

COORDINATED HUMAN SERVICES TRANSPORTATION PLANNING

CHAIR –SUSAN JOHNSON · VICE CHAIR –RYAN MARSHALL · PLANNING MANAGER –CURT HUTCHINGS

MINUTES

Coordinated Human Services Transportation Planning
Committee Meeting
April 28, 2010
10:00 am
Five County Association of Governments
1070 West 1600 South Bldg B, St George UT

MEMBERS IN ATTENDANCE

Susan Johnson
Ed Rogers
Launi Schmutz
Christine Holliday
Beth Cottam
Donna Chynoweth
Todd Edwards
Roger Bundy

REPRESENTING

Turn Community, St George
Dixie Applied Technology College
Washington Co. School District
Washington Co. Senior Citizens Center
Five County Association of Governments
Garfield Co. Senior Citizens Center
Washington County
Washington City

MEMBERS IN ATTENDANCE BY PHONE

Ryan Marshall
Fayann Christensen

Sun Tran, City of St George
Kane Co. Senior Citizens Center

MEMBERS EXCUSED

Carl Mangum

Southwest Behavioral Center

MEMBERS ABSENT

Jim Starks
William Campbell
Connie Lloyd
Pam McMullin
Tammy Nay

Red Rock Center for Independence
Department of Workforce Services
Iron County Senior Citizen Center
Beaver Co. Senior Citizens Center
Cedar Area Transportation System

OTHERS IN ATTENDANCE

Robin Erickson
Doni Pack
Curt Hutchings

Utah Clean Cities – Southern Utah
Five County Association of Governments
Five County Association of Governments

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I. WELCOME, INTRODUCTION OF NEW MEMBERS, AND DECLARATION OF A QUORUM

Ms. Susan Johnson opened the meeting and welcomed all in attendance. There was a quorum present. Two members, Mr. Ryan Marshall and Ms. Fayann Christensen participated by telephone.

Mr. Curt Hutchings introduced two new members to the Committee: Mr. Todd Edwards from Washington County Public Works Dept., County Engineer, and Mr. Roger Bundy, Councilmember from Washington City.

Ms. Robin Erickson attended as a new stakeholder member. She represents Utah Clean Cities Coalition and is a new Director for southern Utah.

II. APPROVAL OF NOVEMBER 17, 2009, FEBRUARY 24, 2010 AND MARCH 18, 2010 MINUTES

A motion was made by Ms. Launi Schmutz, seconded by Mr. Ed Rogers, to approve the Minutes of the November 17, 2009 Coordinated Human Services Transportation Planning Committee meeting.

**MOTION CARRIED UNANIMOUSLY,
including aye votes by Mr. Ryan Marshall and
Ms. Fayann Christensen by telephone.**

A motion was made by Mr. Ed Rogers, seconded by Ms. Launi Schmutz, to approve the Minutes of the February 24, 2010 Coordinated Human Services Transportation Planning Committee meeting.

**MOTION CARRIED UNANIMOUSLY,
including aye votes by Mr. Ryan Marshall and
Ms. Fayann Christensen by telephone.**

A motion was made by Ms. Christine Holliday, seconded by Ms. Donna Chynoweth, to approve the Minutes of the March 19, 2010 Coordinated Human Services Transportation Planning Committee meeting.

**MOTION CARRIED UNANIMOUSLY,
including aye votes by Mr. Ryan Marshall and
Ms. Fayann Christensen by telephone.**

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III. FINAL APPROVAL OF BYLAWS

Ms. Pack presented a draft version of the Committee Bylaws, suggesting clarifications and additions to the rough draft created at the last CHSTP Committee meeting. With feedback from other members of the Committee, the rough draft was improved. The Draft Final version of the CHSTP Bylaws are attached as part of the Minutes. Changes and additions from the previous version are marked in red.

A motion was made by Ms. Christine Holliday, seconded by Ms. Fayann Christensen, to approve the Coordinated Human Services Transportation Planning Committee Bylaws as amended.

**MOTION CARRIED UNANIMOUSLY,
including aye votes by Mr. Ryan Marshall and
Ms. Fayann Christensen by telephone.**

IV. UDOT FTA GRANT APPLICATION UPDATE

A. Southwest Center for Behavioral Health

Mr. Curt Hutchings reported that he recently spoke with UDOT staff regarding the FTA grant submitted by Neal Smith of the Southwest Center for Behavioral Health, and gave a positive prioritization recommendation to the Transportation Commission. The Commission will meet in May to finalize the disposition of the FTA applications.

V. SUBCOMMITTEE PROGRESS REPORTS

A. Insurance Issues

Ms. Launi Schmutz asked Ms. Robin Erickson from Utah Clean Cities to report on the work of the Insurance Issues workgroup. Ms. Erickson obtained a copy of the Wasatch Front Regional Council (WFRC) Regional Coordination Council for Community Transportation's job description for a Mobility Manager. Ms. Erickson provided a copy for all those present.

