LOCAL COORDINATING BOARD FOR TRANSIT MEETING MINUTES

Date: January 8, 2015
Time: 1:30 p.m.
205 Park Central East
Springfield, MO 65806

ATTENDEES

Patricia Click, NAMI
Tim Dygon, Arc of the Ozarks
Kathleen Featherstone, Dept of Mental Health/Spro
Howard Fisk, Fisk Limousines
Diane Gallion, City Utilities - Transit

June Huff, Southwest Missouri Office of Aging
Jeff Robinson, OATS Inc
Andrew Seiler, MoDOT
Cari Wright, SW Center for Independent Living

STAFF PRESENT

Curtis Owens, OTO   Sara Fields, OTO   Joshua Boley, OTO

1. WELCOME AND INTRODUCTIONS

Introductions were made of everyone in attendance.

2. PUBLIC COMMENT

No public comment was made.

3. APPROVAL OF AGENDA

Kathleen Featherstone made a motion to approve the January 8, 2015 agenda. June Huff seconded. The motion passed unanimously.

4. APPROVAL OF SEPTEMBER 25, 2014 MINUTES

Kathleen Featherstone made a motion to approve the December 3, 2014 minutes. Patricia Click seconded. The motion passed unanimously.

5. UNFINISHED BUSINESS

a. 5310 Selection Update
Curtis Owens informed the Local Coordinating Board for Transit (LCBT) that all the traditional 5310 project selections made at the December 8th meeting have been submitted to MoDOT. MoDOT has submitted these applications to the Transportation Electronic Award and Management (TEAM) system and is waiting for FTA approval.

Diane Gallion informed the LCBT that CU has also submitted the New Freedom type 5310 application to the TEAM system and the 5339 Bus and Bus facility application has also been submitted to the TEAM system.

Sara Fields asked Diane what the approval process was for the 5339 grant. Diane stated that the process started with a January 1st deadline and was not sure of the next steps FTA would take because of the Transit Award Management System (TrAMS) would not open until around April.
Information only

b. **5-Year Implementation Plan Report**
Curtis explained the 5-Year Implementation plan shows a heavy media action for FY15. He requested that anything that an agency is doing to fulfill any of the FY15 actions be shared for future reporting.

He also explained the FY14 actions were not all complete and began a discussion with action item *4 Utilize agencies' resource list.* Curtis explained he did not have any information of agencies sharing other agencies information to current or new clients served.

Patricia Click with the National Alliance on Mentally Illness (NAMI) explained that NAMI uses the 211 system as a resource and also has a green book called "Where To Turn" developed by NAMI used as a resource. This green book has many local agencies list and is shared with clients as agency resources are needed. June Huff shared that Southwest Missouri Office of Aging (SWMOA) has a yellow book that is a directory of agency services and a blue book titled "Long-Term Care Guide" that list agencies SWMOA utilizes when sharing other agencies services with their clients. The yellow book and blue book are listed on the website of SWMOA.

Item *13 Provide education with comprehensive literature handout packet during user application process.* Curtis explained that he was not aware of any agency providing this information. Patricia explained that NAMI did provide a comprehensive information packet. Curtis asked if he could get a sample packet.

Item *15 Assist through frequently asked question webpage.*
Curtis explained that he looked at some agencies webpages but did not find FAQ section on most. Burrell health did have an FAQ section. Most agencies did not have a FAQ located on their webpage.

Item *16 Enhance and promote the 211 system locally and statewide.*
Curtis explained the 211 system seemed to be not so user friendly. Patricia responded that NAMI used the 211 but it was slow to get a response. Patricia stated that it was useful but slow. Curtis mentioned that the LCBT in general has not enhanced the 211 system and will need to look for ways to enhances it.

Item *17 Actively promote local agency brochures.*
Curtis explained that he was not aware of any agency promoting other agencies. June with SWMOA does have an office coordinator that does actively promote all agencies through and agency listed in the yellow book. Cari Wright with Southwest Center for Independent Living mention that they generally received calls about their services and make the right connections with their office staff.

