



## **HSTP Steering Committee Meeting (Human Services Transportation Plan)**

**Tuesday, December 5, 2017 – 12:00 PM**

*Open to the Public*

**Meeting Location: 456 Fulton St. Suite 420  
Peoria, IL 61602**

### **Agenda**

- 1. Welcome, Introductions & Roll Call**
- 2. Approval of the October 5, 2017 Minutes (attached)**
- 3. Provider and Agency Updates**
- 4. HSTP Coordinator Report**
- 5. IDOT – 5310 Preventative Maintenance Guidelines**
- 6. 2018 Meeting Schedule**
- 7. Other**
- 8. Adjourn**

Opportunities for public comment will be afforded.

For more information, contact Hannah Martin at (309) 673-9796 ext. 225 or [hmartin@tricountyrpc.org](mailto:hmartin@tricountyrpc.org), or visit <http://www.tricountyrpc.org/multi-modal/transit/>

In compliance with the American with Disabilities Act, should any person wishing to attend this meeting need special accommodations for signing or other communications, please contact the Tri-County Regional Planning Commission Office at (309) 673-9330.

# Human Services Transportation Plan Steering Committee Meeting

**Thursday, October 5, 2017 - 12:00 PM**

TCRPC Conference Room, 456 Fulton Street, Suite 420, Peoria, IL

## Meeting Minutes

### Welcome, Introductions & Roll Call

Hannah Martin called the meeting to order at 12:06 p.m.

<b>RURAL AREA SUBCOMMITTEE</b>				
Name	Organization	Representing	Present	Absent
Shelly Entrekin*	FCRC/FCRT	Fulton	X	
Barb Long*			X	
Doug Manock*	Fulton County Board	Fulton		X
Audra Miles*	Fulton County PCOM		X	X
Susan Lindsey	KCCDD	Knox	X	
Kraig McCluskie	Galesburg Transit	Knox		X
Diana Bradstatter	Marshall-Stark PCOM	Marshall	X	
Debbie Daykin	Marshall County Board	Marshall	X	
Mary Patton	AARP	Peoria	X	
Mark Rothert	Peoria County Asst. Admin.	Peoria		X
Traci Dowell	MSW Projects	Stark	X	
Robert Mueller	Stark County Board	Stark		X
Mary Jo Holford	Tazewell County Board	Tazewell		X
Michael Godar	Tazewell County Board	Tazewell		X
Jonathan Gauerke	ADDWC	Woodford	X	
Mike Hutchinson	We Care	Woodford		X
<b>URBAN AREA SUBCOMMITTEE</b>				
Dawn Harper	EPIC	Agency	X**	
Jeannine McAllister	Advocates for Access	CIL	X	
Doug Roelfs	CityLink	Provider		X
Renee Razo	Central Illinois Agency on Aging	Agency		X
Lee Linwood*			X	
Connie Schiele	Paratransit user	User	X	
Don Rulis	CWTC	Agency	X	
Greg Cassidy	TCRC	Agency	X	

\*Shared seat \*\*Proxy Vote

### Also in attendance:

Hannah Martin, TCRPC  
 Ryan Harms, TCRPC  
 Julie Main, Galesburg Transit  
 Julie Briner, MSW Projects  
 Mackenzie Clauss, TCRPC

Kim Zimmerman, NCICG - HSTP  
 Brian Hiatt, MV Transportation  
 Nancy Anderson, DHS  
 Cindi Dickerson, EPIC\*\*

## **Approval of the August 01, 2017 Minutes**

A motion was made by Susan Lindsey to approve the August 01, 2017 meeting minutes, seconded by Debbie Daykin, and passed unanimously.

## **Provider and Agency Updates**

### ***MSW Projects***

Traci Dowell updated the committee on some corrective financial matters for Marshall-Stark Transportation. Their grantee, Marshall County, does not have an indirect cost rate, so MSW as the operator cannot charge an indirect cost rate either. The necessary budget revision however has been completed, allowing funding processes to return to normal.

