



YVEDDI Public Transportation Transportation Advisory Board (TAB) Meeting Minutes

Date: 11-5-15	Time: 10:00 AM	Location: YVEDDI District Conference Room
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Call to Order	10:15 AM
Committee Members Attendance	Bobby Todd, Tina Lineberry, Tom Beckom, JoAnn Ahrens, Charlene Jones, Lee Anne Eads, Vicky East, Kim Shuskey, Anna Lisa Davis, Brack Llewellyn, Monroe Donathan
Staff Attendance	Jeff Cockerham, Reginald Nichols, Mitzi Hutchens, Penny Spainhour, Rochelle George
Excused	Cathy Ellis, Lisa Hughes, Yolanda Saffo
Absent	Jesse Day, Mickey Cartner, Ray Robbins, Helen Vestal

Agenda Topic	Welcome and Introductions-
Discussion	JoAnn called the meeting to order then turned it over to Jeff Cockerham.
Agenda Topic	Conflict of Interest
Discussion	Jeff spoke about the conflict of interest policy statement and stated he had received signatures for all in attendance today. Jeff Cockerham said he had received an email stating that Janine Wooten was resigning from the TAB because the agency she works for is being sold.

Agenda Topic	Approval of Minutes
Discussion	JoAnn Ahrens asked everyone to introduce themselves and then asked them to please read over the minutes from the last TAB meeting. Tom Beckom moved to accept the minutes and Tina Lineberry seconded the motion. The motion carried.

Agenda Topic	Operations –Staff and Vehicles
Discussion	Filling in for Kevin Edwards, Jeff Cockerham and Reginald Nichols spoke about the new vehicles that were recently delivered to the Transportation program. Jeff stated there is nothing new in operations except Grayson Boles was hired to replace Will Hayes in maintenance.

Agenda Topic	Operations - Assetworks
Discussion	Using the attachment to the Agenda, Jeff explained the Asset Works print out and how it keeps up with all the preventive maintenance services.

Agenda Topic	Safety & Training
Discussion	Jeff Cockerham and Reginald Nichols spoke briefly on the safety and training. Jeff explained that Penny Spainhour sends a list of all safety sensitive employees to Drug and Alcohol Management Professionals. They use a computer program to generate a random list of employees selected that need to be tested. For the last quarter seven people were chosen and those seven were tested.
Agenda Topic	NCDOT updates
Discussion	JoAnn Ahrens said that an email was received stating that Cassandre' Haynesworth was replacing Pam Hawley as this region's Mobility Development Specialist. Jeff Cockerham stated he has not met Cassandre' yet. He spoke briefly about Pam Hawley's retirement and wishes her well.

Agenda Topic	Mobility Management
Discussion	JoAnn Ahrens turned it over to Rochelle George who gave the numbers for all contacts, applications approvals, outreach and charter trips.

Agenda Topic	Service Statistics-ROAP Service Reports
Discussion	Jeff Cockerham went over the Service Statistics from the agenda packet and also the ROAP numbers. Jeff stated that he had high-lited any overages and explained why employment funds were so different from last year.
Agenda Topic	Advanced Software
Discussion	Mitzi Hutchens said that Trapeze the Advanced Software were getting closer on correcting the Opstats report but indicated that we are still having some issues with other reports. Jeff Cockerham stated that Transportation was approved for the funding to purchase Tablets to go in the vehicles it will probably be sometime in January before tablets are received.
Agenda Topic	ROAP Prioritization
Discussion	Jeff Cockerham asked everyone to please fill out a survey for ROAP asking to indicate which they feel is the highest priority. There was discussion and explanation of each topic. Jeff stated that the votes will be tallied and will report on the results at the next meeting.
Agenda Topic	Other Business
Discussion	JoAnn Ahrens asked if there was any other business. Mitzi Hutchens stated that if anyone knew of any funds that could help with transportation she was turning away 5-10 people a week due to a lack

	<p>of funds to provide transportation. Several others shared their ideas. Bobby Todd suggested that churches sometimes help. Members also gave updates on their programs. One member pointed out a correction needed on the agenda. The next meeting date on the agenda stated February 2, 2016 which was incorrect. The next meeting is actually February 4, 2016.</p>
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Date of Next Meeting:	February 4, 2016 10:00 AM
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Meeting Adjourned:	11:15 a.m.
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Minutes Recorded By/Signature	<i>Penny Spainhour</i>
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