



HSTP Steering Committee Meeting (Human Services Transportation Plan)

Tuesday, December 4, 2018 – 12:00 PM

Open to the Public

**Meeting Location: 2105 NE Jefferson Ave
Peoria, IL 61603**

Agenda

- 1. Welcome, Introductions & Roll Call**
- 2. Public Comment**
- 3. Approval of the June 5, 2018 and October 2, 2018 Minutes**
- 4. Provider and Agency Updates**
- 5. HSTP Coordinator Report**
- 6. Discussion: Succession Planning**
- 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, 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

Tuesday, June 5, 2018 – 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 12:01 p.m.

RURAL AREA SUBCOMMITTEE				
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	
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	
Andrew Dwyer	GPMTD - CountyLink	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
Tyler Rogers	ADDWC	Woodford		X
Mike Hutchinson	We Care	Woodford	X	
URBAN AREA SUBCOMMITTEE				
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
James Barrett*			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
 Audrey Barrett, Snyder Village
 Julie Main, City of Galesburg
 Reema Abi-Akar, TCRPC
 Richard Dubois, St. Joseph's Nursing Home

Chris Mitchell, Public Citizen
 Dedra Mannon, Handivan
 Julie Briner, MSW Projects

Public Comment

Chris Mitchell reported that CityLift experiences have been positive lately. Debbie Daykin was happy to see Allen Road under construction and looks forward to the improved surface.

Approval of the April 17, 2018 Minutes

Debbie Daykin moved to approve the April 17, 2018 minutes and Connie Schiele seconded. Mary Patton clarified in the minutes that the potential change in funding regarding adult daycare centers was not a result of the current federal administration, but the state administration. She mentioned that there were complications with this. With this correction to the minutes, the motion carried.

Provider and Agency Updates

Central IL Agency on Aging

James Barrett gave a brief reminder that they will be having a golf outing in August.

EP!C

Dawn Harper reported that EP!C just purchased a van two weeks ago, but they are still in need of a bus. She asked that anyone who knows of a bus being sold somewhere to let her know. Ms. Harper also mentioned that she received a call from Jeff Waxman at IDOT letting them know that there will be inspections occurring soon.

AARP

Mary Patton further explained the potential change in funding regarding adult daycare centers, as listed in the past meeting's minutes. She said that the initial push was to make this issue a standalone bill to be brought towards the State of Illinois in Springfield, but it was suggested that it should be lumped into the budget discussions. Ultimately, she said, the issue was not brought up at the same session as the budget discussions in Springfield. She was told that it may still be brought up in the veto session or the January lame duck session.

Marshall County

Debbie Daykin reported that MSW received payment for the third quarter from 531, and they are now caught up. She said that the resolution passed at the last county board meeting.

Marshall-Stark Transportation

Tracy Dowell said they are trying to acquire to new minivans.

WeCare

Mike Hutchinson mentioned that there will be a golf outing on Monday, June 11.

CountyLink

Andy Dwyer reported that they are working on the IGA with GPTMD and Peoria County. He said that the new plan was that the district would take over the coordinated dispatch system, though they are still working out the fine details.

CityLink

Doug Roelfs mentioned that Dump the Pump Day will take place next Friday (June 15th), and there will be giveaways for passengers on the vehicles. He also noted that CityLink is applying for six electric buses under the LoNo grant program. The application is due on June 18.

KCCDD

Susan Lindsey reported that they had annual auction at the end of April. She said they are going to try a Ford transit vehicle instead of a minivan. There are two driver positions open, which pay \$8.75, then \$9.25 after six months, plus benefits.

St. Joseph Nursing Home

Richard DuBois reported that there will be an antique tractor show in Lacon this weekend. He said that they had received a 5310 grant 10 years ago. Now, they have filled out a request for a 5310 grant for minivan, although a transit vehicle would be better, Susan Lindsey said.

Paratransit User

Connie Schiele asked about outer county areas that aren't served as often though paratransit, such as North Pekin and Marquette Heights. Hannah responded that nothing more has happened recently, but there is a feasibility study in progress to target areas that need the most help to pinpoint for possible funding. Connie said that she is willing to make contacts and do other things to help spread this service area because her family members live around there.

Snyder Village

Audrey Barrett reported that they have a Transit model vehicle that Susan mentioned, and their residents don't like it because taller people have to duck. She mentioned that they also have less headroom. She said this is called a Freedom van.

