

COORDINATED HUMAN SERVICES TRANSPORTATION PLANNING

CHAIR – MIKE EARL · VICE CHAIR – SUSAN JOHNSON · PLANNING MANAGER – CURT HUTCHINGS

AGENDA

Five County Regional Mobility Council Meeting

May 8, 2014, 11:00 am

Ruby's Inn

26 S Main St, Bryce Canyon City, UT

QUORUM & MINUTES

- I. Welcome and Call to Order (Mike Earl)
- II. Approval of March 26, 2014 Minutes (Mike)

PLANNING AND REPORTS

- III. COA Director Reports (Pam McMullin, Donna Chynoweth, Connie Lloyd, Fayann Christensen, Christine Holliday)
- IV. Transit Director Reports (Tammy Nay, Fred Davies)
- V. Mobility Management Report (Levi Roberts)
- VI. Work Group Progress Reports
 - a. Insurance Issues (Launi Schmutz)
 - b. Bus Shelters (Mike Earl)

OTHER

- VII. Review Action Items (Dave Demas)
- VIII. Other Business (Group)
- IX. Next meeting to be held July 30 at 9:00 AM at Ruby's Inn, Bryce Canyon
- X. Adjourn (Mike)

Electronic participation will be available for any CHSTP Committee members to participate in this meeting. The physical "anchor location" for this meeting is: 26 S Main St, Bryce Canyon City, Utah

The public should attend at the physical anchor location.

Members may participate via telephone conference call by calling toll-free: 1-800-444-2801.

When prompted for a Conference Session ID number please enter: 8143271.

If you have difficulty call the Customer Service number (866) 497-5033.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Levi Roberts, Associate Planner, Five County Association of Governments; 1070 West 1600 South, Bldg B, St George, UT - Phone # (435) 673-3548 - FAX # (435) 673-3540, at least three working days prior to the meeting.

REGIONAL MOBILITY COUNCIL

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MINUTES

Five County Regional Mobility Council Meeting

March 26, 1:00 p.m.

Five County Association of Governments

1070 W 1600 S Bldg B, St George, UT

MEMBERS IN ATTENDANCE

Ms. Tamara Nay
Mr. Fred Davies
Mr. Mike Earl
Ms. Susan Johnson
Ms. Christine Holliday
Ms. Pam McMullin
Ms. Donna Chynoweth
Mr. Todd Edwards
Mr. David Jones for Ms. Sherri Dial

REPRESENTING

Cedar Area Transportation Services
SunTran Manager
Red Rock Center for Independence
TURN Community Services
Washington County Council on Aging
Beaver County Council on Aging
Garfield County Council on Aging
Washington County Public Works
Five County AOG Community Action Planner

MEMBERS IN ATTENDANCE BY PHONE

Ms. Fayann Christensen
Ms. Connie Lloyd

REPRESENTING

Kane County Council on Aging
Iron County Council on Aging

MEMBERS ABSENT

Mr. Neal Smith
Mr. Dennis Broad
Ms. Launi Schmutz
Mr. Jeff Turek
Ms. Carrie Schonlaw

REPRESENTING

Southwest Center for Behavioral Health
Department of Workforce Services
WCSD Transportation Director
Washington City Councilmember
Five County AOG Human Services Director

OTHERS IN ATTENDANCE

Mr. Dave Demas
Mr. Levi Roberts
Ms. Teena Pittman
Mr. Tom Dansie

REPRESENTING

Five County Association of Governments
Five County Association of Governments
Garfield County
Town of Springdale

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I. **Welcome and Call to Order**

Chair Mr. Mike Earl called the meeting to order and welcomed all present. Ms. Connie Lloyd and Ms. Fayann Christensen were in attendance by phone. Mr. Earl announced that there was not a quorum present. He decided to postpone the items requiring votes until later in the meeting in case other members arrived.

II. **FTA Funding Process Update**

Mr. Roberts reported that the recommendation for the FTA funding allocation was sent to UDOT and they are reviewing. He believes the Commission meeting to finalize the funding will be held on April 18th. He should be notified within 1-2 days after the meeting regarding the final decision on the funding. Mr. Davies asked Mr. Roberts how the process works for the input to the STIP that happens every year for a 5 year rolling projection. Mr. Roberts suggested that Mr. Davies speak with Mr. Myron Lee, the Five County AOG MPO Manager for the details of that process.

