

REGIONAL MOBILITY COUNCIL

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

MINUTES

Five County Regional Mobility Council Meeting

November 17, 2015, 1:30 p.m.

Five County Association of Governments
1070 W. 1600 S. Building B, St. George UT

MEMBERS IN ATTENDANCE

Mr. Mike Earl
Ms. Christine Holliday
Mr. Curtis Crawford
Ms. Fayann Christensen
Mr. Neal Smith
Mr. Fred Davies
Mr. Ryan Marshall

REPRESENTING

Red Rock Center for Independence
Washington County Council on Aging
Iron County Council on Aging
Kane County Council on Aging
Southwest Center for Behavioral Health
SunTran Manager
Cedar Area Transportation Services

MEMBERS PARTICIPATING VIA TELEPHONE

Mr. Clint Cottam

Five County AOG Community Action Planner

MEMBERS ABSENT

Ms. Sheila Shotwell (Excused)
Mr. Todd Edwards (Excused)
Ms. Susan Johnson
Ms. Donna Chynoweth
Mr. Dennis Broad (Excused)
Mr. Jeff Turek

REPRESENTING

Beaver County Council on Aging
Washington County Public Works
TURN Community Services
Garfield County Council on Aging
Department of Workforce Services
Washington City Councilmember

OTHERS IN ATTENDANCE

Dave Demas
Diane Lamoreaux

REPRESENTING

Five County Association of Governments
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QUORUM & MINUTES

I. **Welcome and Call to Order**

Mr. Mike Earl, Chair, called the meeting to order and welcomed all present. Mr. Clint Cottam joined the meeting via telephone.

Because a quorum was not yet available to approve the previous meeting minutes, he proceeded to Agenda Item #III, COA Director Reports.

REGIONAL MOBILITY COUNCIL

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PLANNING AND REPORTS

III. COA Director Reports

Ms. Fayann Christensen, Kane County, reported that things are going well in Kane County. The vehicles are all running fine and applications were submitted to UDOT for two new vans.

Ms. Christine Holliday, Washington County, reported that Washington County also submitted applications to UDOT for three different buses. The county also had to update and submit their Title VI Plan. Various repairs on vans are continuing, but they are able to get people where they need to go. All of their vans have excess of 100,000 miles and this contributes to more maintenance issues. Applications submitted to UDOT are for smaller 22' buses that do not require drivers to have a CDL license. At the present time, there are no congregate meals being provided at the Enterprise Senior Citizens Center. However, buses are still available for transport of clients to St. George for various services.

Mr. Curtis Crawford, Iron County, reported that things are going well in Iron County in terms of transportation and they are not experiencing issues with vehicles at this time. Staff is trying to get all paperwork required by UDOT up-to-date.

IV. Transit Director Reports

Mr. Fred Davies, SunTran, reported that the new Q-pod tie downs have solved the challenges associated with wheelchairs and the routes are not losing time as often as before. Drivers are able to secure wheelchairs using one hand and it is much faster. Wheelchair ridership has been around 400 riders per month. The Q-pods cost \$100,000 but St. George City crews were able to install them. Training was provided to all drivers and things seem to be working well. St. George City also is required to update their Title VI Plan. Contact has been made with a consultant out of Texas to obtain a quote for updating the plan as well as filing required reports. This plan must be updated before SunTran can obtain additional funding. Ridership is stable and going up a small amount. Buses are receiving regular maintenance, but having a mechanic off for a week certainly presented a challenge. It was nice to see him return and to get the fleet back on track. Having a mechanic available on Saturday is especially challenging.

Mr. Dave Demas mentioned that SunTran has been able to work with Dixie State University to reach agreement on providing free bus passes to students. Mr. Davies indicated that the agreement is under review by the St. George City Attorney, but will hopefully be fully executed by January 2016. This will provide an infusion of funds into SunTran which will help with city match requirements. A rate has been negotiated for students to ride free and it is anticipated that this will increase ridership.

Mr. Ryan Marshall, CATS, reported that he has also been working with Southern Utah University to establish free ridership for students. He noted that staff is trying to get caught up since Tammy Nay left. Two part-time employees have assumed the responsibility of dispatch.

REGIONAL MOBILITY COUNCIL

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V. Non-profit Transportation Providers Reports

Mr. Neal Smith reported that the Southwest Behavioral Health Center has two buses, one in Cedar City and one in St. George. These buses are used to transport clients five days a week on short trips. There are 2,000 clients per quarter that are being served, but they do not get as much mileage on the vehicles as UDOT would like.