### ***Greater Peoria Mass Transit District (CityLink, CityLift, CountyLink)***

Andrew Dwyer informed the group that he had spoken with Mike Healy at the IPTA Conference a few weeks ago regarding CVP award announcements – they're forthcoming. GPMTD will be auctioning off paratransit vehicles which have recently been replaced. On top of the recently acquired 26 paratransit vehicles, 5 more will be received late this year. Mr. Dwyer also announced that the long awaited coordinated dispatch project is expected to go live in the next week or two. There is also currently an RFP out for CountyLink service provision. Lastly, Peoria County has made known their intent to completely transfer the FTA Section 5311 grant to GPMTD, beginning in FY19 (July 1, 2018).

### ***Department of Human Services***

Nancy Anderson had recently attended an event in Springfield from which she reports, DHS efforts have begun to turn toward looking more closely into workplace accommodations for person with disabilities.

### ***Fulton County Rehab Center***

Shelly Entrekin reported that they have picked up a mini-van at the August delivery date, but will still need to make the trip again for Fulton County for another vehicle later this fall. The different delivery dates reflect the different grants associated with the specific vehicles.

### ***Tazewell County Resource Center***

Greg Cassidy announced they will be picking up a Medium Duty Vehicle later this month.

### ***Galesburg Transit***

Julie Main reported on behalf of Kraig McCluskie that they will have two hybrid-electric buses on the road soon, after a VIN glitch is taken care of. Ms. Main also updated the committee on the project with Carl Sandburg College. The pilot program has begun now, meaning students are now able to ride the bus just by showing their Student IDs.

### ***Central IL Agency on Aging***

Lee Linwood shared that CIAOA has a 20-passenger vehicle available for use for those interested in group trips.

## ***EPIC***

Cindi Dickerson reported on behalf of Dawn Harper that they have found a local mechanic who has been very successful working with their paratransit vehicles. Two IDOT buses are now back in service thanks to his diligent efforts.

## ***Connie Schiele***

Ms. Schiele inquired about any efforts to measure transportation need in the urban areas not served by CityLift. Mr. Dwyer gave a thorough description of the Grey/CAUSE area issue. Mr. Linwood pointed out that those needing rides CityLift cannot accommodate in the urban area, may be able to receive transportation from CIAOA if they are over 60 years old.

## **HSTP Coordinator Updates**

Ms. Martin had two topics for discussion this meeting. The first was the Intercity Bus Call for Projects issued by IDOT in mid-September. The grant program is admittedly not one with which Ms. Martin is well-acquainted. She and other HSTP Coordinators will look to discuss this as a group in the coming weeks. If the committee has any questions, Ms. Martin would be happy to discuss them at that time in addition to any individual agency's outreach to the appropriate IDOT personnel regarding this program. The second item Ms. Martin brought to the group was an announcement regarding upcoming Preventative Maintenance Best Practices. IDOT will be hosting a webinar at the end of October targeted at local 5310 coordination oversight partners (HSTP Coordinators and/or MPO representatives). The webinar will be recorded and distributed by said partners at the local/regional level. A print-out of this information was handed out at the meeting for everyone to keep in mind. Again, if there are specific questions from meeting attendees, Ms. Martin would be happy to carry them forward to recorded webinar session.

## **Website Planning Discussion**

Ryan Harms and Mackenzie Clauss of TCRPC presented on and led a discussion of the website update TCRPC is expected to complete in the next few weeks. The discussion was an opportunity for meeting attendees to provide comment and critique of the site in its draft status, especially on portions of the website pertaining to HSTP. Some of the suggestions coming from the committee are listed below:

- Grant Opportunities – Highlight them in the News/Events section as well as keeping longterm info in a permanent location elsewhere.
- Include information on Non-Emergency Medical Transportation. Link to 211HOI.org
- Look into ADA compliance and guidelines for websites & compare.
- Calendar of Events
- Include brief direction as to how persons are appointed to various committees

TCPRC looks forward to using these suggestions to improve this critical means of interfacing with key stakeholders and the general public.

### **Other**

Andrew Dwyer added that Non-Emergency Medical Transportation provider, Alpha&Omega Transportation has ceased service in the Peoria region.

### **Adjournment**

Dianna Brandstatter made a motion to adjourn the meeting, seconded by Lee Linwood. The meeting adjourned at 12:54 p.m.

—Submitted by Hannah Martin & Michael Bruner

DRAFT