III. **COA Director Reports**

Ms. Teena Pittman reported for the Garfield Council on Aging in Ms. Donna Chynoweth's absence. Ms. Pittman reported that the buses are continually running to take seniors to Cedar City, doctor appointments and shopping. They are currently trying to get 2 additional buses for Henrieville and Escalante. The number of riders in Henrieville has increased and they are requiring an ADA bus more frequently. Panguitch and Henrieville are currently sharing the ADA bus and it is in constant use. Mr. Roberts asked if they are having difficulty getting volunteer drivers. Ms. Pittman stated they have many volunteers and they have not had any problems getting drivers.

Ms. Fayann Christensen reported that they have cut back travel from Kanab to St. George to once per month. They are still going twice per month from Orderville. They are still providing transportation around town and are hoping to get a new vehicle. Mr. Roberts asked if the Orderville bus is not full do they pick people up in Kanab. Ms. Christensen answered yes, if they have availability on the bus but they are usually full every trip.

Ms. Pam McMullin reported that they are very pleased with their new director in Milford. He is very proactive and has been going on trips on the bus. He has several trips planned - to Pine Valley to visit the Pine Valley Mountain Meadows Massacre Memorial, to the Topaz Mountain Area and to Ely to take a train ride.

Ms. McMullin stated that the other senior centers are also doing well. She reported that they have been experiencing a problem with the electronic door on the new van in Beaver. It has been repaired numerous times but is still not closing properly. Ms. Nay remarked that they had the same problem with their new bus. She shared that the problem should be solved by pulling down on the red handle, opening the door manually and shutting it. Ms. McMullin stated that nothing has worked on the Beaver

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bus. They had the same problem with the bus in Minersville but the repair did fix the problem. She feels that there is some type of short in the system.

Ms. Christine Holliday reported that Washington County is doing well. They are continuing to provide trips into town for shopping and doctors. They also have been providing transportation for individuals with family members living at the Veterans Nursing Home in Ivins. They provide transportation any day of the week but do have a regularly scheduled day to go there and like to group people together if possible. Mr. Davies shared that the new Ivins bus route, projected to begin on January 1, 2015, will stop right in front of the Veterans Home.

Ms. Holliday stated that Mr. Vince McFadden at the St. George Center will be retiring on October 2nd. It will be difficult to replace him since he does so much for their transportation program. The position should be posted in June and they hope to have 6 weeks for training. She noted that it will be a challenge to replace such a knowledgeable employee.

Ms. Holliday reported that a new supervisor has been hired for the Hurricane Center and Ms. Holliday is hoping she will work on increasing ridership. Their buses run everyday but they would like to see the services expanded to provide additional trips and locations. They have not been successful in increasing the ridership in the past so Ms. Holliday is hopeful that the new supervisor will provide a fresh outlook to help accomplish this task.

Ms. Holliday explained that they are not looking to purchase bigger buses. Their goal in the next few years will be to purchase small natural gas vans that are wheelchair compatible that will allow them to provide more runs of shorter distances.

IV. Transit Director Reports

Ms. Tammy Nay distributed copies of the updated CATS annual ridership numbers to the committee. She noted that since 2006 ridership numbers have been up and down. The numbers peaked in 2011 and they have been struggling to increase ridership since that time. They are currently averaging approximately 1,100 riders per month on the fixed route. If they can maintain that number all year they will be at 13,000 riders annually again.

The committee discussed various possibilities why ridership may be down including the cold weather, lower unemployment and the improvement of the economy. Mr. Davies commented that SunTran ridership for the last quarter was also down. Mr. Davies remarked that it is important to help the public understand that they can save money by using public transportation even when they are employed and have their own transportation.

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Ms. Johnson commented that it appears that the Dial-A-Ride service has been steady. Ms. Nay agreed and remarked that they are typically full but on occasion they place people on a waiting list in the event there is a cancellation.

