

**Human Services Transportation Plan Steering Committee Meeting**  
**Wednesday, March 21, 2012 – 12:00 PM**  
TCRPC Offices, 211 Fulton, Suite 207, Peoria, IL  
**Meeting Minutes**

**Welcome & Introductions**

Maggie Martino called the meeting to order a 12:02 p.m.

**Roll Call:**       Present                       Not Present

**Rural Area Subcommittee**

- Debbie Daykin**, Marshall-Stark Transportation
- Dean Grimm**, Tazewell County Board
- Terry Hillegonds**, Tazewell County Board
- Tom Howes**, Stark County Board
- Rex Lewis**, Fulton County Rural Transit (shared seat)
- Barb Long**, Fulton County Rural Transit (shared seat)
- Mary Patton**, AARP, Peoria County
- James Thompson**, Woodford County
- Kraig McCluskie**, Galesburg Transit
- Margaret Bent**, VNA Community Services
- John Hamman**, Rural Peoria County Link  
(Open, Fulton County)  
(Open, Marshall County)  
(Open, Marshall County)  
(Open, Woodford County)

**Urbanized Area Subcommittee**

- Sandi Eberle**, PARC
- Ty Livingston**, City of East Peoria
- Renée Razo**, Central Illinois Agency on Aging
- Connie Schiele**, paratransit user
- John Williams**, Greater Peoria Mass Transit District (shared seat)
- John Stokowski**, Greater Peoria Mass Transit District (shared seat)
- Joe Alexander**, Greater Peoria Mass Transit District (shared seat)
- Shirley Wells**, Advocates for Access  
(Open seat to replace Mabel Van Dusen)

**Others present**

- Maggie Martino, TCRPC
- Jill Goforth, TCRPC
- Brian M. Szuda, IVCIL
- Greg Cassidy, TCRC
- Angel Marinich, MV Transportation
- Steve Bernal, MV Transportation
- Dedra Mannon, Galesburg Handivan
- Julie Main, City of Galesburg
- Susan Lindsay, KCCDD
- Karen McDonald, TCRPC

## **Peoria County CVP Public Hearing**

Maggie Martino opened the public hearing for Peoria County. John Hamman explained to those present that he would be applying to replace four vehicles through the CVP program. The floor was opened for questions. Debbie Daykin asked if public hearings were a required component of the CVP process. John Hamman explained that he was advised to hold one. No questions regarding Peoria County's applications were asked. Maggie Martino called the public hearing to a close.

## **Approval of the January 25, 2012 Minutes**

Jim Thompson made a motion to approve the minutes, with a second from Marry Patton. The motion was unanimously approved with a voice vote.

## **Provider and Agency Updates**

Ms. Martino went around the table and asked for an update from all of the providers and agencies.

- John Hamman announced that Peoria County will have a new provider beginning April 2, 2012. The provider will be MV Transportation, a private company that also provides transportation for CityLink.
- John Stokowski announced that CityLink has received a planning grant to study the feasibility of building a transit center in North Peoria. If the transit center is built, CityLink will offer an express bus service to link the two stations together.
- Greg Cassidy stated that TCRC has applied for two grants, and that he would explain in more detail later in the meeting.
- Margaret Bent announced that VNA Community Services is partnering with the City of Knoxville to provide free rides to its residents. The City of Knoxville felt the need to increase public transportation options for their residents because of high gas prices. The details have not been fully worked out, but they are considering offering free rides up to a certain dollar amount.
- Brian Szuda is responsible for the new rural transportation system in the City of Ottawa. His group is currently providing limited service for medical needs as they wait for final approval from IDOT. He has been attending out meetings to learn as much as he can about HSTP and rural transportation.
- Sandi Eberle stated that she has applied for two additional vehicles from IDOT. She also recently met with the City of Peoria to discuss how to make public transit safer, particularly for her clients at PARC.
  - A discussion between John Stokowski, John Williams and Sandi Eberle began. It was noted that many PARC clients have difficulty crossing the street to get to the bus stop because traffic moves so fast in that area. Additionally, there is very little in terms of accessibility in this part of north Peoria. There are no sidewalks. Sandi Eberle said she will likely apply for a New Freedom grant during the next funding round to improve accessibility near the PARC facility.
- Barb Long announced that FCRT had been named "Provider of the Month" by the MY TRIP group. Fulton County Rural Transit's story is featured in the March/April MY TRIP Minute newsletter. She also stated that FCRT will be celebrating their one year anniversary in April. Additionally, they are exploring transit options with Spoon River College as well as veterans.
- Rex Lewis stated that FCRT is expecting a new 26-passenger vehicle from IDOT and is applying for an additional 26-passenger vehicle. He explained that there is a very large population of individuals in wheelchairs in Fulton County.
- Debbie Daykin announced that MSW Projects moved their office headquarters to a location 3 blocks down from the previous office.

