

Minutes
West Virginia Transportation Coordinating Council Meeting
Building 5, Room 912
Charleston, WV

January 12, 2011

Attending: Dan Hartwell, Ben Shew, Jeb Corey, John Davidson, Pat Woods and Mary Beth Hamilton, Susan O'Connell

Not present: David Bruffy, Jan Lilly-Stewart, Sidney Murphy, Elliot Birkhead, Bill Davis, David Haden, Larry Paxton, Ruth Wagner, and Deloris Wilder

- I. Call to Order: Susan O'Connell, Chairperson, called the meeting to order.
- II. Reading and Approval of the July 7, 2010 Minutes: A motion was made by Dan Hartwell and seconded by Ben Shew to accept the July 7, 2010 minutes. The motion was carried.
- III. Old Business: None
- IV. New Business:
 - A. Federal Transit Administration (FTA) required public transit human service coordination plans are being updated. The Division of Public Transit awarded a contract to RLS and Associates, Dayton, Ohio to update the plans. The first meeting was held in December, 2010 for Region III (Kanawha, Putnam, Clay and Boone counties). The Region II meeting is scheduled for February. All plans and updates are to be completed by December 31, 2011. The plans are required to be updated every four years. The Division plans to have RLS brief the Council on the updates at its January, 2012 meeting.
 - B. The accessible taxi is on track and delivery of the vehicle is anticipated in spring, 2011.
 - C. Potential federal funding cutbacks were briefly discussed. This could provide an opportunity for coordination efforts.
 - D. The members decided to table the discussion of a coordination conference until the July meeting.
 - E. Everyone on the Council was encouraged to share information as networking opportunities have been very beneficial to Council members.
 - F. John Davidson indicated that Manna Meal in Charleston recently received some funding which included funds to purchase bus passes to assist with employment transportation. Additional information can be obtained by calling Roundel Miller at 304-345-7121.
 - G. Ben indicated that there was a severe shortage of school bus drivers particularly in Northern and Eastern areas of the state; Kanawha County and in the coalfield areas. Average salary for full time drivers is \$20,000 - \$25,000 and background checks are required. The average bus driver age is 55.
 - H. Ben also offered and had access to a calculator that would help determine the cost benefit analysis of bus operations both school and public.
- V. Adjournment: A motion was made by Dan Hartwell and seconded by Ben Shew to adjourn. The motion was carried.

The next Council meeting will take place in Charleston on **Wednesday, July 6, 2011.**

**West Virginia Transportation Coordinating Council
Building 5, Room 906, Charleston, WV**

July 6, 2011, 10:00 a.m.

Minutes

Members Present: Elliott Birkhead, Jeb Corey, John Davidson, Jr., Dan Hartman, Sid Murphy, Susan O'Connell, Paul Smith, Ben Shew, Deloris Wilder, and Pat Woods (via phone)

Others: Jason Cook, Christina Risk

Members Absent: Cynthia Beane, David Bruffy, Bill Davis, Cedric Green, David Haden, Jan Lilly-Stewart, Larry Paxton, Ruth Wagner

I. **Call to Order:** Susan O'Connell, Chairperson, called the meeting to order.

II. **Reading and Approval of January 14, 2010 Minutes:** A motion was made by Dan Hartwell and seconded by Sid Murphy to accept the January 12, 2011 minutes. The motion was carried.

III. **Old Business:**

- A. **Coordination Plans Update:** Susan O'Connell updated the council on the status of the Regional Coordination Plans. Meetings have been held in each region with RLS, Inc. Susan mentioned the challenges the regions were having developing plans without a federal reauthorization bill; programs may be cut or merged.
- B. **Potential Federal Funds Cutbacks:** The council discussed funding cutbacks with each member speaking about issues in their respective agency. Susan will speak to RLS, Inc. about taking into consideration the funding uncertainty in the coordination plans.
 - 1. Ben Shew said school transportation was anticipating cuts, although they receive no federal funds for school transportation.
 - 2. Dan Hartwell spoke of the LIEAP program, which helps low income households pay heating costs, will have a 40% - 50% cut in funds in 2012.
 - 3. Sid Murphy mentioned that cuts will be made to the Title V program.
 - 4. Elliott Birkhead said that since his agency is funded by Medicare, they are waiting for federal budget legislation to see if funding will be affected.
 - 5. Pat Woods said her agency was waiting on guidelines and no funding information is confirmed.

IV. **New Business:**

- A. **NEMT Brokerage Workshop:** Susan mentioned the upcoming workshop on NEMT Brokerage at Embassy Suites in Charleston, WV on July 26, 2011. She invited the council to come and spoke briefly about the agenda.
- B. **Software Project:** Jeb Corey said C & H Taxi is employing new software that tracks jobs, vehicles, and customers. It also has a NEMT module.
- C. **Education Training Modules:** Ben Shew discussed two new training modules from the Dept. of Education on bullying and school buses. The website for the bullying training can be found at: <http://safesupportiveschools.ed.gov/index.php?id=9&eid=436>. He also mentioned the upcoming School Transportation Conference which will emphasize transportation for persons with special needs. The website for the conference registration is: www.wvapt.org.
- D. **Transportation for Autistic Adults:** Susan talked about the Division collaborating with WVU Center for Excellence in Disabilities to develop a module for transit drivers about transporting adults with autism.
- E. **Peer Transportation:** Jason Cook and Elliott Birkhead said the Peer Transportation program has been successful and may expand with more funding.
- F. The council discussed having the January 2012 meeting via conference call.

V. **Adjournment:** A motion was made by Deloris Wilder and seconded by Dan Hartwell to adjourn. The motion was carried.

Next meeting date: Wednesday, January 11, 2012

Submitted by: Christina Risk
Administrative Secretary, DPT