



YVEDDI Public Transportation Transportation Advisory Board (TAB) Meeting Minutes

Date: 8-3-2017	Time: 10:00 AM	Location: YVEDDI District Conference Room
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Call to Order	10:05 AM
Committee Members Attendance	JoAnn Ahrens, Cathy Ellis, Tina Lineberry, Tom Beckom, Bobby Todd, Marilyn Lambert, Meagan Rudd, Elizabeth Jernigan, Kim Shuskey, Barry Norman,
Staff Attendance	Jeff Cockerham, Penny Spainhour, Rochelle George-Mason, Kevin Edwards, Mitzi Hutchens, Darry Groce
Excused	Vicky East, Mickey Cartner
Absent	Lisa Hughes, Yolanda Saffo,

Agenda Topic	Welcome and Introductions-
Discussion	JoAnn Ahrens welcomed everyone to the meeting and asked everyone to introduce themselves.
Agenda Topic	Conflict of Interest
Discussion	Jeff Cockerham read the conflict of Interest statement and stated the policy had to be renewed yearly and asked everyone to please sign a new statement.

Agenda Topic	Approval of Minutes
Discussion	JoAnn Ahrens asked everyone to read the minutes and make any corrections necessary. A motion was made by Tina Lineberry to approve the minutes and Tom Beckom seconded the motion. The motion passed.

Agenda Topic	Mobility Management
Discussion	Rochelle George-Mason gave the mobility manager report for April, May and June on contacts, applications, approvals, outreach, charter performed and referrals. Rochelle also shared dates of outreach from page 3 of the Agenda packet. Jeff Cockerham and Rochelle both spoke about the deviated fixed routes for Davie and Stokes County. Rochelle stated she was trying to find the best routes for Davie County. Also, she had contacted some of the businesses at the Industrial park but they have not gotten on-board with this project at this time. Jeff shared his plans using samples attached to the agenda for the Stokes Connector that will be serving Danbury, Walnut Cove and King and how it will coordinate with the Park and Ride Lot. Jeff stated that the examples and runs were not complete and may change.

Agenda Topic	Operations
Discussion	Kevin Edwards spoke about the current and on going activities and stated that staffing hasn't gotten any better. Our YVEDDI HR director has been reaching out to other temporary hiring agencies. Kevin said that propane has been added to the Surry Station and vehicles

	were being converted to propane. New vehicles are now being ordered with the propane conversion installed when they are delivered. Kevin discussed vehicle maintenance and shared attachments from the agenda regarding the preventive maintenance on the vehicles and the wheelchair lifts. Kevin stated that he had to find a new maintenance vendor due to the loss of a local garage.
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Agenda Topic	Safety and Training
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Discussion	Kevin Edwards gave the reports for Safety and Training and stated that Redd was in training and was not available. He also included training numbers on the handout and stated that there was an error on the report. Kevin stated that it is a struggle and very difficult to find drivers and being short staffed has affected the completion of annual training. To complete the Annual Training, class will be held on two different Saturdays. Jeff Cockerham, Reginald Nichols and Kevin Edwards attended a conference in Charlotte they split up to be able to attend different sessions. Kevin Edwards also talked about the job duties of a Road Supervisor and introduce Darry Groce, who is training as the Road Supervisor for Yadkin and Davie Counties and stated that Darry had started off as a driver and then later moved to dispatch.
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Agenda Topic	NCDOT updates
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Discussion	Cassandre' Haynesworth was absent and no updates were given.
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Agenda Topic	N.W. Piedmont Rural Planning Office
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Discussion	Elizabeth Jernigan gave reports from N.W. Piedmont Rural Planning Office on the projects that are going on with transit, highways and the other Transportation Divisions. Elizabeth spoke about the database that the state has set up. Elizabeth stated that it is all a complicated process regarding the funding and scoring points, and comparing region to region and project to project.
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Agenda Topic	Service Statistics & ROAP Service Reports
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Discussion	Jeff Cockerham shared the service statistics from the agenda handout and asked Mitzi Hutchens if she knew why the trips had been less. Mitzi responded that our intakes had been less. Jeff Cockerham briefly explained how trips were moved to from programs that were overspent to programs that were under-spent.
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Agenda Topic	Advanced Software
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Discussion	Penny Spainhour briefly spoke about the NC Tracks and stated that Doug Meredith is building a program to help with uploading and batching.
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Agenda Topic	Other Business
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Discussion	JoAnn Ahrens asked for recommendations for the TAB seating of Marilyn Lambert and Meagan Rudd. Cathy Ellis recommended and made motion and Tina Lineberry seconded the motion. The motion carried. Kim Shuskey announced that the Farmington Site had closed and shared the positive feedback that she had received since the participants are now able to attend the Mocksville Senior Center where more activities are offered.
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Date of Next Meeting	November 2, 2017 – Catered Meal for the upcoming Holidays
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Agenda Topic	JoAnn Ahrens asked for a motion to adjourn. Bobby Todd made the motion and Barry Norman seconded the motion, the motion carried and the meeting adjourn at approximately 11:15 am
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Minutes Recorded By/Signature	<i>Penny Spainhour 8/10/2017</i>
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