



YVEDDI Public Transportation Transportation Advisory Board (TAB) Meeting Minutes

Date: 5-3-2018	Time: 10:00 AM	Location: YVEDDI Conference Room
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Call to Order	10:05 AM
Committee Members Attendance	Bobby Todd, Marilyn Lambert, Vicky East, Barry Norman, Tom Beckom, JoAnn Ahrens, Mickey Cartner, Danny Royall
Staff Attendance	Jeff Cockerham, Mitzi Hutchens, Reginald Nichols, Rochelle Mason
Excused	Tina Lineberry, Cathy Ellis, Meagan Tomlin, Lisa Hughes, Kim Shuskey,
Absent	
Special Guest	
Agenda Topic	Welcome and Introductions-
Discussion	JoAnn Ahrens called the meeting to order at approximately 10:05 AM
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. Bobby Todd motioned to seat Danny Royall as a member of the TAB. Barry Norman seconded the motion and the motion carried.
Agenda Topic	Approval of Minutes
Discussion	The minutes were presented to the TAB from the last two meetings, November 2, 2017 and February 1, 2018 meetings. Bobby Todd motioned to approve both sets of minutes, Tom Beckom seconded the motion. The motion carried.
Agenda Topic	Mobility Management
Discussion	Rochelle presented her mobility report and called the groups attention to page 5 of the handout. Rochelle explained the numbers of contacts, applications, approvals, outreach opportunities, charter services performed, trip planning services and referrals that had been accomplished during the past quarter. Rochelle also explained that January numbers were low because she had been out on maternity leave until the last week of the month. Mickey asked about the possibility of the Mocksville Circulator (MC) servicing the Advance/Bermuda Run area. Jeff explained the Bermuda Run area is in the Winston Salem urban area and it presents challenges because the YVEDDI funding from NCDOT is for rural transportation. There was discussion regarding changes to the stops for the MC and adding the Mountview Road area. There was discussion regarding the VA Shuttle as well and the "Dashboard" that Jeff provides each month that indicates cost and funding.

Agenda Topic	Operations
Discussion	Jeff Cockerham gave the updates on the Operations department Jeff shared information about the maintenance program from pages 12-14 of the agenda. Jeff also called the group's attention to the Success Plan for FY19 that he had emailed to all members prior to the meeting. The plan details the items that the department considers important to the success of the transit program and what needs to be done to accomplish the goals set. Mickey Cartner motioned to approve the Success Plan, Tom Beckom seconded the motion and the motion carried.
Agenda Topic	Safety and Training
Discussion	Reginald Nichols and Jeff Cockerham gave the updates on employee new hire and annual training and DOT drug testing.
Agenda Topic	NCDOT updates
Discussion	Jeff Cockerham stated that there were no new updates from NCDOT at the present time.
Agenda Topic	N.W. Piedmont Rural Planning Office
Discussion	Jeff explained that Elizabeth Jernigan had left the Rural Planning Office and had resigned from the TAB.
Agenda Topic	Service Statistics & ROAP Service Reports
Discussion	Jeff Cockerham shared the Statistics on page 16 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 reports on pages 17-20 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	No new updates to report on the software.
Agenda Topic	Other Business
Discussion	Jeff Cockerham presented results from the most recent customer survey that was performed in March 2018. Jeff explained how the combined form gave results for each county and for each topic separately. The meeting was adjourned at approximately 11:00 AM.
Minutes Recorded By/Signature	<i>Mitzi Hutchens</i>