



Transportation Summit Minutes 2/25/11

Members Present:

Kelley Bauman, TSA-SC
Molly Clark, 211
George Hallarn, Greenfield
Twp
Pam Patula, SOCIL

Dr. Ed Payne, FCDCP
Jan Picklesimer, FCJFS
Laura Pippenger, United Way
Toby Shamblin, LDOT
Carrie Woody, LPTS

Welcome: Carrie Woody welcomed everyone to begin the meeting. Introductions were made.

Review of October Minutes: A review of the October minutes were briefly discussed. A motion was offered by Toby Shamblin, Seconded by Jan Picklesimer. Motion passed unanimously.

Review of December Minutes: A motion was offered by Pam Patula to accept the December minutes as presented, a second offered by Laura Pippenger. Motion passed unanimously.

Goals, Objectives, Action Items: After much discussion, a motion was offered by Kelley Bauman, seconded by Jan Picklesimer to accept the following goals as stated, with a review of all goals bi-annually:

- Goal 1: To continually assess community need for transportation in Fairfield County.**
Objective A: Prioritize community need
Action Items: Plan implementation, Inventory of vehicles (capacity utilization), surveys, usage, access, cost, route, hours, wait time, ease of reservations.
Objective B: Support these priorities based on community need
Action Items: annual updates, support letters of grant requests, trip denial logs for each transportation provider.
- Goal 2: To ensure self-selected transit.**
Objective A: Educate individuals on transportation options
Action Items: Train the trainer, marketing, collective brochure/flyer, utilizing 211 as point of contact, individual agency referrals.
- Goal 3: Maintain and improve access to transportation throughout all of Fairfield County.**
Objective A: Identify gaps in transportation
Action Items: Operating hours, survey for community need.
- Goal 4: Provide cost effective services for providers and recipients.**
Objective A: Pursue outside funding sources
Action Items: Grant writing, end users
Objective B: Reduce unnecessary duplication of services
Action Items: Provider communication, 211 referrals, Mobility Manager.
Objective C: Collaboration of providers to minimize costs

Action Items: collective purchasing in fuel costs, shared maintenance, partnered trainings, etc.

The first review of these goals, objective and action items will be necessary August, 2011.

Dr. Payne made the motion to accept the objectives and actions items as stated above, seconded by Pam Patula. The motion passed unanimously. Carrie agreed to have the mission, vision and goals printed for the next meeting.

New Business: Penny Miller, CWHS, had made a request that the TAC discuss how to prove an individual is fit to drive and operate vehicles if they are able to pass a physical exam, but not necessarily able to perform all job functions. It was recommended that the TAC create a skills set for all potential candidates to pass/performance as part of their medical examination to prove they are capable of performing ALL job functions. It was also recommended that there be files kept on job performance and/or complaints in the event that it is necessary to council, train, or dismiss an employee.

Pam Patula recommended that the TAC work together to start marketing the new county-wide service available through public transit. Her recommendation would be utilizing testimonials in local media and going out to local centers/groups (service organizations, church groups, assisted living homes, senior groups, local chambers, etc) to talk about the various transportation options in Fairfield County. Carrie Woody mentioned that the TAC may be able to utilize WEP workers through Job and Family Services to create and administer a survey on current users and to the groups at which Pam recommended be addressed. Sample surveys were passed out to those members present. Carrie requested feedback on questions the committee would like to see included in a survey – with those responses back prior to the next meeting. Surveys could be implemented as early as mid-March. Kelley Bauman made the recommendation of attending local festivals with material providing transportation options to the general public. The TAC will begin working on this for the next meeting.

Old Business: None

Motion to adjourn at 11:20 by Pam Patula, seconded by Toby Shamblin.

Next Meeting: Friday, April 15, 2011
10:00 a.m. – 11:30 a.m.
Fountain Square Building
111 South Broad Street

Secretary Signature: _____

Transportation Summit

Agenda

April 15, 2011



- **Welcome & Introductions**
- **Review February Minutes**
- **Mission Statement
Including Goals, Objectives, Action Items**
- **Trip Denial logs**
- **Outreach/PR efforts**
- **Old Business**
- **New Business**
- **Agency Updates**
- **Next Meeting**