

**Human Services Transportation Plan Steering Committee/
HSTP Rural Subcommittee/HSTP Urban Subcommittee (in lieu of
Lack of Quorum)**

Tuesday, December 3, 2024 – 12:00 PM

Tri-County Regional Planning Commission (TCRPC)
Suite 401, 456 Fulton St., Peoria, IL 61602

Meeting Minutes

1. Welcome, Introductions, & Roll Call

Reema Abi-Akar called the meeting to order at 12:02 p.m.

RURAL AREA SUBCOMMITTEE				
Name	Organization	Representing	Present	Absent
Shelly Entrekin*	FCRT/FCRC	Fulton	~X	
Barb Long*				X
Audra Miles	Fulton County PCOM	Fulton	~X	
Joe Coffin	Thrive Community Services	Knox		X
Kraig Boynton	City of Galesburg	Knox	~X	
Hannah Fuchs	Marshall-Stark PCOM	Marshall		X
David Lueders	Marshall County Board	Marshall	X	
Mary Patton	AARP	Peoria		X
VACANT	VACANT	Peoria	-	-
Traci Dowell	MSW Projects	Stark		X
Shannon Peterson**	CIAOA	Stark	X	
Meghan Brake	TMCSEA	Tazewell		X
VACANT	VACANT	Tazewell	-	-
Tyler Rogers	ADDWC	Woodford		X
VACANT	VACANT	Woodford	-	-
URBAN AREA SUBCOMMITTEE				
Dawn Harper	EPIC	Agency	X	
Jodi Scott	Advocates for Access	CIL	X	
Dr. ShamRA Robinson*	Greater Peoria Mass Transit District	Provider		X
Angel Marinich*			~X	
Kylie Rathmann	Express Employment Professionals	Agency		X
Chris Mitchell*	Paratransit Users	User	~X	
Connie Schiele*				X
Jim Bremner	Washington Township	Partner	X	
Greg Cassidy	TCRC	Agency	X	

* = Shared seat

** = Proxy Vote

~ = Present via phone or Internet

Also in attendance:

Reema Abi-Akar, TCRPC
Carey Anderson, Galesburg CIL
Jared Arthur, Snyder Village
Allison Borland, SEAPCO
Adam Crutcher, TCRPC

Melissa Ohrwall, IDOT
Lori Reynolds, TCRPC
Tina Toner, IVCIL
Jodie Vanderheydt, SEAPCO

2. Public Comment

No public comment.

3. Approval of October 1, 2024 and August 6, 2024 minutes.

Not possible due to lack of quorum in the room.

4. HSTP Document Update

Reema Abi-Akar presented the following:

- IDOT has required an update to this region’s HSTP document for 2025, though this is a “lite” update. The only elements that will be revised are maps (demographics) and survey responses.
- Maps
 - Tri-County has put together eight updated maps based on the previous HSTP document from 2023. These maps represent the entire HSTP region; staff also produced eight more maps for the urbanized area that will not be updated in this meeting.
 - These maps represent 2020 American Community Survey (ACS) data from the US Census, whereas the previous data was from 2022 ACS.
 - Reema presented the region-wide maps side by side to show the changes – some are slight.
 - Reema said that she will send the updated urbanized area maps to the group after the meeting.
- Survey responses: 17 new
 - Categories:
 - Agency: 3
 - Public: 12
 - Transit Riders: 1
 - Transit Providers: 1
 - There were not enough responses to analyze this data by itself; staff will work on integrating them into the previously completed surveys for the final report.
- Next meeting: February

- Will have draft ready to view with all of these changes integrated into the document. The bulk of the document will be the same.

5. Discussion: Bylaws Suggested Changes

Reema presented suggested changes to the HSTP bylaws.

- Article I: Purpose
 - Part D
 - These bylaws do not define the population that this committee focuses on – this new edit includes that description.
- Article III: Membership
 - Added “county” in the types of government representatives (this is already happening in practice; this change just documents it)
 - Part A
 - #1 and #2
 - Removed “Up to” – this change confirms the number of voting members needed for a quorum.
 - #3
 - This is not a change, but a discussion point:
 - “Up to two members to represent the region as a whole, to be appointed by the rest of the committee.” These are essentially “At Large” appointees.
 - Reema noted that this committee does not currently have representatives who fill these positions – should this language be kept or removed?
 - Some attendees noted that the language should be kept in case this practice is potentially explored later.
 - Part C
 - #1 and #4
 - Clarified that for urban subcommittee representatives, Tri-County’s Technical or Policy chair can recommend members if needed too, since the county board chairs can already do this for the rural representatives.

