



YVEDDI Public Transportation Transportation Advisory Board (TAB) Meeting Minutes

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| Date: 2/6/25 | Time: 10:00 AM | Location: Conference Call |
| Call to Order | Barry Norman called the meeting to order and thanked everyone for calling into the meeting. | |
| Committee Members Attendance | Tom Beckom, Vicky East, Michelle Ellis, Andrea Lane, Barry Norman, Carter Spradling, and Danny Thore, | |
| Staff Attendance | Jeff Cockerham, Reginald Nichols, Mitzi Hutchens, Paige Quesinberry, Penny Spainhour, and Terry Daniels, | |
| Excused | Lisa Hughes | |
| Absent | Bobby Todd, Mickey Cartner, Yolanda Lytton, and Alex Rotenberry | |
| Agenda Topic | Conflict of Interest Statement | |
| Discussion | Transportation Director, Jeff Cockerham read the Conflict of Interest Statement to the advisory board in the packet on page 2. . | |
| Agenda Topic | Approval of Minutes | |
| Discussion | Barry Norman said we needed to approve the minutes from the TAB meeting held on November 7, 2024. Barry Norman asked for a motion to approve the minutes. Motion by Tom Beckom Second by Carter Spradling Motion carried | |
| Agenda Topic | Mobility Management | |
| Discussion | A. Paige Quesinberry, Mobility Manager gave her reports on pages 5-7. These reports are for (October – December 2024). She asked if there were any questions and there were none. She also shared information on a variety of outreach programs that she attended. B. Jeff Cockerham, Transportation Director discussed the Microtransit Routes on pages 8 and 9. He said both routes are both doing well and reasonably priced transportation. He asked if there were any questions and there were none. C. Title VI was approved at the December Board Meeting. | |
| Agenda Topic | Operations | |
| Discussion | A. Jeff Cockerham, said our previous Operations Manager Dave Torres retired. B. Jeff discussed the maintenance reports of the vehicles on pages 10-16. He asked if there were any questions and there were none. C. Jeff said everyone was working together on Operational Issues to get everything completed. D. New Vehicles Arriving Jeff stated that we have received 6 of the 21 vans we have on order. He also informed the group that DOT requires if any vehicle is sold for over \$10,000 we have to return a percentage (20%) of the amount back to NCDOT. | |
| Agenda Topic | Safety and Training | |
| Discussion | A. Redd Nichols discussed the employee new hire training report in detail on page 17. B. Redd Nichols discussed the annual training, and what the new hires are trained on. | |

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| | 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. She discussed the 3-page Calendar Year DAMIS Report. Jeff said he highlighted the important items and he said the report is cloud-based and Penny completes the report online. The report showed a new hire driver tested positive for marijuana and that the person was terminated. |
| Agenda Topic | NCDOT Updates |
| Discussion | Carter Spradling said Alex Rotenberry has moved into another position. |
| Agenda Topic | N.W. Piedmont Rural Training Planning Office |
| Discussion | Carter Spradling said they were embarking on a new operations plan and the first steering committee will be at the end of the month and asked Jeff to join the meeting. Carter Spradling said he has taken another position and will moving out of his role and will be replaced within the next year. Jeff congratulated Carter, and thanked him for all of his work. |
| Agenda Topic | Review of Service and Veteran Statistics |
| Discussion | Jeff Cockerham discussed the Service and Veterans statistics in detail that's on page 18 of the packet. |
| Agenda Topic | ROAP Service Report |
| Discussion | Jeff Cockerham discussed the ROAP Service Report on pages 19. These reports are for October – December 2024. He asked if there were any questions and there were none. |
| Agenda Topic | Advanced Software |
| Discussion | A. NC Tracks billing update – Penny said everything was running smoothly. B. ModivCare and MTM – Penny had no new updates. C. Delegate software issues/concerns – Mitzi said she had no new updates |
| Agenda Topic | |
| Next Meeting | Barry Norman reminded everyone to plan on being at the next meeting on Thursday, May 1, 2025, @ 10:00 AM. |
| Meeting Adjourned | Barry Norman asked for any updates from the group, there were none. Barry asked for a motion to adjourn the meeting. Motion by Carter Spradling to adjourn Second by Tom Beckom Motion carried The meeting adjourned at 10:35 AM |
| Minutes Recorded By/Signature | <i>Terry Daniels</i> |