

## CITIZENS ACCESSIBILITY ADVISORY COMMITTEE

February 17, 2017

There was a meeting of the **Citizens Accessibility Advisory Committee (CAAC)** of the Lima-Allen County Regional Planning Commission on **Friday, February 17, 2017**, at **10:30 a.m.** in the Conference Room of the Commission office located at 130 West North Street, Lima, Ohio.

The agenda was as follows:

1. Roll Call
2. Approval of CAAC Minutes – July 7, 2016
3. ACRTA Update
4. DRAFT 2018-2021 Transportation Improvement Program
5. Limited Mobility Now
6. 5310 Program Update
7. FACTS/COLT Coalition Update
8. Update: Regional Transportation Coordination Plan
  - a. Van Wert
  - b. Table 7-1
  - c. Agency Profiles
9. Other
10. Adjournment

A quorum being present, Thomas Mazur brought the meeting to order and proceeded with the agenda. Introductions were requested due to a number of new persons in attendance.

### **1. ROLL CALL**

Ms. Diane Bishop	Allen County Council on Aging
Ms. Alice Curth	Delphos Senior Citizens
Ms. Margaret Lawrence	Coleman Professional Services
Ms. Stephanie Neal	West Ohio Community Action Partnership
Ms. Rochelle Benfield	Marimor Industries
Ms. Erica Petrie	Area Agency on Aging <sup>3</sup>
Ms. Patricia Stein	Lima-Allen County Regional Transit Authority

### **STAFF**

Mr. Thomas Mazur	Lima-Allen County Regional Planning Commission
Ms. LeeAnn Sypherd	Lima-Allen County Regional Planning Commission
Ms. Lisa Steffen	Lima-Allen County Regional Planning Commission

### **2. APPROVAL OF CAAC MINUTES – July 7, 2016**

Thomas Mazur reported to Committee members that copies of the July 7, 2016 minutes were emailed or mailed to Committee members and asked if there were any comments or corrections. The Committee accepted the minutes as presented.

### **3. ACRTA UPDATE**

Thomas Mazur reported that no representative from the Allen County Regional Transit Authority (ACRTA) was available to attend the meeting.

**4. DRAFT 2018-2021 TRANSPORTATION IMPROVEMENT PROGRAM**

Thomas Mazur reported that staff is in the process of attending meetings with local political subdivisions, neighborhood associations, etc. to discuss the DRAFT 2018-2021 Transportation Improvement Program (TIP) and proposed projects. Staff has requested comments, suggests, etc. for possible projects from attendees at each of the meetings.

**5. LIMITED MOBILITY NOW**

Thomas Mazur reported that this topic will be discussed at a later date.

**6. 5310 PROGRAM UPDATE**

Thomas Mazur reported that the Ohio Department of Transportation (ODOT) is revising the federal 5310 Program and programs can be expected to be driven by performance measures and specific deliverables. If an agency can meet the performance measures and make deliverable improvements, that is where ODOT will want to allocate funds. Thomas Mazur reported that based on recent correspondence the RPC may begin conducting inspections of the 5310 vehicles. Thomas Mazur reported that the ODOT's Section 5310 handout reveals the funding cycle for the current Federal Program. The competition for these funds is great and even transit agencies are now competing for these funds. The federal 5310 Program is going back to a calendar year schedule. The applications appear to be due in March.

**7. FACTS/COLT COALITION UPDATE**

Erica Petrie reported that the Area Agency on Aging<sup>3</sup> (AAA<sup>3</sup>) has been using Assisted Rides software to schedule trips and some of the other local agencies have also begun using the software. Marimor has just begun a pilot program using the software to determine if it will work for Marimor's needs. West Ohio Community Action Partnership (WOCAP) uses the software to schedule trips for its clients. Jobs and Family Services (JFS) will also be starting a pilot program to determine if the software will work for their agency. Goodwill/Easter Seals has expressed interest but has not yet set up anything. Erica Petrie reported that the FACTS Coalition used funds to purchase the software with funds that the Allen County Regional Transit Authority (ACRTA) had left over from a technology grant and gave to the Coalition as part of the local coordination efforts. Any agency that would like to try the software can utilize it for a year since the contract with Assisted Rides is signed and in place. Thomas Mazur asked if the various agencies using the software will be able to integrate at a later date. Erica Petrie replied that potentially it could be integrated but at this time the system is not being set up in that manner. Erica Petrie reported that she can view each agency's system as needed. All of the data will be "housed" in one place and there is future potential to be able to access the data as needed for reporting purposes. Thomas Mazur asked if any of the participating agencies have access to GPS based tracking software. Erica Petrie replied that the software is scheduling software; the software does have some mapping capability but the company is working on a GPS component since they have been getting numerous requests. Erica Petrie reported that the software also has a reporting component so one can see how many rides were provided, how many miles traveled, how many persons 60+ were assisted, etc. Thomas Mazur asked if the software can calculate costs. Erica Petrie replied in the affirmative and stated that the AAA<sup>3</sup> and WOCAP use the software for their billing. The potential is there for participating agencies to utilize the software for more standardized billing amongst agencies.

