

# Southwest Colorado Transit Coordinating Council

April 26, 2011, 12:00 PM to 3:30 PM

Region 9 EDD office, Durango

## Agenda

### **I. Welcome/Introductions**

*Attendees: Jason Armstrong, Kristin Hoff, Martha Mason, Conor Wakeman, Rick Evans, John Egan, Laura Lewis Marchino*

*Phone: Peter Tregillus, Bryan James, Nita Purkat, Becky Levy, and Donna Smith and Christian (from Easter Seals Project Action)*

### **II. Additions/Changes to the Agenda—None**

### **III. Review of February 25<sup>th</sup> meeting**

The meeting summary was distributed to the group via email and Conor provides a review of the activities. Martha thanked Conor for the fabulous notes.

### **IV. Organization Updates**

Peter:

- SUCAP is putting together 2012/13 budget, including going to elected officials and looking to get the Aztec run going again.
- Senior center busy with New Freedom, as more people are using the service.
- Have new AmeriCorps member doing marketing, and they are seeing more riders on Durango-Bayfield route (could be gas prices).
- Planning to build bus barn, but not sure if getting FASTER funds, trying to work with county to share costs. They are on the FASTER list for 2013, but hoped to use FASTER funds to leverage 2009 federal funds to do environmental funds. Laura will check the TPR minutes about whether 2013 was the correct year.

Nita:

- Dolores Senior Services is having issues with CDOT getting the 5311 contract for admin funds which have been held up. However, the budget was set around that grant, and they have taken on extra staff to go public. Financially it has been a challenge. Rick said that we should advocate by contacting our Transportation Commissioners and state elected officials.
- Laura will call Steve Parker to see if Nita can get some specifics and will also send her the contact information for the Congressional Delegation. Peter said that Durango did not have JARC contract and called Hickenlooper's transition team. Our State folks, J. Paul Brown and Ellen Roberts, and Steve Parker should know what is going on too.

Becky:

The Town of Mancos has a draft of transportation element for what they want to see in the community.

Martha:

- SWCI builds service options and support within the disability community. They are bringing in Mike Green to town May 26<sup>th</sup> to present training on asset-based community development. The event will be at the Sky Ute Casino and cost will be about \$50. Martha will send out more information and encouraged the group to consider attending.

- Martha mentioned that a doctor is scheduling appointments in Gem Village on Saturdays and her clients are having trouble finding transportation. She would like to discuss further with Road Runner.

Jason:

Community Connections is working on next year's fiscal budget. Kristin is their new part-time grant writer and started working on CDOT grant, 5311 for a vehicle at their Cortez location for use across residential and day programs. They currently have a minivan for the Cortez location. Peter would like to work with CC on their 5311 application and offered to help take their clients on their routes. Coordination is a high ranking item for CDOT.

John:

- Peter Schauer came to Pagosa Springs and reviewed their transit system. He has made some recommendations which John hopes to discuss later in the meeting.
- John is putting together 5311 grant that includes the changes, which means a substantial increase in budget for the year. He is concerned about the County Commissioner's support for providing more funding. He also discussed concern about fuel prices and increased use of fuel.
- He visited the Montrose program and learned about how they operate demand-response.
- They also have some training needs.
- Peter asked how John determines projected fuel prices. John said it is a guess and there is the Lundberg Report, but that data cost \$500.

## **V. Old Business Update**

### **a. Grants**

#### **i. Easter Seals ATCI—Conor Wakeman**

Donna and Christian reported to the group the following information on the Easter Seals technical assistance. The "committee" which included Jason, Laura, Conor, Nita, Martha and Kristin held a phone conference with Easter Seals earlier that day.

- There were 30 applications nationwide, and 10 selected.
- Project Action is funded through FTA, and provides national training and technical assistance. It is a community-based system change project, bringing together stakeholders from a community to address their issues, and develop a plan to solve them. ATCI process now visits the different communities rather than holding training in DC where only a few community members can attend.
- The process is to narrow down the needs to the top 2-3, develop objectives, timelines for completion, and identify those in charge of accomplishing the action steps.
- The group will provide technical assistance for a year and also check in with the group every few months.
- Laura told the group that we want to make sure we don't reinvent the wheel and take our proposed action plan and use the Easter Seals process to make it happen.
- The Easter Seals training will be the first week in June. The Committee will be working on the agenda and meeting specifics during their next phone conference. Conor will be asking for names of folks that should be invited to the training.

#### **ii. NCST—Bryan James**

Bryan reported that the AAA did not receive funding. He was thanked for the work he did on the application.

## **b. Information/resource sharing**

(Rick took over facilitating and told the group it was his last meeting with them.)

### **i. Google Groups**

Conor asked the group for permission to stop using Google Groups and investigate Plan B since the group isn't utilizing it. John said it didn't seem very user friendly. Laura said if we are getting what we need through email, let's keep it simple. Nita said that was fine if the information on it would continue to be available. There was consensus to forgo Google groups. Conor has another option that he will present at the next meeting.

### **ii. 2-1-1 Forms**

No one has turned in forms to Conor and he said it was a great opportunity to participate in 211 resource lists and the SW Connect. Rick recommended taking time at a meeting to fill it out. Martha believes that she already has. The group was interested in making time to do this. It will be put on the next agenda.

### **iii. Driver training/coordination**

Conor talked to Kent Harris who indicated that he has a list of providers that he notifies when he does training. Questions included:

- Can transit folks contact Kent to be added to the list? Several said they are not notified or that it had been several years.
- How often do trainings occur?
- Would he be willing to coordinate needed trainings?
- John says he knows Kent pretty well and would be willing to call him and ask those questions. He will let Laura and Conor know so they can follow up with the group.