- John Williams announced that CityLink was chosen for the Accessible Transportation Initiative by Easter Seals. Easter Seals will hold a 2-day workshop and will help CityLink discuss accessible bus stop designs.
- Dedra Mannon announced that Galesburg Handivan has seen an increase in passenger numbers.
- Angel Marinich introduced herself as the new provider for Peoria County. She explained some of the upgrades to Peoria County's transit system, including a new computer system and drive-cameras on vehicles. Additionally, she stated that all the drivers are currently in training and they will be ready to start service on April 2, 2012.
- Ty Livingston announced that the City of East Peoria is developing a 100-acre site of land. The development will create many new retail jobs. The area will be very pedestrian friendly. The City is working with CityLink and currently, there are four CityLink routes planned to serve this future development.

### **Committee Breakout Session for Approval of FY 2012 JARC and New Freedom Applications**

Rather than breaking out into urban and rural sub-groups, the committee reviewed all applications together as a group.

Maggie Martino explained the difference between rural JARC and New Freedom money and urban JARC and New Freedom money. Some of the committee was confused about how the funding works. She explained that the rural money is available state-wide and that the application process is competitive. The urban money however, is divided among each region's MPOs, and is therefore only regionally competitive.

The urban sub-group then presented its sole application. John Stokowski explained that CityLink would like to apply for New Freedom funds to purchase scheduling software/hardware and an additional 12 Mobile Data Terminals (MDT) for its ADA paratransit service operated by MV Transportation. He explained that the drivers currently use 2-way radios, and that these MDTs would streamline their demand-response service by pinpointing exactly where vehicles are located within the city, and by creating electronic manifests.

Dedra Mannon stated that Galesburg Handivan was picked for a MDT pilot project and has therefore acquired a similar system for their vehicles. Brian Szuda asked how much the MDTs cost. John Stokowski stated that CityLink would be paying between \$4,500 and \$5,000 per unit. These mounted MDTs are more expensive than the free-standing tablets, which cost around \$1000 per unit.

Maggie Martino then asked the urban sub-committee to evaluate CityLink's application based on the following evaluation criteria:

- The proposed project addresses unmet transportation needs of persons with disabilities seeking integration into the workforce and full participation in society.
- The project employs one or more strategies included in the regional HSTP.
- The project increases mobility options for the target population.
- The project will be operational within a reasonable time-frame.
- Agency personnel or contractors are qualified and have appropriate experience to implement the project.
- Applicant participates in local coordination process.

The urban sub-committee unanimously answered yes to all of the above criteria and voted yes to endorse the urban New Freedom application.

Maggie Martino asked Jill Goforth to start the evaluation and endorsement process for the rural applications. Ms. Goforth explained that Region 5 received two JARC applications and two New Freedom applications. She stated that each JARC application should be evaluated based on the following criteria:

- Proposed project addresses unmet transportation needs of welfare recipients, eligible low-income persons and other individuals in urbanized areas seeking employment in urbanized areas or employment-related activities in rural areas.
- Project employs one or more strategies included in the regional HSTP.
- The project increases mobility options for the target population.
- The project will be operational within a reasonable time-frame.
- Agency personnel or contractors are qualified and have appropriate experience to implement the project.
- Applicant participates in local coordination process.