Mr. Davies asked if it was possible that the bus route design is not meeting the average rider's needs. Ms. Nay felt that might be part of the problem since Cedar City is so spread out. Ms. Johnson felt that the length of the ride could be a deterrent to some riders. The committee discussed the difficulty working riders face when having to ride the entire route to get to their place of employment. Mr. Davies stated that SunTran has the same challenge. Mr. Earl commented that if the routes had buses running in both directions, the riders would have shorter distances to travel and could get to work more quickly. Ms. Nay explained they do that in the mornings from 7:00 – 8:00 a.m. to accommodate the working riders and students. During that timeframe the Dial-A-Ride van covers the south route twice and the bus covers the north route twice. In the future, she would like to see buses operating in both directions throughout the day.

Mr. Davies remarked that the CATS Dial-A-Ride ridership is almost half the amount of the fixed route. Ms. Nay agreed and stated that they schedule their Dial-A-Ride appointments every 20 minutes. Mr. Davies stated that SunTran schedules every 30 minutes and there are times when they are barely able to meet that schedule.

Ms. Nay shared with the committee the trip summary that she had prepared in 2012 for the transit service provided in 2011. The summary included 9 trips per day during the week, Monday through Friday. The summary identified that Trip 7 (2:30 – 3:30 p.m.) is the busiest route; possibly due to school getting out. The second busiest was Trip 1 in the morning. The summary identified that the most popular day of the week was Tuesday followed by Wednesday, Thursday, Friday and then Monday. She will work with Torrie to prepare a similar study for 2013.

Ms. Nay reported that the 2012 contract has been signed by the Mayor and it has been sent to UDOT. She hopes to get the contract in place soon as they are currently out of administrative funding for reimbursement. They are currently using old funds for operating expenses.

Ms. Nay stated that she and Mr. Ryan Marshall presented the 2013-2014 budget to the Mayor and City Manager on March 25, 2014. It will need to go to the City Council for approval. They hope to have funding in place by the first of July so they can continue to operate.

Ms. Nay reported that another driver had resigned due to health reasons. However, she does have a former driver returning to fill that position. Ms. Nay met with Ms. Lloyd regarding the possibility of CATS drivers working as backup drivers for the Senior Center. Ms. Nay has one driver who is interested. Ms. Lloyd is waiting for funding and then will work out a schedule. Ms. Nay explained that she plans to begin developing a formal training guide for training new drivers. They currently do not have anything in place and in the past, they have had paperwork that was not completed. The guide

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will include a check-off sheet to identify all items and it will be initialed by the driver and trainer so that nothing will be missed. The employee will be given a copy of the information so there can be no miscommunication. Mr. Roberts suggested checking out the training resources that URSTA has available. Ms. Nay said she would pursue their resources.

Ms. Nay shared with the committee that due to the reclassification from hourly to part time regular status for the part time employees, she is now required to complete a performance evaluation for all employees. The evaluations were not required in the past for part time employees. Mr. Davies stated that he was not aware of the new performance evaluation requirement.

Ms. Nay reported on 2 projects she will be working on in the future. She will be developing a Dial-A-Ride guide for CATS similar to the guide that is used by SunTran. She also has a project scheduled for June to complete the application process for all of their Dial-A-Ride riders. She explained that in the past anyone that was elderly or disabled had basically just been added to the list. Many of the elderly riders were not required to provide any documentation. After she was hired, if they received a request from an individual to be added to the list of riders, CATS would complete the paperwork and send it to their doctor to certify their disability. However, after the UDOT audit, she created an application that is to be completed by the rider. At the beginning of June the application will be sent to the 125 individuals on the Dial-A-Ride list. This will ensure that they have an application on every individual and everything has been certified in writing. Mr. Davies commented that it was interesting that CATS has the same number of Dial-A-Ride riders as SunTran.

