



YVEDDI Public Transportation Transportation Advisory Board (TAB) Meeting Minutes

Date: 11-7-2019	Time: 10:00 AM	Location: YVEDDI Conference Room
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Call to Order	10:10 AM
Committee Members Attendance	Bobby Todd, Marilyn Lambert, Vicky East, Barry Norman, Tom Beckom, JoAnn Ahrens, Lynn Cochran (replacement for Lawrence Holdworth but not seated)
Staff Attendance	Rochelle Mason, Penny Spainhour, Mitzi Hutchens, Reginald Nichols,
Excused	Lisa Hughes, Kim Shuskey, Cathy Ellis, Danny Royall, Yolanda Lytton, Jeff Cockerham, Mickey Cartner, Matt Watterson, Terry Daniels
Absent	

Agenda Topic	Welcome and Introductions-
Discussion	JoAnn Ahrens welcomed everyone for coming out on such a pretty day. JoAnn asked for everyone to introduce themselves. Lynn Cochran with PTRC is replacing Lawrence Holdsworth as the representative for the RPO.
Agenda Topic	Conflict of Interest
Discussion	The Conflict of Interest form on page 1 of the agenda handout was read by everyone. Lynn Cochran was asked to sign a copy.

Agenda Topic	Approval of Minutes
Discussion	JoAnn Ahrens asked for everyone to review the minutes from the previous meeting. Bobby Todd moved to approve and Tom Beckom seconded the motion. The motion carried.

Agenda Topic	Mobility Management
Discussion	Rochelle Mason stated that changes have been made on how the reports are completed now. She read from pages 4-7 of the handout which was from July thru September 2019. Rochelle then wanted to share information about Abbie Szymanski who is a representative from NCCARE 360. Rochelle stated that Abbie will be holding strategy sessions in Davie, Stokes, Surry and Yadkin counties for agency representatives to learn more about NCCARE 360. If you have questions or would like to attend a class, please let Rochelle know. Rochelle then moved on to the Deviated fixed routes and gave updates for the Davie and Elkin Circulators and shared information from pages 8-9 of the handout.

Agenda Topic	Operations
Discussion	Reginald (Redd) Nichols reported on Operations and stated that YVEDDI would be replacing vehicle #5500 with a new 25' LTV that was ordered in October. Redd shared the Maintenance reports from pages 10-13 showing

	the PM and Lift Cycles due and he also explained the Assetworks reports and the role of how it is used in Maintenance.
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Agenda Topic	Safety and Training
Discussion	JoAnn Ahrens asked Redd to continue on with Safety and Training. Redd using the report from page 14, briefly shared all the training that was completed from July – September 2019. Redd also shared the total number tests from Drug and Alcohol.
Agenda Topic	NCDOT updates
Discussion	Matt Watterson NC DOT Mobility Development Specialist was not present
Agenda Topic	N.W. Piedmont Rural Planning Office
Discussion	Lynn Cochran stated he was new to the TAB meeting but happy to assist. He is the replacement for Lawrence Holdsworth but he did not have any reports at this time. He spoke briefly on his background.
Agenda Topic	Service Statistics & ROAP Service Reports
Discussion	Mitzi Hutchens went over Services Statistics on page 14. Lynn Cochran asked her if she knew what had caused the difference between the years. Mitzi explained that Head Start had made changes to do away with a lot of routes and then they have slowly started adding a few back at a time in some locations. Mitzi Hutchens moved right on to the ROAP Service Report stated that budgets for FY 20 have still not been released and the forms attached in the handout on pages 16-19 are last years forms and being used just to show the reporting of July – September. Quarterly reports are not required this year. Some group discussion was shared about how things were being handled since the budget has not been released.

Agenda Topic	Advanced Software
Discussion	Penny Spainhour spoke about the NCTRACKS billing and spoke highly of Sylvia in Surry Medicaid Office. Penny stated Sylvia is doing an awesome job, with great communication and staying on top of her NCTracks responsibilities. The question of Managed Care came up and the topic was discussed briefly. JoAnn Ahrens asked Penny Spainhour if she still likes the new CTS Software. Penny said Yes, even though we have had a few errors to happen this month due to CTS doing some updates. Mitzi Hutchens and Penny Spainhour both spoke about the situation with the updates and compared the new system CTS to the old system Trapeze and how much faster the CTS customer service is to fix a problem.
Other Business	JoAnn Ahrens asked for any new business or any more comments.
Next Meeting	JoAnn stated that the next meeting is scheduled for February 6, 2020 at 10:00 AM and as a reminder it is normally the first Thursday in the middle month of each quarter.
Meeting Adjourned	JoAnn asked for a motion to adjourn. Marilyn Lambert made the motion and Tom Beckom seconded the motion. The motion carried and the meeting adjourned at 11:05

Minutes Recorded By/Signature	<i>Penny Spainhour 11/7/2019</i>
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