minutes - Transportation Advisory Board Meeting  
March 20, 2025 @ 10 a.m.  
401 Main Street, Coshocton, OH 43812

- I. Welcome - Valerie welcomed everyone to the first quarterly board meeting of 2025. She asked that everyone please sign in and thanked everyone for coming. Attending the meeting was Mr. Jed McCoy, DJFS; Ms. Heather Newell, Juvenile/Probate Court; Ms. Stephanie Murray, KnoHoCo; Ms. Taylor Smith, Ohio Means Jobs; Ms. April George, Senior Center; Mr. Doug Schaefer, Veterans Services; Mr. Jay Kittell, CPT Operations Manager and Ms. Valerie Shaw
- II. Minutes from the December 19, 2024 meeting were passed out to members. No one had any questions or changes to the minutes.
- III. 2024 Stats:
  - A. 14 Total Vehicles Operated, up from 12 in 2023.
  - B. Vehicle Revenue Hours: 17,278, up from 15,940 in 2023
  - C. Vehicle Revenue Miles: 363,397, up from 322,647 in 2023.
  - D. Unlinked Passenger Trips: 29,342, up from 25,170 in 2023
  - E. Trip Denials: 5,317, also up from 2023 with 3,452
- IV. Employees
  - A. Mr. James Allman moved from a full-time county driver to an Independent Contractor on January 9, 2025.
  - B. Mr. Josef Akers resigned his part-time driving position January 14, 2025.
  - C. Ms. Ellyn Smalley resigned her part-time driving position January 24, 2025.
  - D. Mr. Ken Jennings was hired as a part-time driver on December 3, 2024 and resigned February 25, 2025.
  - E. Ms. Dawn Landis resigned her part-time office position and her last day will be March 27, 2025.
  - F. Current drivers: 5 part-time drivers, 7 full-time drivers, 1 part-time driver/part-time office. Plan is to hire at least 2 more part-time drivers and we may have 1 more Independent Contractor to bring on.
  - G. Tracy's new title is Outreach Specialist.
- V. Vehicles
  - A. 18 total to schedule each day: 14 accessible CPT, 1 non-accessible leased from VA, 2 Independent Contractors, 1 VA clients only
  - B. CCCTA fleet rebranded to CPT = \$550/vehicle. \$2,350 left in ODOT grant to utilize. 4 Larger LTV/LTN's and 2 MMV's need rebranded. May have, at max, \$1,050 to pay from our budget.
  - C. Valerie shared with the group that the agency had one vehicle accident on 2/26 with about \$3,500 in damage. It was the CPT drivers' fault, but no one was injured.
- VI. Miscellaneous
  - A. Shopping cart program: started with 50 carts; 23 carts left
  - B. New Rider Cards are now Mailed Out to new riders

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- C. Facility – Slow. No real update. On 1/24/25 Valerie sent info regarding vehicle inventory, noise pollution.
- D. Riverside Recovery closing Friday March 21st due to lack of funding.
- VII. Grants - Valerie submitted ODOT SFY 2026 grants at the end of the year. She asked for 2 vehicles: 1 Accessible Van and 1 LTN; Operating expenses and capital expenses. Valerie explained that she asked for \$89,428 in State GRF to help cover the local match for operating assistance. Total local match for all projects would be \$623,270. Total Federal award would be \$875,541.
- VIII. Meetings/Events
  - A. Health & Wellness Expo – Saturday March 15th
  - B. DD Luncheon March 19th
  - C. SOS – March 25-26th – Val presentation on MO with Andrea
  - D. Team Building Day: Thursday, May 1, 2025
- IX. Mobility Ohio - The committee is now meeting once a month. The group appointed Tracy to be the chairperson of the committee since she was the most neutral person.
  - A. One of the objectives is to decrease denials within our pilot region by 25%.
  - B. Working on creating loop for out of town trips/coordination.
  - C. Vehicle – CPT has \$170,000 to get one new LTV under the grant. Valerie is working on the vehicle cost worksheet now.
- X. Discussion/Comments
  - A. Jed spoke about the Children Services Levy and asked for everyone's support.
- XI. Next meeting: June 12, 2025
- XII. Adjourn – At 10:41 am the meeting was adjourned.