



YVEDDI Public Transportation Transportation Advisory Board (TAB) Meeting Minutes

Date: 2-1-2018	Time: 10:00 AM	Location: YVEDDI Conference Room
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Call to Order	10:00 AM
Committee Members Attendance	Bobby Todd, Elizabeth Jernigan, Marilyn Lambert, Vicky East, Yolanda Saffo, Barry Norman,
Staff Attendance	Jeff Cockerham, Penny Spainhour, Mitzi Hutchens, Reginald Nichols, David Brinkley
Excused	Mickey Cartner, Tina Lineberry, Cathy Ellis, Tom Beckom, JoAnn Ahrens, Meagan Tomlin, Lisa Hughes, Kim Shuskey, Rochelle George Mason,
Absent	
Special Guest	Danny Royall
Agenda Topic	Welcome and Introductions-
Discussion	Jeff Cockerham called the meeting to order due to JoAnn Ahrens absence.
Agenda Topic	Conflict of Interest - Introduction
Discussion	Jeff Cockerham read the Conflict of Interest statement. Jeff then introduced Danny Royall, a previous YVEDDI Transportation Coordinator. Jeff told the group the story of how Danny had left his position with YVEDDI to work with CrossRoads Mental Health where he retired from 10 years ago. Danny is currently a member of the Elkin VFW and is very involved in veteran's issues. Due to the lack of a quorum, Danny will be voted on at the next meeting to be seated on the TAB. Jeff Cockerham also introduced David Brinkley, the new Operations Manager for Transportation. David Brinkley stated that he had retired from the military and worked for the Florida Department of Health. David said that after his children grew up and moved away from home he and his wife decided to move back to their original home town in Surry County.
Agenda Topic	Approval of Minutes
Discussion	No quorum. The minutes from the last meeting could not be voted on.
Agenda Topic	Mobility Management
Discussion	Jeff Cockerham gave the mobility reports in Rochelle's absence using agenda page 5. Jeff stated Rochelle wasn't able to finish the reports for September due to her maternity leave. Rochelle had attached a letter about her absence and her accomplishments while working at home. Jeff shared information about the Mocksville Circulator cost per mile, cost of service, stops, events and more. Jeff stated that the ridership has improved each month. Also spoke briefly on the veteran's shuttle. Jeff shared information about the Stokes Connector including the stops and time of stops, prepaid passes and contact information. Jeff stated that 7,500 mailers were mailed to homes and businesses that were in the connector route area for King, Walnut Cove and Danbury with a free day pass like Davie County had when it first started. Due to not having enough ridership on the Surry County Connector, a Public Hearing will be held in February to possibly eliminate the Friday service. Jeff

	stated that DOT requires a Public Hearing for any major changes like a reduction of service. The public hearing will be held at the next YVEDDI Board of Directors meeting on February 22, 2018. Jeff shared the data of ridership for each day of the week and the public hearing notice that was distributed and placed in the newspaper. Jeff asked for comments or suggestions regarding the matter.
Agenda Topic	Operations
Discussion	Jeff Cockerham called on David Brinkley to give the updates on the Operations department. David Brinkley stated that he was getting more familiar and understanding who is who and he is seeing that there is a man power shortage. He stated that he is looking to hire at least 10 more drivers to reduce overtime. He discussed some other ideas of long range planning and a recognition program. David spoke about the snow and the road conditions that happened on January 17, 2018 and stated the drivers were out in some dangerous road conditions and he was working on how to better prepare. David's plans is to get with the emergency manger of each county and find out what they need from Transportation in case of an event. David shared information about the maintenance program from pages 17-19 of the agenda.
Agenda Topic	Safety and Training
Discussion	Reginald Nichols gave the updates on employee new hire and annual training. There was some discussion regarding the constant employee turn-over and the competitor pay rates. Jeff Cockerham shared information about the drug testing and also shared the policy changes. USDOT revised some of the rules regarding drug and alcohol testing and issued a new policy. NCDOT also provided an addendum which YVEDDI put in place January 2, 2018 which covered the changes until a new policy is approved by the YVEDDI Board. All employees received a copy of the drug testing policy addendum. Jeff will be presenting the revised policy at the next board meeting.
Agenda Topic	NCDOT updates
Discussion	Jeff Cockerham stated that Pam DiGiovanni is the new MDS. Most likely Pam will attend the next TAB meeting in May. During that time she may do a site visit while she is here to view how we keep operate and make sure that we keep the needed records.
Agenda Topic	N.W. Piedmont Rural Planning Office
Discussion	Elizabeth Jernigan stated not a lot to report on at this time however she did explain how the projects funding plan is formula based to find out which programs will be funded.
Agenda Topic	Service Statistics & ROAP Service Reports
Discussion	Jeff Cockerham shared the Statistics on page 18 of the agenda and spoke regarding how the trip statistics are reduced due to Head Start reorganizing their services and cutting routes. Jeff shared the ROAP report and explained how many trips were provided, how much money was allocated to each county, how much was spent and what is left at the end of the quarter.
Agenda Topic	Advanced Software
Discussion	Penny Spainhour gave a short update on NC Tracks
Agenda Topic	Other Business
Discussion	Jeff Cockerham asked if there was any other business, thanked everyone for coming and stated since we cannot vote on anything he would adjourn the meeting. The meeting was adjourned at 11:00 AM.
Minutes Recorded By/Signature	<i>Penny Spainhour 2/1/2018</i>