- Part D
 - #1
 - Clarified when a member may not have one vote (listed in #3, when a seat is shared and both members are present)
 - #4
 - Combined with old #5 to clarify that there is a specific proxy form to use
 - New #5
 - Wrote out IDOT Office of Intermodal Project Implementation and made one grammatical change
- Article IV: Meetings
 - Part C
 - Added the new law for 2024 – a member can be allowed to attend a meeting virtually if they have childcare obligations.
 - Removed the first sentence after the italics – the second sentence essentially states this in different words.
 - Part E
 - Style change (wrote out “three”)

6. Discussion: Meeting Location

Reema reported on the following:

- From the survey sent out by email, eight people responded from four out of the seven counties.
- The highest chosen locations were:
 - Peoria (#1)
 - Metamora (#2)
 - East Peoria (#2)
 - Canton (#3)
- The highest chosen number of locations were:
 - Two meeting locations
 - Three meeting locations
 - There was also some interest in having 5-6 locations, (though in retrospect, that would be challenging from a logistical standpoint)
 - Each location would have to have both in-person and virtual meeting capabilities to be able to include everyone.

- But there is no one place that does not cut someone out.
- Reema mentioned that one piece of feedback she heard was that the Twin Towers building is not easily accessible for those with mobility issues.
- One attendee noted that even in small towns, it can be possible to find meeting spaces equipped with virtual meeting technologies.
- Reema mentioned that she reached out to some of the representatives who have to drive further (Canton, Galesburg, Marshall-Stark) to see if they would be interested in a very informal individual meeting once or twice per year to talk about local transportation issues, and Reema can report findings at the next in-person meeting of the group.
 - One option for the group is to cancel one meeting, and instead, hold informal gatherings at each of those three locations. Anyone would be welcome to join, though the conversations would be focused on those specific regions.
- Reema offered another suggestion: Next year, the group could potentially meet in Canton and Metamora one or two times each, and Peoria the rest of the time.
- Reema noted all members are important. It is vital to try to accommodate everyone, and the committee needs to have better in-person attendance to achieve a quorum.
- Reema noted that she will dig deeper into these potential options and thanked the attendees for giving their feedback.

7. Provider and Agency Updates

Tazewell County Resource Centers (TCRC)

Greg Cassidy stated that TCRC took possession of buses acquired from IDOT's consolidated vehicle procurement (CVP) program.

Snyder Village

Jared Arthur stated that Snyder Village is continuing to work on vehicle maintenance.

Illinois Department of Transportation (IDOT)

Melissa Ohrwall stated that vehicles are being built, and IDOT hopes to have some available in Spring or Summer of 2025. She also stated that to participate in the CVP program, attendance at HSTP meetings is required.

Advocates for Access

Jodi Scott had no report.

Washington Township

Jim Bremner had no report.

Marshall County Board

David Lueders stated they are down to one lift van. Two new vans were ordered, but they have not heard anything about that yet.

EPIC

Dawn Harper had no report.

Special Education Association of Peoria County (SEAPCO)

Jodie Vanderheydt and Allison Borland stated that truancy is becoming a big problem at all student age levels due to lack of transportation. Lack of bus drivers, locations of bus stops, and neighborhood safety are the main issues.

Illinois Valley Center for Independent Living (IVCIL)

Tina Toner had no report.

Greater Peoria Mass Transit District (GPMTD)

Angel Marinich stated that CityLift/CountyLink are usually short-staffed, and even more so now with all the seasonal illnesses going around with the staff they do have. Angel stated that they are waiting for CVP vehicles.

Fulton County Rural Transit/Fulton County Rehabilitation Center (FCRT/FCRC)

Shelly Entrekin had no report.

Galesburg Center for Independent Living (CIL)

Carey Anderson had no report.

City of Galesburg

Kraig Boynton stated that he is expecting new dispatching software from the Galesburg Community Foundation. They are able to provide free transportation for riders in public housing due to a grant from the Community Foundation.

8. HSTP Coordinator Report

Reema Abi-Akar shared a GIS map of HSTP Transit Providers. Anyone can click around to see who the transit provider is for each area. There are still some bugs, so please report any inaccuracies. Reema noted that Tri-County staff still needs to collaborate with Galesburg personnel to add their transit data.

9. Other

- a. Next meeting: Tuesday, February 4, 2025, at 12:00 p.m.

10. Adjourn

The meeting was adjourned at 1:11 p.m.