Ms. Nay mentioned that Cedar City is in the process of setting up a new ordinance to standardize all the advisory boards and committees in the city. The new ordinance for the CATS advisory board states that the board will consist of 7 members. Ms. Nay remarked that CATS is looking forward to having 2 additional members added to their board. The new Cedar City Mayor, Ms. Maile Wilson, is very proactive and is already looking for interested parties to participate in the committees. Mr. Davies remarked that SunTran has also been reviewing their ordinance. Ms. Nay provided Mr. Davies a preliminary copy of the ordinance regarding the CATS advisory board.

Mr. Fred Davies reported that the remaining no smoking signs have been installed and that citations will be issued for smoking cigarettes or e-cigarettes anywhere on the system. E-cigarettes are included on the no smoking signs.

Mr. Edwards asked how far away smokers must be from the bus stop. Mr. Davies stated 25 feet from any public access according to the Clean Air Act. Mr. Davies explained that the e-cigarettes are the biggest challenge because people feel they are not smoking. However, e-cigarettes can still cause an allergic reaction in people who are allergic to nicotine. The Utah Clean Act states no smoking devices.

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Mr. Davies reported that they have received a new full size 30 foot heavy duty Gillig bus to bring them up to a total of 6 buses. The addition to the fleet allows for a spare bus in the system in the event a bus is down for repair. Mr. Davies shared that Gillig is now building 32 buses per week instead of 30 so the 3 buses that are on order, 1 for the new Ivins route and 2 to replace the two oldest Optima buses, will arrive sooner than expected. They should be received in December 2013. The new Ivins route is projected to begin on January 1, 2015. Mr. Roberts asked if the route has been finalized. Mr. Davies remarked that he is still working out the 40 minute route. He has driven the route and it is 39 minutes which is just too close. He will continue to work on the route as well as the design of the Bloomington route. Mr. Davies will get the route information to Mr. Roberts as soon as it is finalized.

Mr. Davies shared that the advertising on the buses was approved by their Legal Department and is finally moving forward. They are currently advertising for Dixie State University and a free on-line public school program. Ms. Nay asked if they are using wraps. Mr. Davies explained they are an 'on the window 50% wrap' with holes. The view from inside the bus is not blocked by the wrap but from the outside looking into the bus it is completely blocked. SunTran is very pleased that the advertising is moving forward rapidly and they anticipate that the all buses will be covered by the end of June. The advertising should allow them to net approximately \$10,000 per month. This will help them to meet operating expenses as they were \$150,000 short last year on operating expenses. Because of this shortage in funding they did not have enough local match to draw down all the federal funds that were needed to keep operating. Mr. Roberts asked if advertising is considered a local match. Mr. Davies explained that advertising and agreements are considered a local match but fare box revenue is not. Mr. Davies shared that they have just signed an agreement with TURN and are waiting for their Legal Department to approve.

Mr. Edwards asked how long companies are required to commit to the advertising. Mr. Davies explained that there is a different price range for advertising for 3 months versus 1 year. They add about \$200 per month for the shorter contracts due to the expense of making the signs. Ms. Nay asked who is making the signs. Mr. Davies stated they will be doing the majority of the printing in-house because they have someone on-staff that has experience making signs.

Ms. Holiday stated she had looked into advertising in the past. They did not have to proceed with the advertising at that time but she felt that it is still an option for everyone if needed. Mr. Davies shared that they had done extensive research prior to proceeding with the advertising and offered to share all the information they gathered on advertising revenues. In their research they found that most advertising costs are anywhere from \$1.00 to \$7-8.00 per square inch. They were able to get it down to .13 cents per square inch. He stated that bus advertising is very cost effective. Several committee members expressed an interest in receiving the information from Mr. Davies' research. Mr. Davies will send the price sheets and research information to Mr. Roberts to send out to the entire committee.

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Mr. Davies explained that for the next month he will be busy working on gathering the approximately 1,000 pages of documentation necessary to prepare for the tri-annual review that is required by the Federal Transportation Administration.

Mr. Davies reported that next year's budget has been submitted. It does include the 3 new buses that will arrive in December which doubles the size of the budget. He commented that the turn-over of their part-time employees has greatly diminished since they now have more full-time employees on staff.

