

# Human Services Transportation Plan Steering Committee Meeting

Wednesday, August 6, 2014 – 12:00 PM

TCRPC Conference Room, 211 Fulton, Suite 207, Peoria, IL

## Meeting Minutes

### Welcome & Introductions

Jill Goforth called the meeting to order at 12:00 p.m.

**Roll Call:**       Present                       Not Present

#### Rural Area Subcommittee

- Debbie Daykin**, Marshall-Stark Transportation
- John Redlingschafer**, Tazewell County Board
- Andrew Rinehart**, Tazewell County Board
- Robert Mueller**, Stark County Board
- Barb Long**, Fulton County Rural Transit
- Mary Patton**, AARP, Peoria County
- Mike Hutchinson**, Woodford County
- Jonathan Gauerke**, Association for the Developmentally Disabled of Woodford County
- Kraig McCluskie**, Galesburg Transit
- Susan Lindsey**, KCCDD
- John Hamann**, Rural Peoria County Link
- Travis McGlasson**, Marshall County Board
- Doug Manock**, Fulton County Board  
(Open, Marshall County)  
(Open, Woodford County)

#### Urbanized Area Subcommittee

- Renée Razo**, Central Illinois Agency on Aging
- Connie Schiele**, paratransit user
- Josh Moore**, Greater Peoria Mass Transit District
- Jeannine McAllister**, Advocates for Access
- Dawn Harper**, EPIC  
(Open, 2 seats)

#### Others present

Jill Goforth, TCRPC  
Maggie Martino, TCRPC  
Chris Mitchell, Volunteer  
Barb Byrne, Western Illinois Agency on Aging (WIAA)  
Johnnie Sims, CDP, Inc.  
Ben Gauwitz, Advocates for Access

## **Approval of the June 4, 2014 Minutes**

Debbie Daykin moved to accept the June 4, 2014 meeting minutes, with a second by Mary Patton. Motion carried.

## **Provider and Agency Updates**

### *CityLink*

Josh Moore reported that CityLink has entered into an Intergovernmental Agreement with Peoria County to manage the urban portion of Peoria's CountyLink service. The service will provide door-to-door transportation outside of the CityLink service area, but within the Peoria-Pekin Urbanized Area. Mr. Moore reported that the state is satisfied with this solution. CityLink is working to get eligible individuals ADA certified for this service. Those who are ADA certified will be able to use the service for \$2 per trip. Non-ADA certified individuals will pay \$6 per trip, which is the amount CountyLink customers are accustomed to paying. Mr. Moore also reported that CityLink is discussing service expansion possibilities in Tazewell County, specifically within Creve Coeur. The Village of Morton and the City of Washington are not interested in public transportation service at this time.

### *EP!C*

Dawn Harper reported that EP!C is working to transition the appropriate clients from CountyLink to CityLink. Ms. Harper also reported that new residential group homes have moved to the area, and EP!C has been working to get these individuals transportation service. Additionally, CityLink has provided EP!C with a 35 ft. bus. The bus makes 2 trips per day 5 days per week to Chillicothe to pick up clients at group homes and transport them to CWTC and EP!C. Ms. Harper stated that EP!C will be getting another 35 ft. bus to transport their ambulatory clients. Ms. Harper reported that she is still waiting for the light duty vehicle EP!C applied for during the CY 2013 CVP application cycle. Ms. Harper also reported that the road is being improved in front of their building.

### *Council for Disadvantaged People, Inc. (CDP, Inc.)*

Johnnie Sims reported that CDP, Inc. has acquired another used vehicle to accommodate demand for the service. He is still waiting to hear if CDP, Inc. was awarded a vehicle in the recent CY 2014 CVP application cycle. Mr. Sims also explained that CDP, Inc. is starting a new transportation program that will transport family members of incarcerated individuals to and from various Illinois Department of Corrections facilities for visitations.

### *Central Illinois Agency on Aging (CIAOA)*

Renee Razo reported that CIAOA has transferred Fulton County Red Cross vehicles over to Fulton County Rehabilitation Center (FCRC). FCRC will be taking over the Fulton County Red Cross transportation program. Ms. Razo also reported that CIAOA is designing a new website.

### *Advocates for Access*

Jeannine McAllister reported that Advocates for Access has developed a program for anyone interested in etiquette training on all disabilities. Advocates for Access is promoting the program particularly to bus drivers. CityLift has expressed interest in the training for their drivers.

