

# DELAWARE COUNTY TRANSIT BOARD

## BOARD MEETING

### MINUTES OF June 19th, 2013

#### 1. The DCTB Chair called the meeting to order and the roll was taken as follows: (13-06-01)

- X Tom Jones- Chair
- X Boots Sheets- Vice Chair
- X Roger VanSickle- Secretary
- X Erwin Dugasz
- X Tim Dodge
- X Ed Helvey
- Ab Traci Cromwell

#### Staff present for the meeting:

- X Denny Schooley- Executive Director
- X Crystal James- Operations Director
- X Ginny Berry- Marketing and Public Relations Specialist
- X Richelle Tirado- Controller
- X Tonya James- Mobility Manager
- Ab Grant Bias- Operations Supervisor
- X Tina Smith-HR Coordinator
- Ab Ed Pierson-IT Specialist

#### a. Approval of Absences (13-06-01)

It was moved by Ed and seconded by Erwin to excuse Traci's absence.

#### b. Pledge

#### 2. Public Comment

No public present.

#### 3. Approval of Consent Agenda (13-06-02)

- a. Agenda for June 19, 2013
- b. Minutes of May 15, 2013

It was moved by Roger and seconded by Erwin to approve the Consent Agenda (13-06-02). Motion passed.

#### 4. Reports

- a. Board Committees
  - i. Finance

# DELAWARE COUNTY TRANSIT BOARD

## BOARD MEETING

Committee did not meet.

### ii. Legislative

Committee did not meet.

### b. Department

Crystal-

Another driver passed his CDL test today. For May, fixed route and demand response ridership were about even. On June 3<sup>rd</sup>, the new fixed routes went into effect, and we have had full buses and kids riding. We will be putting more CDL buses on fixed routes as soon as possible. We will be placing a shelter at Grady Hospital.

### c. Executive Director

Denny-

We have received our two new CDL buses and are in the process of having them logoed and set up. These new buses each have two electronic destination signs.

## 5. Financial Status

### a. For month ending May 31, 2013 (13-06-03)

It was moved by Tim and seconded by Erwin to approve the financial status for month ending May 31, 2013 (13-06-03). Motion passed.

## 6. Unfinished Business

### a. Discussion concerning CY 2014 Services

Denny attended the OPTA Conference recently, and although things are becoming more clear, they are still working on interpreting the new MAP21 law. He shared and explained our first NTD report that he completed for 2012, which will be used to determine our 2014 funding. He explained that in the past we have collected data to fit ODOT, and now we have to develop new methods to collect and report data to the NTD correctly. We now have to track passenger miles, which we never have before. This data carries a lot of weight, so it needs to be as accurate as possible.

Denny explained that our federal funding has basically been cut in half for operating expenses. He explained federal 5307, 5339, and 5310 funding and how it can be used. He also explained state UTP and E&D that we can get, but it is still in question. We also qualify for state OTPPP, which is a competitive grant process that requires application.

Denny explained that JARC and New Freedom funding will go away, but a portion of 5307 can be used for JARC, and 5310 can be used for New Freedom.

Ed asked if we get any funding that we can use however we want, and Denny replied that all federal funding is tied to something. State money can be used for whatever we want unless it is part of a specific grant. Ed also asked about local money matching and federal reimbursements. Denny clarified that local match comes from our contracts. All revenue we receive can be used for local match, except for farebox money.

Erwin asked if moving into more fixed routes is a good thing, and Denny's opinion was yes.

# DELAWARE COUNTY TRANSIT BOARD

## BOARD MEETING

Tim clarified with Denny that basically two-thirds of our federal funding for 2014 is still in question.

Denny announced that he has met with local agencies and informed them that we may not have any federal funding for demand response service in 2014. He found out yesterday that this may not be true. Since we have already been operating fixed route service, we may qualify to use federal operating money for demand response. So, demand response funding is still in question depending on which interpretation of the law we go by.

Denny explained his ideas and recommendations for 2014 services. (See attachment.) He would like to move forward under the assumption that there will not be federal funding for demand response in 2014.

Denny's recommendations include:

- Establishing service area boundaries, which may or may not change
- Continue exiting FR service and expand as funding is available
- Provide paratransit service as required, rewrite paratransit plan, and contract with COTA to provide paratransit assessments
- Continue DR service for contracts, and for general public outside of FR service at full cost
- Passenger fares as follows:
  - All contracts at fully allocated cost
  - All general public DR service at fully allocated cost
  - Paratransit at 2 times the base rate of FR service
  - E&D discounts eliminated
  - 50% discount for youth for FR only
  - Eliminate free FR for paratransit qualified using FR
  - Eliminate discount for bundling trip between DR and FR
- Continue Mobility Management as follows:
  - Apply for 5310 funding or Ohio coordination grant
  - Assist local partner agencies with transportation services regardless of provider
  - Assist general public passengers with transportation services or agencies referrals as necessary
  - Work with passenger employers to allow work schedule adjustments for FR timing
  - Assist other agencies to obtain 5310 funding for transportation vehicles and operation, then contract with those agencies for us to provide the service and lease back the vehicles

Roger and Erwin voiced concern about DR passengers who are independent and don't qualify for other funding and DR no longer being affordable. Denny explained that this part of our clientele is the minority. We are most concerned about those who are truly transit dependent. Denny explained that he is concerned about our passengers in Ashley getting to work without DR, and suggested maybe Ashley could help with that funding.

Denny requested any and all feedback from the Board on his recommendations, so Tom polled each member for their thoughts. The general consensus was that the Board felt Denny was on the right track and they agreed with encouraging other agencies to apply for 5310, but there were concerns about eliminating E&D discounts. So Denny explained the benefits of his recommendations by illustrating the cost of trips for DATA, the passenger, and the contracting agency. Under his new plan, with the agency receiving 5310 funds, all parties may benefit.

Tom asked the Board if anyone disagreed with allowing Denny to move forward with his

# DELAWARE COUNTY TRANSIT BOARD

## BOARD MEETING

recommendations, and no one spoke up.

### **7. New Business**

#### **a. Approval of service contract with Glen Oak Elementary (13-06-04)**

This is a contract with an Olentangy school for summer field trips.

It was moved by Ed and seconded by Erwin to approve the service contract with Glen Oak Elementary (13-06-04). Motion passed.

#### **b. Approval of advertising contract extension with Motion Media (13-06-05)**

This extends our current contract for one more year.

It was moved by Roger and seconded by Tim to approve extending the contract with Motion Media (13-06-05). Motion passed.

### **8. Other Business-Open Comments**

none

### **9. Adjourn**

There being no further business to transact, the Chairman adjourned the meeting.