Mr. Davies shared that they are also working on their training program. He is still looking on-line for the required training for transit organizations to keep operational. He stated that he would like to model their training after a successful program so he has asked Cache Valley Transit if they would share their training program. Mr. Roberts commented that Cache Valley Transit does have the staff to develop the training programs and that they were a great resource for the Basin Transit Association in the Uintah Basin when they started.

Mr. Davies reported that although their percentage of para-transit ridership is not as great as CATS it is still a significant cost. Mr. Davies and 2 other employees will be going to Salt Lake City at the end of the month to attend training to be certified in the para-transit certification process. They will change their process to match that certification process which is similar to the UTA (Utah Transit Authority). Mr. Davies explained that they will do an entire in-house assessment with no doctor intervention unless required for something outside of their scope. It is a hands-on process that will require the rider to walk, get on the bus, cross the street and answer questions. It is a complete cognitive and ambulatory hands-on assessment process. Mr. Davies shared that if anyone is interested in the training class it may still be available. The registration is done on-line and the training is free. The only costs required are for travel and overnight hotel accommodations. Mr. Davies noted that the significant cost of their para-transit program justifies the travel costs for the training.

Mr. Roberts asked if the certification process is for new applicants only. Mr. Davies stated that they will begin working with their current approved riders and then will work on new applicants. Ms. Nay expressed an interested in hearing about the training after Mr. Davies completes the certification process.

Mr. Davies stated that their current para-transit certification process is not effective. They have received many doctor notes that provide little or no information and the doctor's evaluation is not effective in determining if the riders qualify for the program. The new process will be a hands-on certification by certified SunTran evaluators.

At this point in the meeting, Mr. Earl announced that additional members of the RMC committee had joined the meeting and that there was a quorum present.

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V. Approval of February 6, 2014 Minutes

A motion was made by Mr. Davies, seconded by Ms. Nay to approve the February 6, 2014 Minutes of the Coordinated Human Services Transportation Planning Committee.

MOTION CARRIED UNANIMOUSLY

Phone vote by Ms. Christensen – aye

VI. Mobility Management Report

Mr. Roberts reported that the Google Transit map system is up and running for CATS and Aztec Shuttle. The system has been tested and is working well. He is still working on getting the information from St. George Shuttle. Mr. Roberts commented that Google Maps is a great resource for people traveling without a car from Southern Utah to the Wasatch Front. The system provides directions and it also integrates with the UTA schedule. Mr. Davies stated that the original documentation from Google stated that every design of Google Maps logo must be approved. He would like to put an additional sticker with the Google Maps link on their route map for smart phone users. This would reduce the number of phone calls they receive. He asked if the sticker would need to be approved by Google. Mr. Roberts stated that we are required to use a specific logo for marketing purposes but he is not sure if approval is required for every use. He will research. Mr. Earl asked if there is a bar code to scan to take people directly to the Google Maps site. Mr. Davies responded that the sticker could have a bar code; it could direct people to the Google site or your own organizations site. Mr. Roberts suggested that the bar code be embedded on each organizations website. He is working on the procedure to do that and will help others when he is successful. Ms. Nay asked if Aztec Shuttle requires a reservation. Mr. Roberts responded that they do require reservations. He added that the Google Maps system will direct users to contact Aztec Shuttle and also to contact CATS for the stops by demand.

Mr. Roberts reported that he is hoping to increase the van pool efforts. The Ruby's Inn van pool is very successful with 19 employees participating. They have been able to utilize a 15 passenger van due to their staggered work schedules over the seven day work week. However, they are ordering another van from UTA. Ruby's Inn will be making a van pool presentation at the URSTA conference.

a. Website demonstration and discussion

Mr. Roberts provided a short computer demonstration of the Coordinated Human Services Transportation website. He explained the website provides information regarding the transportation services that are available in the region and provides links to various websites. Mr. Roberts asked the members to review the website for accuracy and provide feedback. He would also like to know if there is anything that should be added to the website. Mr. Davies requested that Mr. Roberts send the committee members an e-mail with the link to the website. He remarked that the link will be very helpful in answering the many phone calls SunTran receives with transportation questions. Mr. Roberts asked the members to add the link to their websites to help get the word out to the community. Mr. Davies commented that

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the next step would be to create a flyer that would be available in the buses and offices to advertise the website.