Hannah asked the group for further opinions of minivans. Dawn responded, saying they are not wide enough. Susan Lindsey said that they have one Chevrolet Uplander minivan, and they do not like it because specialized chairs don't fit properly. Dawn also said they have lots of problems with their Uplander.

Chris Mitchell asked whether it's possible to use vans that churches would sell. Hannah said that IDOT probably won't be able to fund the money to purchase vehicles that were previously used for a church. Dawn says these vehicles may not be applicable for wheelchairs. Chris said

United Methodist church has a district office in Springfield—it might help to call churches directly. She said she wishes she could go with the people purchasing the vehicles so she can learn how to get in and out easier. Chris noted that churches likely do have paratransit vehicles because their populations are aging.

HSTP Coordinator Report

Hannah said her largest time commitment goes to preparation and submission of applications. She is working on getting a final list of everyone who has submitted all documents. Hannah reminded the group if they do have any remaining supplemental materials, make sure to get them in to her and Mike Healy by June 30th.

Hannah said that the plan to examine paratransit service expansion outside of existing service areas is still on her list. Chris Mitchell said that she spoke with people in Creve Coeur, and people don't believe that the city would be able to put further funds into public transportation. Connie said that cities such as Creve Coeur don't have the tax dollars that bigger communities have. Connie said that in the past she attended a council meeting for the village of Creve Couer and is happy to attend more. Andy Dwyer said that the corner of Main & Highland has a fixed-route stop, but door-to-door services "can be a no-man's land."

Hannah also reminded the committee that the HSTP document is on a 3-year update cycle, identifying next spring as the plan's "due date".

HSTP Goals, Objectives, Action Items Revision Survey

Hannah explained that she is looking to try to tailor the list of existing plan elements to what people actually want. She passed out a survey that lists the total elements (handout). Mary Patton asked to clarify if "long-term" refers to projects that require continuous attention and work. Hannah says yes. She said that attendees can also choose to write "ongoing" or "O" in the space to be clearer.

Attendees took the remaining meeting time to fill out the survey and submit them as they left.

Other

None.

Adjournment

Mike Hutchinson moved to adjourn the meeting and Debbie Daykin seconded. The meeting adjourned at 12:41 p.m.

—Submitted by Reema Abi-Akar & Hannah Martin

Human Services Transportation Plan Steering Committee Meeting

Tuesday, October 2, 2018 – 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 12:01 p.m.

RURAL AREA SUBCOMMITTEE				
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	
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	
Andrew Dwyer	GPMTD - CountyLink	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
Tyler Rogers	ADDWC	Woodford		x
Mike Hutchinson	We Care	Woodford	x	
URBAN AREA SUBCOMMITTEE				
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	
James Barrett*			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
Reema Abi-Akar, TCRPC
Julie Main, City of Galesburg
Audrey Barrett, Snyder Village

Julie Briner, MSW Projects
Ellen Larsen, VNA Services

Public Comment

None

Approval of the June 6, 2018 Minutes

Hannah noted that since there is no quorum, the group cannot move to approve the minutes. However, she opened the floor for any questions or comments about them. Greg Cassidy noted that he is listed as absent, but later is shown to have seconded a motion. This inconsistency will be fixed for next time.

Provider and Agency Updates

EP!C

Dawn Harper reported that EP!C recently passed in an IDOT inspection.

Tazewell County Resource Center

Greg Cassidy said that they received a notice that the 2017 CIBP grant is due for pickup, so he is planning to pick it up in the next couple weeks.

MSW Projects

Julie Briner reported that they received a new van the previous Friday from the CIAOA grant.

KCCDD

Susan Lindsey said that there had been an accident about a month ago, and one of their vehicles was totaled as a result. She said that they are currently working with an insurance company. The vehicle was a 2014 model van from 5310 funds. Debbie Daykin mentioned that this had happened to them in the past, and that it took about two years to finalize the insurance process.

Susan asked if there have been any updates from May applications, and Hannah said she had not heard anything about it yet.

Susan also mentioned that they are happy that the Springfield Regional Maintenance Center was able to repair a van for them. She said that some drivers had put the wrong fuel in some of the vehicles, which has required maintenance on them.