Patricia Click commented about action item 12 *Increase or improve ADA accessibility at bus stops.* She asked if there is a better way to included more bus stops on the transit system. Diane Gallion with the City Utilities Transit responded that CU had about 1,000 bus stops with about 87 of those sheltered. As 5310 grant funds become available CU applies for the New Freedom portions to add more shelters to the system.

18 Create a plan to develop and research feasible transportation options.
Curtis explained that the LCBT has been building it knowledge through agency presentation. However, this activity does not fulfill this action.

The LCBT group discussed ways to interact with other groups. Howard Fisk asked if it would be easier to gather information about transportation issues if we went to agencies not involved with the LCBT.
Information only

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6. NEW BUSINESS

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a. Community Focus Report
Sara Fields shared a community focus report from 2013 and asked the group to help identify transportation needs that could be included in the 2015 report. Sara stated that the report will start by addressing the funding short falls, then identify what is good in community transportation, followed by transportation needs.

She opened up discussion and asked for comment about the following paragraph from the transportation section of the 2013 Community Focus Report. The paragraph says;

> *"There is a shortage of door-to-door transportation service for the elderly and disabled who cannot use regular public transportation. The shortage of service persists due to a lack of funding and liability insurance costs. Transit providers are unable to cover the costs to provide service through ridership fares alone. Medicaid and Medicare will provide a percentage of the costs, but additional funding is needed in order to provide services to all who need it. While additional coordination is occurring among the more than 20 nonprofit transportation providers that offer services to the elderly and disabled, a need still exists for coordinated scheduling and dispatching. Funding is needed to provide a central calling system that would allow for clients to call a single number and have a ride scheduled with an available provider."*

The questions she asked the LCBT, "Is the focus of this paragraph still valid? And is there another focus that we should consider." Sara mentioned in the past the community foundation had funded red flagged items that were not transportation related. However, a transportation related items could be requested for funding through them such as a bus shelter or other feasible items.

Kathleen Featherstone mentioned that coordinated scheduling and dispatching did not seem to be a feasible strategy. Howard Fisk explained a concept was developed in the past where CU would become the central calling agency for the metro area. Transportation providers would allow their vehicle to be utilized for scheduling with a maximum capacities of clients. Diane stated this agreement was almost completed in the past between CU, OATS and the Council of Churches. CU would have developed the route schedule and pass the schedule to OATS who would manage the drivers and vehicles, but this did not become reality because the Council of Churches backed out of participating and the whole thing was put on hold. The group further discussed how people could and could not utilized transit services because of available or not available service. Sara asked "what would be involved with using logisitcare?" Tim Dygon stated that it was a Medicaid program which is not user friendly and it was hard to get service provided at a reasonable cost. Logistcare proved service through a state contract and is very costly.
Information only

b. TDM Report
Curtis share the TDM report and noted that it only covered carpooling. He explained the Ozarkscommute.com portal options and the general public options. He explained that it was difficult to track carpools once they were established, because users do not log back into the system and remove their account.
Information only

c. OTO Volunteer project
Curtis shared with the group that he was available for volunteer service as an OTO employee. If anyone has a need for volunteer services please let Curtis know and he will try to participate. This is for any nongovernmental organization only.
Information only

d. PMP update
Curtis explained the purpose of the update to the PMP was to explain how OTO manages the FTA 5310 program. This plan was approved by the Ozarks Transportation Organization Board of Directors June 19, 2014. FTA and MoDOT asked for some minor changes to be made before final FTA approval would be given.

Curtis explained that FTA wanted clarification of the Designated and Direct recipient status for CU and MoDOT. This was identified in sections B. Roles and Responsibilities and section D. Eligible Subrecipients.

MoDOT asked that minor changes be made to clarify eligible subrecipients in section D. Eligible Subrecipients. MoDOT also asked for clarification of section M. Program Measures. There are two measures that will apply to MoDOT and Three measures that will apply to CU.

Diane Gallion made a motion to approve the PMP revisions. Kathleen Featherstone seconded. The motion passed unanimously.

7. OTHER BUSINESS

a. Next meeting March 12, 2015
The next meeting will be held at the OTO office on March 12, 2015 at 1:30 p.m.
Information only

8. ADJOURNMENT

The meeting was adjourned by Chair Howard Fisk