### **iv. CASTA trainings and resources**

Conor will send out a handout on the available CASTA trainings and resources. He summarized the information and it was decided that he will poll the group about what types of trainings they need and the timeline needed.

## **c. Mobility Manager and LCC Facilitation**

### **i. Current CDOT LCC grant update**

Laura reported that the LCC was funded \$13K last year to hire Rick and form the Committee. They are entering the last quarter of grant, and have \$2,552 to expend.

### **ii. Fiscal Agency**

There is more LCC funding available and if the group is willing, the SW Colorado Council of Governments (SWCCOG) agreed to serve as fiscal agent and provide \$3K of match (part of the AmeriCorps salary). The Easter Seals piece makes the project more competitive and will allow the LCC to move forward. The SWCCOG was not sure about being fiscal agent to the mobility manager grant mainly because matching funds are not secured, they would have to oversee a staff person, and because what the application would cover is not finalized.

### **iii. CDOT applications (5310 and LCC)**

Rick said that the mobility manager is a two year application. Region 9 is concerned about taking on an additional employee, though they will still supervise the new AmeriCorps. The LCC application would be a first step to establish credibility with the SWCCOG so we have time to take that next step. **John made a motion to put the mobility manager position on hold and**

**approve applying for the LCC funds. Martha seconded the motion that passed with all in favor. Laura will send out the grant draft for comments prior to the early June deadline.**

#### **iv. Mobility Manager Job Description**

Laura distributed the job description for the mobility manager, noting the term RCC (Regional Coordinating Council) was used in application, and asked for comments. The position includes advocacy, outreach, grant/proposal writing and organization skills. John thought it covered a lot of responsibilities, but noted these are things he and other transit providers do almost daily anyway. Martha thought the essential job requirements on the description should be revised. There were lots of comments, but the group was happy with what it included and felt it could be streamlined once a position is funded.

Peter discussed that anyone submitting a 5311 application will need input on human service needs. He plans to get input through a survey monkey list of questions and then have a conference call to show results and talk about what will be addressed. This information can be used by the group to update the human services transportation plan. Martha would like a copy of the plan. Conor will send to her.

#### **d. Advocacy**

##### **i. 5309 Coalition Update**

Peter visited Washington DC with several other transit providers. He said 5309 funding has traditionally been distributed through earmarks, but now, FTA “bureaucrats” will be making decisions about the funding. The good news is that Colorado is top state for rural transit trips, (12M trips before Washington and California). Funding application deadlines will be tight again this year, and the congressional delegation appears more willing to work together on transit than last year.

##### **ii. CDOT Transit Policy Option Workshop**

Those in the group, who attended the meeting held in Durango, thought it was good and John was happy that FASTER grant match can carry over to next year. Peter sits on the CASTA board, and he talked about CDOT’s big reorganization of Transit and Rail division. Mark Sprick will be the contact for our region.

#### **e. Rideshare: SWConnect Partnership**

Conor provided an overview of the Rideshare program and asked what the transit group thought of seeing if the SW Connect would be interested in having that on their website. The group told Conor to go ahead with asking Terry, who works on the Southwest Connect website, about partnering.

### **VI. New Business**

#### **a. Pagosa Springs-Durango Corridor Meeting—John Egan**

John said there is a certain segment of the population in Archuleta County that needs to get to Durango. John provided an update on the week visit of Peter Schauer, a transit consultant. He looked at local and regional system, and said the system doesn’t work because Pagosa Springs is not pedestrian friendly, and everything is spread out.

- He recommended a demand response route with checkpoints.
- John went to Montrose last week to look at their system, which was a big help.
- To make this transition, there are several hurdles to overcome including needing more funding.
- Looking at combining senior bus and public system as well as adding a Pagosa to Durango trip.

- Rick mentioned connecting with Greyhound and crediting their service as match. Rick recommended getting more information from John Vallerio at CDOT. Peter was interested and will talk to Amber about working together as Greyhound goes to the Durango Transit Center. Peter and John discussed potential collaborations with meeting part-way to Durango, perhaps in Bayfield a couple of days a week.
- The main cost is picking people up going back and whether it is cheaper to pay a driver to come back, or have the driver wait in Durango and run people around.
- Conor discussed Durango Transit is looking at vanpools, possibly to Mancos and Dolores.

#### **b. NADO Webinar: Web-Based Toolkit**

Conor discussed an idea for web-based toolkit as an informational resource for the group down the road. The project would take upfront investment, but could serve as the online face for the LCC and individual agencies. Conor distributed the PowerPoint of the program.

#### **c. LCC Action Plans**

Rick's Action plan was distributed for comment. Comments included:

- Under the actions, divide into time frames such as 2011, then 2012 and 2013
- Include partnership building.
- Take off the mobility manager application for this year
- Add the LCC application this year
- Add Easter Seals

Laura will send the meeting edits to Rick by Monday, and he will do another round of edits for comments from the group. This action plan will be very helpful in writing the LCC application.

### **VII. Next Meeting: week of 6/20 or 6/27**

#### **a. Volunteer for Meeting Facilitator**

The group felt that having the next meeting at the end of June would work. The suggestion was the week of June 20<sup>th</sup> or June 27<sup>th</sup>. Peter said the week of June 20<sup>th</sup> is a statewide health care summit. The group will plan on the week of June 27<sup>th</sup>. An email soliciting dates and times that week that will work will be sent by Conor. Laura asked if anyone would be willing to lead the next meeting, especially since the group objected to having a chair. The idea is to rotate the person to lead the meeting and keep us on track, Jason volunteered, and John will be the back-up.

The meeting was adjourned at 3:20pm.

Minutes submitted by Laura Lewis Marchino and Conor Wakeman