



HSTP Steering Committee Meeting (Human Services Transportation Plan)

Tuesday, February 6, 2018 – 12:00 PM

Open to the Public

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

Agenda

- 1. Welcome, Introductions & Roll Call**
- 2. Public Comment**
- 3. Approval of the December 5, 2017 Minutes (attached)**
- 4. Provider and Agency Updates**
- 5. HSTP Coordinator Report**
- 6. Nutrition and Transportation Needs in Central IL**
- 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

Thursday, December 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 12:02 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
Jonathan Gauerke	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
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
 Julie Briner, MSW Projects
 Kathie Brown, U of I Extension

Julie Main, Galesburg Transit
 Amy Phillips, WIAAA
 Adam Duvall**, Advocates for Access

Kathie Brown introduced herself to the committee, explaining her role in the University of Illinois Extension Office of Community & Economic Development. She also noted her coordination efforts with the Rural Peoria LISC organization and its interest in transportation services available to the communities of rural Peoria County.

Approval of the October 05, 2017 Minutes

A motion was made by Connie Schiele to approve the December 05, 2017 meeting minutes, seconded by Mary Patton, and passed unanimously.

Provider and Agency Updates

WeCare

Mike Hutchinson announced that both Tazewell and Woodford Counties were each awarded two Medium-Duty vehicles through CVP which he will be picking up December 19th.

Tazewell County Resource Center

Greg Cassidy will be picking up a Medium-Duty CVP vehicle on December 12th.

Central IL Agency on Aging

Renee Razo introduced CIAOA's new Transportation Manager, James Barnett. He has transportation experience as the Supervisor for Champaign Unit #4 School District's bus program. James replaces Mr. Lee Linwood who is now the Safety Manager for CityLift.

KCCDD

Susan Lindsey reported that they picked up a new Medium Duty CVP vehicle about a month ago (after only being notified one week prior to pick-up date). Ms. Lindsey also polled the group for advice on how to initiate transferring a 2008 Chevy Uplander van which they obtained from a grant, but are not using frequently anymore as it can't accommodate most of their clients who use specialized wheelchairs.

Andrew Dwyer suggested contacting Jeff Waxman at IDOT. He assisted Mr. Dwyer in a recent effort to transfer some of the CityLift vehicles to the City of Quincy.

Ms. Martin asked if anyone here in the region would like to be the potential recipient of the vehicle Ms. Lindsey mentioned. Representatives of Advocates for Access and EP!C voiced interest.

City of Galesburg

Julie Main inquired whether any other committee members had applied for the Intercity Bus Grant, but no one indicated so. The City of Galesburg did apply and are hoping to receive funding for capital improvements to the Amtrak/Burlington Trailways Station property. Specifically, they would look to increase seating and install shade structures.

Connie Schiele

Ms. Schiele believed the steps of the new CityLift paratransit vehicles to be more difficult than those of the older vehicles. Specifically, she cited challenges adjusting to the initial taller step and wider boarding area, which also means more space between the two hand rails.

Mr. Dwyer responded to Ms. Schiele, insisting that lots of care had been put into the overall design. The changes cited by Ms. Schiele seem to be in step with current and future industry standards for vehicles. He also added that another reason this vehicle style was chosen is because the chassis has been designed to last longer and that will assist in complying with the FTA's Transit Asset Management requirements. Mr. Dwyer concluded by offering to continue discussions like these at the CityLink ADA Meetings, noting the next would be on December 13th (next Wednesday).

Dawn Harper spoke in favor of vehicles with the wider steps. The increased width allows for her fellow staff at EPIC to assist clients in boarding the bus by being able to stand alongside them.

Greater Peoria Mass Transit District

Doug Roelfs reminded everyone there would be a public meeting from 4pm to 7pm tonight for the environmental study of the potential Northside Transfer location. The meeting is to be held at the Life Together Center at the corner of Sheridan Rd. and War Memorial Dr.

Mr. Dwyer also updated the committee on the Coordinated Dispatch effort. The software has gone live, which is Step 1 of this process. Step 2 will involve switching all CountyLink calls over to the CityLift number. That is expected to go into sometime around February next year. Finally, Mr. Dwyer also noted the ongoing negotiations with the union contract for paratransit drivers and the contract to be completed between Peoria County and MV Transportation.

HSTP Coordinator Updates

Ms. Martin gave a quick re-cap of the Public Design Session for the City of Pekin's Derby St. Corridor Study. TCRPC helped to fund the study through their Special Transportation Studies grant program. A significant portion of Derby St. is serviced by CityLink and considerations for bus travel through the corridor were noted in this design process. Additionally, a major complaint from idea groups was the grossly incomplete sidewalk network in that corridor. Steps to enhance safe travel for pedestrians and those with mobility challenges were a noted priority for corridor improvements. Ms. Martin encouraged those in the room to contact her if they or someone they know has an interest Derby St. and would like to find out more.

Ms. Martin also polled the room as to whether anyone was familiar with a transportation tax fringe benefit program in which employers can make it possible for employees to set aside pre-tax money to go toward public transportation. Kim Zimmerman, HSTP Coordinator for Regions

1 and 3, has been looking into this idea with the help of an accountant who uses this program in the Chicago region. Ms. Main said that while she was not familiar with this exact program, she is aware that businesses can write off the purchase of bus passes for their employees on their taxes.

IDOT – 5310 Preventative Maintenance Guidelines

Ms. Martin briefly highlighted some portions of the presentation IDOT had done with the HSTP Coordinators last month.

Some comments following the presentation:

- It would be preferable that IDOT would distribute relevant materials or standards developed in house or otherwise...just not copies of policies or forms they liked from other agencies or organizations in the state.
- Some of the standards/rules of thumb in the presentation were identified to perhaps be too lenient if a vehicle frequently has passengers using bigger, more robust wheelchairs on a lift.
- The Regional Maintenance Workshops have touched on a lot of the same material as this presentation. They're held twice a year (Springfield and Rockford), organized by RTAC. If possible, it's helpful to bring lead maintenance personnel, even if they are not your staff. EP!C, specifically, has benefitted from doing this.
- Trying to determine the correct maintenance recommendations can be unclear and frustrating as vehicle manuals and warranty papers may not agree with relevant language in the contracts from IDOT for those vehicles.

Other

None.

Adjournment

Debbie Daykin made a motion to adjourn the meeting, seconded by Mike Hutchinson. The meeting adjourned at 12:54 p.m.

—Submitted by Hannah Martin