Ben Gauwitz explained that this was his first HSTP meeting. He asked for more explanation on the Envision HOI website that Jill Goforth spoke about at the CityLink ADA Committee meeting. Ms. Goforth explained that the site would be used to collect public input for the region's Long Range Transportation Plan (LRTP). The LRTP includes goals and projects for all transportation modes, including transit, highway, bike and pedestrian, and rail. Ms. Goforth encouraged everyone to visit the site and input their comments.

### *KCCDD*

Susan Lindsey reported that KCCDD will be receiving a medium duty vehicle from the CY 2012 CVP application process on August 14, 2014. Additionally, KCCDD raised enough money from their fundraiser to purchase another vehicle on their own. Ms. Lindsey reported that KCCDD is coordinating with Galesburg Handivan to transport some of their clients. The coordination has been successful, and KCCDD has been able to eliminate one run.

### *Marshall-Stark Transportation*

Debbie Daykin reported that Marshall-Stark Transportation totaled one of their vehicles in a crash that resulted in one injury. They are now down to four vehicles. Ms. Daykin also stated that she would like to report trip cancellations in addition to trip denials, as some trip denials could have been avoided without a particular trip cancellation. Josh Moore suggested creating a late cancellation policy (a cancellation that occurs less than 24 hours in advance and could not have been avoided by the individual, i.e. a doctor's office cancelling an appointment). The policy could suspend service to a rider after a certain number of late cancellations. The cancellation policy would need to comply with ADA regulations.

### *ADDWC*

Jonathan Gauerke reported that ADDWC received the box truck that they applied for through Illinois DCEO. The truck will be used to transport recycling goods to ADDWC for sorting by ADDWC clients. Mr. Gauerke asked the committee if anyone had any suggestions for dealing with cracked windshields due to rocks on the road. Dawn Harper reported that EP!C has also had issues with this, but has received good prices on replacements from Safelite Auto Glass in Peoria. ADDWC also takes their vehicles to Safelite Auto Glass. No other suggestions were given.

### *AARP*

Mary Patton reported that she would be meeting with Senator Ray Lahood to discuss senior issues. She asked the committee if there was anything that she should bring up related to transit. No one had any suggestions.

## **HSTP Coordinator Updates**

Jill Goforth reported that MAP-21 requires all 5310 grantees to develop a Title VI program. Each 5310 grantee should have received an email from IDOT with the Annual Certification of Use application with an attached Title VI form. Once filled out, this form will be able to serve as the compliance document for a Title VI program. Frequently Asked Questions about this year's Annual Certification of Use Application is available at [cvpupdates.wordpress.com](http://cvpupdates.wordpress.com). Ms. Goforth reported that the deadline to submit the Annual Certification of Use is August 31, 2014.

Ms. Goforth updated the committee on the CVP delivery schedule. She explained that the scoring for 2014 CVP applications is almost complete; however, IDOT has a new Secretary which may delay the final awards announcement. Applicants should expect to hear the results in mid-September.

Ms. Goforth announced that the Illinois Public Transportation Association (IPTA) Fall Conference will be held September 3-5 in Rockford, Illinois. Individuals may register electronically at [ipta-net.org](http://ipta-net.org) or send in the form attached to the HSTP meeting packet.

## **FY 2012 Job Access and Reverse Commute (JARC) and New Freedom Project Endorsement**

Ms. Goforth explained that she put out a call for projects in January for JARC and New Freedom funding. The funding is limited to projects within the urbanized area. Ms. Goforth explained that Peoria County was the only

agency to submit an application. Peoria County would like to use the money to provide service to individuals living and working within the Peoria-Pekin urbanized area that do not live and/or work within the service area of the Greater Peoria Mass Transit District. The service would be provided by CityLink through an intergovernmental agreement with Peoria County. Ms. Goforth explained that further information about the project was included in the packet.

Ms. Goforth asked for a motion to endorse the FY 2012 Job Access and Reverse Commute and New Freedom projects submitted by Peoria County. Dawn Harper moved to endorse the JARC and New Freedom projects submitted by Peoria County, with a second by Jeannine McAllister. Josh Moore of CityLink stated that he would abstain from voting, as he was directly affected by the outcome of the endorsement. There was no further discussion. Motion carried.

### **Other**

Ms. Goforth let the committee know that TCRPC would be moving and that future HSTP meetings would be held at 456 Fulton Street, Suite 401 in Peoria.

There were no other comments.

### **Adjournment**

Jonathan Gauerke made a motion to adjourn the meeting, with a second by Debbie Daykin. The next meeting will be held October 1, 2014 at 12:00 p.m.

—Submitted by Jill Goforth