Ms. Goforth introduced Peoria County's JARC application first, and explained that Peoria County is requesting funding to purchase a vehicle to be used for a deviated fixed-route service to CAT Mossville and to ICC. The rural sub-committee answered yes to all of the above criteria and voted yes to endorse Peoria County's application.

Ms. Goforth then introduced a JARC application from Tazewell County Resource Center (TCRC). She explained that TCRC was requesting funding to purchase a vehicle to be dedicated to their Janitorial Program. This program allows their physically and/or mentally disabled clients to work second-shift janitorial jobs. An additional vehicle would make this program available to more of their clients. The rural sub-committee answered yes to all of the above criteria and voted yes to endorse TCRC's application.

Jill Goforth explained that the rural New Freedom applications should be evaluated based on the following criteria:

- The proposed project addresses unmet transportation needs of persons with disabilities seeking integration into the workforce and full participation in society.
- The project employs one or more strategies included in the regional HSTP.
- The project increases mobility options for the target population.
- The project will be operational within a reasonable time-frame.
- Agency personnel or contractors are qualified and have appropriate experience to implement the project.
- Applicant participates in local coordination process.

Ms. Goforth introduced TCRC's New Freedom application and explained that TCRC was requesting funding to purchase a paratransit vehicle to transport their clients to community jobs, volunteer programs and various community activities. John Stokowski brought up a concern that this project should be considered as an urban project since one of TCRC's centers is located in Morton, which is part of the urbanized area. Greg Cassidy explained that the majority of his clients are transported to the Morton Center from rural areas and that many of the community jobs and volunteer activities are also

located in the rural area. John Hamman asked Mr. Cassidy if WeCare could provide these day time rides to TCRC's clients. Jim Thompson explained that WeCare is unable to provide adequate day time service for TCRC because their vehicles are already at capacity. The committee then answered yes to all of the above criteria and voted yes to endorse TCRC's application.

Ms. Goforth introduced VNA Community Services' application. She explained that VNA was requesting operating money to continue their rural transportation services to disabled individuals of all ages and the general public. In addition, VNA would like to make their public transportation services available on weekends. The rural sub-committee answered yes to the above criteria and voted to endorse VNA's application.

### **Other**

Jill Goforth provided an update on the CVP application process. She stated that CVP applications were due to her by April 6, 2012. Because CVP applications are due to IDOT by May 1, 2012, Ms. Goforth explained that an additional meeting would need to be held mid-April to endorse applications. After a brief discussion, the committee decided to hold the meeting on April 18, 2012 at noon at the TCRPC offices.

Ms. Goforth asked for an update on reappointments and filling committee seats. Debbie Daykin asked Ms. Goforth to send a formal letter to the Marshall and Stark County boards requesting that she be reappointed to the HSTP committee. Jill Goforth agreed and asked Kraig McCluskie and Margaret Bent if they would like her to write a letter to the Knox County board as well. They both agreed that a letter would be helpful.

Ms. Goforth requested that an amendment to the updated goals and objectives be added. Barb Long and Rex Lewis had brought up a concern that transportation to Spoon River College was not outlined as a prioritized goal in the HSTP. Jim Thompson made a motion to amend the Plan with a second from Debbie Daykin. The committee unanimously approved the addition with a voice vote.

Debbie Daykin began a brief discussion regarding crossing county lines. She explained that when her clients are admitted into the hospital for the night they have no way to return home in the morning because in order to be reimbursed for a trip, the trip must start within her service area. Barb Long expressed the same concern. Jim Thompson stated that they should not have an issue picking up clients in different counties, as long as the trip ends in their service area.

Rex Lewis asked if other providers were experiencing delays in receiving DOAP money. FCRT has not received any since beginning their service in April 2011. The other providers did not express the same concern.

### **Adjourn**

Maggie Martino made a motion to adjourn at 1:14 p.m.

—Submitted by Jill Goforth