## **8. UPDATE: REGIONAL TRANSPORTATION COORDINATION PLAN**

Thomas Mazur reported that the Transportation Coordination Plan is required by the FTA and any agency that draws down FTA 5310 funds to purchase vehicles must participate in the Plan. In order to keep the Plan current, an annual update is required. Thomas Mazur reported that Appendix L within the handouts contains the last update for 2015. The Plan itself is written in a “cafeteria” style for agencies to use to generate ideas to assist with providing transportation to their clients. The Plan also is an assessment of the services available as well as review of how the individual agencies are doing. Thomas Mazur asked for input on the table on page L-3 as to what was accomplished in 2016. Erica Petrie reported that as much coordination efforts that can be stated are a huge benefit for the participating agencies when they request funds to purchase vehicles. Thomas Mazur reported that most of the performance measures being developed are based on efforts, steps and corrective actions. Thomas Mazur reported that the table on page L-7 refers to reducing operating expenses; ODOT is really beginning to focus on reducing costs. Some of the larger MPO’s have the authority to control the local match requirements. Thomas Mazur reported that the public involvement process needs to be documented by each of the participating agencies so that the information can be added to the update to the Plan. Thomas Mazur reported that under Customer Care Standards, participating agencies provide driver training and requested that the Committee forward any information as to the number of drivers that have participated and which agency(s) provided the training. Thomas Mazur reported that the handout from ODOT briefly reviews the current Federal 5310 program as well as a new template for the Coordination Plan. Several County MPO’s Coordination Plan’s are not as comprehensive as the local Regional Plan. The State template for the Coordination Plan is supposed to be released in April; staff will then have till October to compile an update to the Plan; hopefully, many of the components of the Plan should not change. Thomas Mazur reported that the OPTA Conference Schedule handout is in the packets and several sessions review topics of interest for transit and transportation providers. Thomas Mazur reported that Transit ADA Transition Plans were supposed to be in place within 2 years of the Americans with Disabilities Act (ADA) passage circa 1993. According to the Federal Highway Administration (FHWA) regulations, if any agency, political subdivision, etc. is applying for federal funds through the Lima-Allen County Regional Planning Commission (LACRPC), a statement must be a part of the document stating that there is an ADA Transition Plan in effect. Thomas Mazur reported that taxi subsidies are an interesting topic that might be worthwhile to review. Wheels to Work and Good News Garage are two other programs that might be worth investigating. Diane Bishop stated that there is a Wheels to Work program in Allen County through the United Way. Thomas Mazur reported that travel training is something that might be useful in Allen County. Erica Petrie reported that RTA does some travel training for new passengers.

### **a. Chart 5-1**

Thomas Mazur presented copies of Chart 5-1 to Committee members and reported that the table reveals the various agencies and the days and hours that they provide transportation services. Each agency is requested to review the chart to determine the accuracy and inform staff of any changes that need to be made. Rochelle Benfield reported that Marimor Industries provides transportation 24/7. Thomas Mazur requested the Committee members review their calendars for 2016 and forward on any pertinent information pertaining to their hours and days of service. Thomas Mazur reported that references to a 1 Call Center for transportation on demand be a part of the Plan. Smart technology and smart cards is another item to be referenced in the Plan. Smartcards are more accurate than passengers placing coins and bills in a collection box and electronic fare boxes also help with accuracy pertaining to revenue. Smart cards and electronic fare boxes provide data pertaining to the number of persons who get on and off at specific locations. Late night transportation, non-medical trips for extra-curricular

**8. UPDATE: REGIONAL TRANSPORTATION COORDINATION PLAN (Continued)**

a. Chart 5-1 (Continued)

activities for the disable and seniors are also programs that might be interesting to review.

b. Agency Profiles

Thomas Mazur reported that according to the agency profile, Marimor Industries, Inc. is located at 2450 Ada Rd. and provides transportation for individuals with disabilities in two ways. Marimor provides transportation to and from the Workshop for approximately 65 individuals allowing them to complete work for area businesses while at the Workshop, work in community-based enclaves or receive day-hab services. Marimor also works alongside of the Employment Services division which provides training opportunities and assists individuals with finding jobs in the community. Thomas Mazur reported that Marimor transports approximately 80 individuals to and from their community-based jobs. Since Marimor Industries became a private entity on July 1, 2016, through December 31, 2016 the agency has traveled approximately 208,369 miles to and from the Workshop, community-based employment opportunities and their homes. Thomas Mazur reported that Marimor Industries utilizes eleven (11) wheel chair vans, eight (8) passenger vans, one (1) wheel chair accessible mini bus (12 passengers or 6 wheelchairs) and four (4) cars. A bus with wheel chair capabilities will be added to the fleet in February 2017. Transportation service is offered 24 hours a day, seven (7) days a week. Such transportation services are sometimes provided under contract with Black & White Cab Company.

c. Table 7-1

Thomas Mazur presented a copy of Table 7-1 from the Coordination Plan and requested that the Committee members review their fleets of vehicles and determine what vehicles they might be interested in purchasing to replace vehicles beyond useful life. The new performance measures include agencies reviewing their fleets to determine which vehicles are beyond its useful life. Staff will require information on each agency's vehicles such as number of miles and type of vehicles. Thomas Mazur asked for a 5-year plan of the types and numbers of vehicles each agency might request as well as which years. Federal 5310, 5307 and 5339 funds may be utilized to purchase handicapped accessible vehicles. Federal 5307 monies are typically used by transit and federal 5339 tend to be discretionary funds for pilot projects such as the Ohio Transit Preservation Partnership Program (OTPPP).

**9. OTHER**

None.

**10. ADJOURNMENT**

The meeting was adjourned at approximately 11:30 a.m.