



# YVEDDI Public Transportation Transportation Advisory Board (TAB) Meeting Minutes

Date: 8/6/20	Time: 10:00 AM	Location: Conference Call
Call to Order	JoAnn Ahrens called the meeting to order	
Committee Members Attendance	JoAnn Ahrens, Vicky East, Marilyn Lambert, Yolanda Lytton, Barry Norman, Danny Royall, Kim Shuskey, Carter Spradling, and Bobby Todd	
Staff Attendance	Jeff Cockerham, Rochelle George, Mitzi Hutchens, Reginald Nichols, Penny Spainhour and Terry Daniels	
Excused	Tom Beckom, Mickey Cartner, Cathy Ellis and Lisa Hughes,	
Absent	Matt Watterson	
Agenda Topic	<b>Remote Meeting Approval</b>	
Discussion	<p>JoAnn Ahrens read the following:</p> <ul style="list-style-type: none"> <li>A. The General Assembly has enacted modifications to the laws governing meetings of public bodies and allow for remote meetings during declared emergencies.</li> <li>B. "Remote meeting" is defined as: An official meeting, or any part thereof, with between one and all of the members of the public body participating by simultaneous communication. "Simultaneous communication" is defined as: Any communication by conference telephone, conference video, or other electronic means.</li> <li>C. At this time, we ask for discussion regarding, and a motion to approve Remote Meetings for the YVEDDI TAB.</li> </ul> <p><b>Motion by Bobby Todd approve Remote Meetings</b>  <b>Second by Marilyn Lambert</b>  <b>The motion carried.</b></p>	
Agenda Topic	<b>Seating of New Member</b>	
Discussion	<p>JoAnn Ahrens said we have a new member to seat named Carter Spradling and the NCDOT recommends that the Rural Planning Office (RPO) have a seat on the TAB board. JoAnn asked if there were any questions and there were none. She asked for a motion to seat the new member.</p> <p><b>Motion by Danny Royal to seat the new member</b>  <b>Second by Bobby Todd</b>  <b>The motion carried.</b></p>	

Agenda Topic	<b>Conflict of Interest Statement</b>
Discussion	Jeff Cockerham read the Conflict of Interest statement and said if anyone had a conflict of interest it must be stated in today's meeting minutes. He said the NCDOT requires annual updated signatures from all TAB members. Jeff said they were emailed out to everyone and asked for them to be signed and returned to him.
Agenda Topic	<b>Approval of Minutes</b>
Discussion	<p>JoAnn said we needed to approve the minutes from the TAB meeting held on November 7, 2019 and the TAB meeting held on February 6, 2020. JoAnn gave everyone time to read the minutes and asked if there were any questions and there were none. JoAnn asked for a motion to approve the minutes.</p> <p><b>Motion by Marilyn Lambert to approve both TAB meeting minutes Second by Kim Shuskey The motion carried.</b></p>
Agenda Topic	<b>Mobility Management</b>
Discussion	<p>A. Rochelle George discussed the Mobility Management reports from January – June. She asked if there were any questions and there were none.</p> <p>B. Jeff Cockerham discussed the Mocksville Circulator in detail including miles, cost and ridership. He also said the route would not go to all the stops but would only pick up passengers that called in to schedule a ride. This change was for the purpose of social distancing the riders. He asked if there were any questions about the numbers and there were none.</p> <p>C. Jeff Cockerham discussed the Elkin Circulator in detail. He asked if there were any questions about the numbers and there were none.</p>
Agenda Topic	<b>Operations</b>
Discussion	Jeff discussed the maintenance reports of the vans and lift vehicles and said 1 lift vehicle went over the mileage by 14 miles due to it being used more not because it was overlooked. Jeff asked if there were any questions and there were none.
Agenda Topic	<b>Safety and Training</b>
Discussion	<p>Jeff discussed the safety and training reports from January – March and said there were 3 new hire trainings. In the period from April to June there were 0 new hires or trainings. However, supervisors attended refresher training for drug and alcohol abuse.</p> <p>Reginald Nichols discussed the cleaning and safety of the vehicles and how that the supervisors track the cleaning on a report then forward to him. He said everyone was doing a great job. He asked if anyone had any questions and there were none.</p>

	<p>DOT Drug Testing – Jeff said there were 25 tests total, 18 drug, 7 alcohol, 0 post accident, 0 reasonable suspicion.</p> <p>Jeff said the NCDOT Safety Review was postponed due to COVID-19.</p>
Agenda Topic	<b>NCDOT Updates</b>
Discussion	Matt Watterson was absent
Agenda Topic	<b>N.W. Piedmont Rural Training Planning Office</b>
Discussion	Carter Spradling said the N.W. Piedmont Rural Planning Office (RPO) said as of late yesterday evening there was some discussion about some grant funding and it should be available soon. The grant is for food council and creating food equity. Jeff asked Carter to send the survey to him and he would get it out on our vehicles.
Agenda Topic	<b>Review of Service Statistics</b>
Discussion	Jeff discussed the decline in ridership.
Agenda Topic	<b>ROAP Service Report</b>
Discussion	Jeff discussed the ROAP funds and said due to the CARES Act funding we have no ROAP funds for FY21. However, Jeff said we did we receive \$800,000 from the CARES Act. Jeff asked if there were any questions and there were none.
Agenda Topic	<b>Software Issues</b>
Discussion	Mitzi Hutchens said she was very pleased with the customer service and was having no issues with the software at this time.
Next Meeting	JoAnn reminded everyone to plan to be at the next meeting on Thursday, November 5, 2020.
Meeting Adjourned	<p>JoAnn asked for a motion to adjourn.</p> <p><b>Motion by Danny Royal to adjourn the meeting</b>  <b>Second by Barry Norman</b>  <b>The motion carried.</b></p> <p>The meeting adjourned at 10:30 AM.</p>
Minutes Recorded By/Signature	Terry Daniels