



YVEDDI Public Transportation Transportation Advisory Board (TAB) Meeting Minutes

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| Date: 5/4/232 | Time: 10:00 AM | Location: Conference Call |
| Call to Order | Bobby Todd thanked everyone for calling into the meeting and called the meeting to order | |
| Committee Members Attendance | Bobby Todd, Debbie Hunter, Vicky East, Kim Shuskey, Barry Norman, and Lisa Hughes | |
| Staff Attendance | Jeff Cockerham, David Torres, Penny Spainhour, Reginald Nichols, Mitzi Hutchens, Rochelle George-Mason, and Terry Daniels | |
| Excused | Carter Spradling, Tom Beckom, Mickey Cartner, Yolanda Lytton, and Bryan Lopez | |
| Absent | | |
| Agenda Topic | Conflict of Interest Statement | |
| Discussion | Transportation Director, Jeff Cockerham read the Conflict of Interest Statement to the advisory board. | |
| Agenda Topic | Board Chair and Elections (August) | |
| Discussion | Bobby Todd said Danny Royall has resigned due to personal reasons, and he will act as the chair until the elections in August. | |
| Agenda Topic | Approval of Minutes | |
| Discussion | <p>Bobby Todd said we needed to approve the minutes from the TAB meeting via conference call held on 2/2/23. Bobby Todd asked for a motion to approve the minutes.</p> <p>Motion by Lisa Hughes to approve the minutes Second by Barry Norman The motion carried.</p> | |
| Agenda Topic | Mobility Management | |
| Discussion | <p>A. Rochelle George discussed the Mobility Management report on page 4. These reports are for (January 2023 – March 2023). She asked if there were any questions and there were none.</p> <p>B. Jeff Cockerham discussed the Microtransit Routes update on pages 5 and 6. He said 997 trips in Mocksville and that's a new record for us. He said the Elkin route is stable.</p> | |
| Agenda Topic | Operations | |
| Discussion | A. Dave Torres discussed the maintenance reports of the vehicles on pages 7-10 and said there were 39 PM services with all on time and zero PMs late. Dave called attention to the lift PMs and that there were 12 on time and zero PMs late. He said Grayson and his team are doing a great job. Dave noted there were no operational issues. | |
| Agenda Topic | Safety and Training | |
| Discussion | A. Redd Nichols discussed the employee new hire training report on | |

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| | <p>page 11 and said we hired and trained 3 new people.</p> <p>B. Redd Nichols said Annual Training will begin in person again in June 2023. He noted that the training has been done remotely since 2020 due to the COVID pandemic.</p> <p>C. Penny Spainhour discussed the DOT Drug Testing and said we had 12 Random tests total, 9 drug, 3 alcohol, 0 post-accident, and 0 reasonable suspicion.</p> |
| Agenda Topic | NCDOT Updates |
| Discussion | <p>A. There was no staff from NCDOT on the call.</p> <p>B. Jeff said Alex Rotenberry will be joining our team, and he is joining as a contributor, not a voting member.</p> <p>C. Jeff Cockerham discussed the Compliance Review Closure letter on page 12 and said we are in compliance.</p> |
| Agenda Topic | N.W. Piedmont Rural Training Planning Office |
| Discussion | Carter Spradling - Absent |
| Agenda Topic | Review of Service and Veteran Statistics |
| Discussion | Jeff Cockerham discussed the service statistics on page 13 and said the trips are almost back to 2019 numbers. Jeff also noted that we serviced 1,240 veterans year to date and the ridership is increasing. |
| Agenda Topic | ROAP Service Report |
| Discussion | Jeff Cockerham discussed the ROAP Budget Service Report on page 14. Jeff said Davie has spent 108% of the RGP fund but we have Employment funds that will be transferred to RGP. The other counties are close to budget or slightly underspent. |
| Agenda Topic | Advanced Software |
| Discussion | <p>A. NC TRACKS billing update – Penny said she hit a bump in the billing and got behind with NCTracks billing, due to an issue with the delegates portal, She said this is where Mitzi went out to the counties and showed them how to do their own scheduling in the Rider Portal. The upgrade CTS has done has caused some of trips to be rejected but Penny is working to get it cleaned up</p> <p>B. ModivCare and MTM – Everything is good at this time per Penny.</p> <p>C. New software CTS issues/concerns – Mitzi said CTS has done an update and things are running well.</p> |
| Next Meeting | Bobby Todd reminded everyone to plan on being at the next meeting on Thursday, August 3, 2023, @ 10:00 AM. |
| Meeting Adjourned | <p>Bobby Todd asked for a motion to adjourn.</p> <p>Motion by Barry Norman to adjourn the meeting</p> <p>Second by Lisa Hughes</p> <p>The motion carried.</p> <p>The meeting adjourned at 10:30 AM</p> |
| Minutes Recorded By/Signature | <i>Terry Daniels</i> |