Ms. Erickson also attempted three times to meet with Commissioner Gardner and invite him to be a member of the workgroup, but was unable to make contact. Ms. Erickson is also following up on an insurance issues survey conducted by WFRC and will still try to get a copy of that document.

Mr. Hutchings reported that he attended a WFRC Coordination Council meeting to see how they are dealing with insurance issues. That Council has decided to hire a Mobility Manager and have that person work on the insurance issues.

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B. Elected Officials

Mr. Hutchings pointed out that there is not a workgroup set up for this, but Mr. Hutchings asked Mr. Roger Bundy to serve on the Committee. He is a Councilmember for Washington City. Although Mr. Edwards is not an elected official, his participation provides representation from Washington County which the Committee did not have previously.

Mr. Hutchings added that there is more that could be done in terms of the role of an elected official on the Committee. His intent is to meet with Mr. Bundy and continue to bring elected officials more into the Committee processes.

C. Form New Workgroups

- i. Bus Stop Improvements
- ii. Public Transit Travel Training

Mr. Hutchings inquired as to whether the Committee is ready to form more workgroups at this point or not.

Ms. Cottam pointed out that work on Travel Training is already happening informally. Ms. Beth Cottam shared that she just recently met with Milo Waddoups and the Red Rock Center for Independence on some other trainings and suggested that working with them could be a natural choice and Ms. Cottam would help coordinate this. She would be glad to pull together information on what is already happening in this area.

Mr. Ed Rogers mentioned the resources available through Dixie Applied Technology College. They currently provide numerous trainings, have finances available for trainers, and offered the use of their skills and facility to develop a Travel Training program. Mr. Rogers and Ms. Cottam agreed that they can coordinate.

Ms. Cottam volunteered to pull together a group of all the resources she is aware of and working with, then pass the responsibility of running a formal workgroup to someone else since she will be leaving the Committee after June 30, 2010 upon her retirement.

Mr. Hutchings reminded the Committee members to utilize the resources of interested stakeholders to participate in the various workgroups and not draw on the Committee members exclusively.

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FCAOG staff is willing to communicate with all Committee members regarding workgroup meetings if the group leaders transmit that information to Ms. Pack ahead of time.

Ms. Johnson inquired if the Committee is prepared to begin a Bus Stop workgroup. She suggested that we wait to address this subject more fully when Mr. Ryan Marshall can participate. This item will be added to the next meeting's agenda.

Mr. Edwards and Mr. Bundy inquired about road improvements and expansions that may remove existing bus stops or provide an opportunity for new stops.

Ms. Erickson asked if transportation engineers should be included as stakeholders. They may be willing to donate some time to help design bus stops in their project designs. Committee members thought this was a good idea.

VI. REGIONAL OUTREACH

Mr. Hutchings provided Committee members with notes from the FCAOG Public Forums held each year in all Five Counties. Mr. Hutchings attended each, and collected comments regarding transportation needs and solutions.

In Garfield County, the largest employer is Ruby's Inn. Employees need transportation from Panguitch to Bryce Canyon City. A possible solution is the UTA Rideshare Van Program.

The UTA Rideshare Van Program leases a 15 passenger bus vehicle to an individual or an employer. There must be at least 7 riders. Mr. Hutchings provided members with a handout with specifics for a lease with employees of Bryce Canyon and Ruby's Inn.

Donna Chynoweth offered to contact Ruby's Inn and assess their interest.

The employer may or may not be involved, but if they are, that would reduce costs to the passengers. The costs born by the employer are a pre-tax deduction. The benefits to an employer are that their employees show up for work, and on time.

The UTA Van Rideshare Program seems like it could be very applicable to the rural areas of the Five Counties. It came up as a possible solution with Circle Four Farms in Beaver County, and also for employees in Washington County.

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At the Iron County Public Forum Mr. Hutchings met a gentleman from SUU who deals with disability issues for students of the University. There is an upcoming Disability Day event and it might be appropriate to have a booth sponsored by the CHSTP Committee. There seems to be a need for Travel Training there. Mr. Hutchings will follow up with a date and other further details.

Mr. Hutchings has visited with Tammy Nay with the Cedar Area Transportation System (CATS). Residents would like the wait time between buses reduced. There are also some paratransit issues.

In Washington County bus shelters and rides to employment were discussed. Also mentioned in Washington County was the formation of a Transit Authority.

VII. OTHER/NEXT MEETING ITEMS

A. UDOT Systems & Planning Training

Staff from the UDOT Systems and Planning Program will be visiting next meeting to help explain 'ridership rules' – who can ride on which vehicles and when. A luncheon will be provided.

B. Capture Past Ideas

Nothing discussed.

C. URSTA Conference

There is a Conference in May, but there will also be one in St George this fall. There will be training separate than just driver training and a 'Rodeo'.

D. Next Meeting Date

Next meeting will be held June 30, 2010 at 10:00 am in the Five County Association of Governments large conference room.

E. Website Development

Ms. Erickson mentioned an opportunity to hire an intern through Clean Cities Coalition to create a website for the CHSTP program. She will get back to the FCAOG staff with details.

VIII. ADJOURN

The meeting was adjourned at 11:55 am.