



YVEDDI Public Transportation Transportation Advisory Board (TAB) Meeting Minutes

Date: 11/7/2024	Time: 10:00 AM	Location: Conference Call
Call to Order	Barry Norman thanked everyone for calling into the meeting and called the meeting to order.	
Committee Members Attendance	Bobby Todd, Tom Beckom, Lisa Hughes, Vicky East, Michelle Ellis, Yolanda Lytton, Danny Thore and Barry Norman	
Staff Attendance	Jeff Cockerham, Reginald Nichols, David Torres, Mitzi Hutchens, Penny Spainhour	
Excused	Mickey Cartner	
Absent	Andrea Lane, Carter Spradling	
Agenda Topic	Conflict of Interest Statement	
Discussion	Transportation Director, Jeff Cockerham read the Conflict of Interest Statement to the advisory board that is in the packet on page 2.	
Agenda Topic	Approval of Minutes	
Discussion	<p>Barry Norman said we needed to approve the minutes from the TAB meeting via conference call held on August 1, 2024. Barry Norman asked for a motion to approve the minutes.</p> <p>Motion by Bobby Todd Second by Tom Beckon Motion Carried</p>	
Agenda Topic	Mobility Management	
Discussion	<p>A. Jeff Cockerham read the information from the Purpose Reports on pages 5-7</p> <p>B. Jeff Cockerham discussed the Microtransit Routes on pages 8 and 9. He said both routes are doing well and very stable routes.</p> <p>C. Jeff Cockerham explained that NCDOT requires a Title VI plan and he had presented it as a draft plan and the plan was approved at the last Board Meeting. Jeff said he received feedback from NCDOT and it needs a little more information. Final approval of the Title VI plan will be posted after the next Board meeting in December.</p> <p>D. Jeff Cockerham spoke about the Demographic request and asked any that haven't completed one to complete it and send it to him.</p>	
Agenda Topic	Operations	
Discussion	<p>A. Dave Torres discussed the maintenance reports regarding the vehicles on pages 10-15. He said we are currently at 100% and doing extremely well maintaining our buses. Stated most all vehicles were over 150,000 miles, which leads to more breakdowns. He praised the team for doing an awesome job working with the vehicles being worn out. He said our vehicles' lifts are also at 100%, so our lift vehicles are also doing extremely well considering the useful life on the lifts as well.</p> <p>B. Dave Torres discussed all the different trainings (CTAA Safety and Security, PASS and ADA compliance) that Redd, Melanie, Darry, Crystal and himself have attended and been certified or recertified.</p>	

Agenda Topic	Safety and Training
Discussion	<p>Redd Nichols discussed the employee new hire and annual training report in on page 17.</p> <p>Penny Spainhour stated the DOT Drug Testing and said we had 12 Random tests total which consisted of 9 drug tests, 3 alcohol tests, 0 post-accident tests, and 0 reasonable suspicion tests.</p>
Agenda Topic	NCDOT Updates
Discussion	Alex Rotenberry – Absent – However, Jeff Cockerham spoke of new NCDOT updates and explained that now when vehicles are sold that any money received over \$5000.00 will be returned to NCDOT to give back to the Federal Transit Administration.
Agenda Topic	N.W. Piedmont Rural Training Planning Office
Discussion	Carter Spradling was absent no updates were given.
Agenda Topic	Review of Service and Veteran Statistics
Discussion	Jeff Cockerham discussed the Service and Veterans statistics, which is on page 18 of the packet.
Agenda Topic	ROAP Service Report
Discussion	<p>Jeff Cockerham discussed the ROAP Budget Service Report for July -September on page 19.</p> <p>Jeff Cockerham presented the Grant Funded Trips Eligibility Policy explaining the criteria for each program, the step-by-step procedure, the application, and the guidelines.</p> <p>Motion by Lisa Hughes Second by Tom Beckom Motion carried</p>
Agenda Topic	Advanced Software
Discussion	<p>A. NC Tracks billing update – Penny said everything was good at this time with NC Tracks, Modivcare, and MTM and does not have any updates.</p> <p>B. Delegate software issues/concerns – Mitzi said that they had been trying to try schedule some different ways to make the routes more efficient as possible. So far it is working great but having to take one step at a time. This allows her to be able to put in what hours a driver can work. This has been able to give drivers a day off. Jeff Cockerham also spoke about this and how this will help with the overtime.</p>
Agenda Topic	
Next Meeting	Barry Norman reminded everyone to plan to be at the next meeting on Thursday, February 6, 2025, @ 10:00 AM.
Meeting Adjourned	<p>Barry Norman wished everyone a Happy Thanksgiving, Christmas, and New Years since our next meeting would be after the holidays. Barry asked for a motion to adjourn the meeting.</p> <p>Motion by Tom Beckom Second by Bobby Todd Motion carried and the meeting adjourned at 10:45 AM</p>
Minutes Recorded By/Signature	<i>P. Spainhour</i>