Fulton County PCOM

Audra Miles reported that with the FCRC, CVP 16 still has no title for two buses and a minivan. For FCRT, CVP 16 also still has no title. She also mentioned that they are picking up a van next week. Debbie Daykin and Greg Cassidy agreed that they also have had a problem with not receiving titles for vehicles.

We Care

Mike Hutchinson reported that Woodford County has one vehicle, and two are being picked up later this month.

CityLink

Doug Roelfs reported that CityLink will begin contract negotiations next week. He also said that they were not successful in receiving LoNo funds.

Additionally, he mentioned that CityLink has been working to allocate \$80,000 of FTA Section 5310 grants to making bus stops more accessible and ADA compliant. Construction is likely to begin next spring.

CountyLink

Doug Roelfs also reported that they are getting closer to finalizing an intergovernmental agreement with the county. When this is finalized, he said, all funding will come straight to them instead of a passthrough. Further, he said that they received two new buses last week from a previous grant, meaning that they will have two buses for sale sometime in the near future.

Galesburg Transit

Kraig McCluskie reported that they are currently contracting with Carl Sandburg Community College and they are excited to do so without funding issues. Kraig also said that they have been contacting community school districts to provide alternative transportation for schoolchildren to begin a program with school districts. This alternative transportation could refer to summer vacations, missed classes, or other issues. Kraig said that it costs the school district \$80 per student per day for missed transportation such as missed school buses. This program would allow students to use their school ID to take alternative transportation when they need it.

City of Galesburg

Julie Main reported that they had a transit fair recently. She said that there are still no grant agreements for 5311 yet. She also said that the City has received two buses.

Additionally, Julie mentioned that Keith Spencer will be taking a new job. Julie herself will also be retiring in mid-January of this year.

Central Illinois Agency on Aging

Renee Razo reported that while she has no new updates regarding transportation, she mentioned that their nutrition program is looking for a new driver.

Snyder Village

Audrey Garrett said that Snyder Village is also in need of new drivers.

HSTP Coordinator Report

Referring to Doug Roelfs' report, Hannah mentioned that she has been busy with the \$80 allocated to updating bus stops. This work includes addressing new bus stop shelters, a City of Peoria intersection improvement, money from the transportation enhancement program for more lighting near Charter Oak and Allen roads. These changes would likely start next spring.

Discussion: Autonomous Mobility

Hannah then gave a presentation about the work she and Tri-County have been doing regarding autonomous mobility in the region in partnership with the Greater Peoria Economic Development Council, Peoria Next Innovation Center, and Bradley University. She asked if anyone had any questions.

One of the questions posed in Hannah's presentation was, "What kind of services do we still need?" Debbie Daykin, responding to this question, said that they need someone to be able to physically help a person in a wheelchair onto the vehicle and fasten them in. Even if the vehicles were autonomous, there would still need to be a person on board to do this. Debbie said that probably one quarter of the riders use wheelchairs or are disabled who would need someone to assist them to board the vehicle.

Debbie also commented that she could see autonomous vehicles helping employed people in a large carpool, although if someone needed to leave in the middle of the day for something unplanned (ex. a medical issue or needing to pick up a child from school), there may need to be more planning. Hannah responded that these services could be closer to Uber or Lyft. Greg Cassidy said that there are Zipcars on college campuses that allow students to check them out. Julie Main agreed, saying that there is a Zipcar available through HyVee, and users pay using the Venmo app.

Hannah asked if the group thought if rural transportation should be included in the autonomous pool sometime in the future. Debbie Daykin said that this may be the last thing that would turn to autonomous since there would still need to be helpers in the vehicle to assist the riders. Greg Cassidy said that it's true that autonomous vehicles would not fully solve these problems, but it may alleviate some problems, which would still be beneficial in the long run.

Mary Patton asked Hannah if she is meeting frequently about this issue, and Hannah responded that she is. Hannah said that if anyone is interested in attending these meetings or learning more about this issue, they can contact her.

Hannah also said that perhaps autonomous vehicles could help currently underserved areas such as Germantown Hills or Creve Coeur.

Other

Julie Main said that her office is taking applicants to replace her once she retires. She said that these applications are due in October, and they ideally would like a candidate with a background in transportation. Julie mentioned that this job notice is posted through RTAC.

Adjournment

Debbie Daykin moved to adjourn the meeting, and Susan Lindsey seconded. The meeting adjourned at 12:45 p.m.

—Submitted by Reema Abi-Akar & Hannah Martin