Mr. Roberts also provided a demonstration of a ride matching software program for demand response transportation. It is free open source software that may help the agencies with their trip scheduling. Some of features of the program include: scheduling trips on different routes, tracking customer data and generating ridership reporting. The program will also allow a dispatcher in the office to locate vehicles that are equipped with a GPS device so that rides could be assigned as the vehicles are available. Mr. Roberts explained that the Wasatch Front Regional Council is looking at this software to refine and modify the program for their needs. They would also like to see if it will work for different agencies around the state. Mr. Roberts asked the members to let him know if they feel their agency could benefit from the program.

Mr. Earl inquired as to whether the program could do trip planning for multiple consumers to plan the best route to pick them up. Mr. Roberts was not sure if that was a feature of the program. Mr. Davies indicated that the program does include two critical features that would definitely help SunTran. He will take a few minutes after the meeting to review other aspects of the program.

Mr. Roberts added that in the future the program could also be used for ride sharing. If agencies had agreements with one another, the program could be used to coordinate trips and passengers from different agencies. Mr. Davies remarked that they had heard from UTA that they were designing a similar program for the outlying agencies. Mr. Roberts responded that this may be the program they were referring to. This program will be housed by UTA because of the need for a large server and they (UTA) are working with the Wasatch Front Regional Council to modify the program. Mr. Roberts commented that if we could get people from our region to review the program and provide input it may be something that could work for us.

Mr. Roberts will send out an e-mail reminder about the program requesting that interested committee members contact him. A user name and authorization are required to use the program. This would not be a commitment to use the program on a long term basis but would simply provide an opportunity to review the system to see if it will work for your agency.

b. **URSTA Conference Announcement**

Mr. Roberts passed out information regarding the URSTA Conference at Ruby's Inn to be held May 8-9. He encouraged members to register on-line. Ms. Holliday asked about the conference start time. Mr. Roberts explained that the next Regional Mobility Council meeting will be held on May 8th at 9:00 a.m. at Ruby's Inn. There will be URSTA board meetings at 10:00 a.m. and 11:00 a.m. and the conference begins at noon and includes lunch.

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Mr. Davies asked for more information about the conference in order to determine how many drivers to send. Mr. Roberts stated that the URSTA conference will provide breakout session for management and sessions for drivers. He remarked that the driver's sessions will be very useful this year and will include a 4 hour defensive driver's course. Mr. Roberts has been told that if the course is completed, points can be removed from a driver's record. Mr. Davies shared that many insurance companies will drop rates if a defensive driving course is completed. Mr. Roberts stated that the conference is for all drivers including volunteer drivers. The hotel accommodations (1 night) and the registration fee will be covered by the scholarship if the application is completed. The hotel costs will be a reimbursement and the conference fee is paid by scholarship. Mr. Roberts encouraged as many drivers as possible to attend. The conference will also include sessions on Wheelchair Securement and ADA regulations specific to wheelchairs. Mobility Orientation Trainers from the Office of the Blind and Visually Impaired in St. George, Milo Waddoups and Deja Powell, will provide a session on Etiquette in Serving Riders with Special Needs. All of this information will be very useful for the drivers.

Mr. Roberts stated that there will be a management session on Risk Management. Ms. Nay offered to forward the e-mail with the agenda to Mr. Davies. Mr. Roberts shared that there will also be a discussion on van pools and their application and a UTA representative will discuss van pools - where they fit and how to manage van pool programs. The Superintendent of Bryce Canyon National Park will conduct a tour of the Park shuttle system. There will also be a legislative session with information regarding transit legislation by an URSTA Board Member who traveled to Washington D.C.

Ms. Christensen provided information regarding the upcoming regional rodeos. There will be a rodeo in Logan on April 26th and then next in Utah Valley on May 3rd. The committee discussed the regional rodeo. Mr. Roberts noted that if anyone would like to organize a regional rodeo there is funding available.

c. Other Activities

There was no information reported on this item.

VII. Work Group Progress Reports

A. Insurance Issues

Ms. Johnson reported that she has not had an opportunity to work with Ms. Schmutz regarding the insurance issues.

B. Bus Shelters

Mr. Earl and Mr. Demas were unable to attend the last bus shelter meeting. Mr. Davies and Mr. Demas did report that they have dropped the Southwest Center and the Catholic Church as possible bus shelter sites and identified several other possible sites. Mr. Davies explained that it was determined that if a site already has a shade tree, a place to sit and the ability to get out of the rain it was not cost effective to spend \$10,000 to place a shelter at the site. The funding will be used for sites that do not already have those amenities. Mr. Demas reported that they

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are very close on the shelter at Lin's. It is his understanding they have sent the information to the property management company. They will need to determine how to grant the easement. Their expense has been capped at \$500. If that is a problem for them, we will seek other ways for providing the local match.

VIII. Review Action Items

A. Previous action items identified in February 6, 2014 minutes.

Mr. Demas provided a copy of the spreadsheet and stated that most items have been completed. The items that have not been completed were reviewed:

Item #2 – Support Ms. Johnson in producing route estimates. Mr. Roberts stated this was an on-going action item.

Item #10 – Google Apps for shuttle services. As reported earlier in the meeting, the information for Aztec Shuttle is up and running. Mr. Roberts is still working with St. George Shuttle.

Item #11 – Has been completed – Mr. Davies sent the signage template to Ms. Nay.

Item #22 – Has been completed – As reported earlier in the meeting, a CATS driver has been identified to work as a substitute driver for Ms. Lloyd.

Item #23 – Has been completed – Mr. Broad spoke with Mr. Davies regarding the possible backup driver for SunTran.

Mr. Demas asked committee members to let him know if there is anything that has not been identified as an action item and he will add it to the spreadsheet.

B. Review actions identified during meeting.

1. Mr. Davies to provide new Ivins route information to Mr. Roberts as soon as it is finalized.
2. Mr. Davies to send advertising price sheets and research information to Mr. Roberts to send out to the committee members.
3. Mr. Roberts to research if approval is required for every use of the Google Maps logo for marketing purposes.
4. Mr. Roberts to provide agencies with instructions on how to embed Google Maps bar code on their websites.
5. Committee members to review the CHSTP website for accuracy and provide feedback to Mr. Roberts.
6. Committee members to add the link to the CHSTP website on their websites if possible.
7. Mr. Roberts to send out e-mail reminder about the ride matching software program requesting that interested committee members contact him.
8. Mr. Roberts to follow-up on the transportation issue for the dialysis patients in Kanab and report on the progress at the next meeting.

IX. Other Business

Mr. Roberts reported that he has been contacted regarding a group of dialysis patients in Kanab that need to travel to St. George multiple days per week for their medical treatments. They are having a difficult time getting transportation and are looking into

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available options. The resources at the Senior Center are limited. Ms. Chynoweth shared that there is a van running from Garfield County; she will follow-up and get back to Mr. Roberts. Ms. Christensen explained that the varied schedules and locations for the patients makes it very difficult to coordinate transportation. Mr. Roberts remarked that it may be that the only possible solution is to work with the doctors to coordinate schedules. Ms. Christensen explained that the cost to take the wheelchair accessible van from Kanab is \$1.65 per mile. That does not include the driver costs as they do not have volunteer drivers. Mr. Roberts is working on the situation and will report on the progress at the next meeting.

Ms. Chynoweth inquired about the possible expansion of the Ruby's Inn van pool into Escalante to pick up riders in Henrieville and Tropic. She has had someone approach her about the service. Mr. Roberts stated they are discussing the idea and are just trying to put together a group of people. He suggested Ms. Chynoweth contact Ms. Susan Thompson to discuss further. Mr. Demas added that they are just trying to find a driver and committed people to make the route work. Mr. Roberts shared that according to Ms. Thompson 40% of the people who are using the van pool wouldn't be working there otherwise because they do not have any other transportation to get to work. Ms. Chynoweth will contact Ms. Thompson to discuss.

- X. Next meeting to be held May 8, 2014 at 9:00 AM at Ruby's Inn, Bryce Canyon Association of Governments.

- XI. Meeting was adjourned.