Ms. Mike Earl reported that the Red Rock Center for Independence recently had their first UDOT inspection. Their record keeping could improve, but overall the visit was positive. There was one week that the bus was not utilized at all because of a holiday and no planned activities. Activities that require transport are now being held on a regular basis.

VI. Mobility Management Report

Mr. Dave Demas explained that Curt Hutchings was excused due to other meetings in Salt Lake City. The AOG is currently in the process of hiring a planner to replace Levi Roberts. The first application solicitation did not gather many applicants and the position was re-advertised. Interviews will be conducted in the near future, and it is anticipated that staffing will be in place by mid-December. Clint Cottam has assumed the responsibility of the travel voucher program at this point.

VII. Bus Shelter Work Group Progress Report

Mr. Dave Demas reported that the bus shelter at Lins Grocery Store is still awaiting approval of their attorney. This stop will be placed on Sunset Boulevard a short distance from the big sign. Staff will follow up with the attorney to hopefully get the agreement in place to move forward. St. George City staff is working with Gilbert Jennings on a stop as well. One other bus stop on Dixie Drive located close to the new Retreat at Sunbrook is still a work in progress. Mr. Jeff Chatman is working on a deal with St. George City for a city park in this location as well. Mr. Fred Davies reported that some of the stops will be moved closer to trees and there will be 15 benches in place by the end of the year.

Mr. Earl noted that a quorum of members were now present and returned to Agenda item #II.

II. Approval of September 23, 2015 Minutes

Mr. Mike Earl, Chair, entertained discussion and/or consideration of a motion to approve the meeting minutes of September 23, 2015 Regional Mobility Council.

A motion was made by Fred Davies, seconded by Fayann Christensen, to approve minutes of the September 23, 2015 meeting as presented. MOTION CARRIED BY UNANIMOUS VOTE, with Clint Cottam acknowledging an Aye vote via telephone.

OTHER

VIII. FTA Grant Application Process Update

Mr. Dave Demas reported that Sheila Shotwell, Beaver County, had a lot of difficulty logging on to submit their application to UDOT, and she was granted some extra time to

REGIONAL MOBILITY COUNCIL

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

turn it in because of the issues. Ms. Fayann Christensen indicated that she also had a lot of problems and had to work directly with UDOT to accomplish the submission of the Kane County applications. Mr. Demas explained that UDOT staff will provide copies of applications that are approved to staff and a meeting will be required in December to complete prioritization of applications. Once applications are prioritized by the Regional Mobility Council, they will be returned to UDOT in January. Members in attendance determined that a meeting should be scheduled for December 17, 2015 beginning at 1:30 p.m. Notification will be provided via email.

IX. Review Action Items

Mr. Dave Demas provided a handout of action items and noted that there are only two items that still require attention. Copies of the presentation by Robyn Erickson will be forwarded to committee members via email. Contact will be made with the attorney for Lins to hopefully provide a signed agreement to move forward with the bus stop in this location. Fred Davies indicated that he did not forward information to members for the Q-pod systems because it will not work on the small cutaway buses. This item will be dropped off the action item list.

X. Other Business

Mr. Neal Smith mentioned a U Tube video forwarded out by UDOT staff where an individual in a wheelchair was pulled up on a ramp and the ramp folded to pin the person between the lift and seat because of an electronic malfunction. This is something that all drivers should watch to be aware of this problem. Committee members asked that the email be forwarded to members for viewing.

Mr. Clint Cottam announced that CAP staff will be conducting a new three-year needs assessment for the Five County Region in conjunction with Community Services Block Grant (CSBG) funding. This process will begin within the next month. Because transportation is a big need throughout the region, providers will be approached to assist with handing out the survey instrument to their clients. It is important that all gaps in transportation services are identified in this needs assessment. In order to access CSBG funding for the region, a needs assessment is required. Information will be provided via email over the next month requesting assistance in this process. He reported that CSBG funds are being utilized to assist with rapid re-housing, food distribution through local care & share organizations, transportation and flexible gas vouchers, purchase of bus passes in Cedar City, extensive case management for clients, youth programs, etc. Once gaps are identified, it is possible that some funding could be shifted to address these needs.

Mr. Neal Smith approached committee members with the idea of conducting a regional transportation rodeo similar to those conducted at the annual URSTA conference. Mr. Ryan Marshall mentioned that Richfield has conducted a regional rodeo in the past, but there has not been one in this region for some time. The last event was held at the old St. George airport site in conjunction with the URSTA conference. There is a toolkit on the URSTA website that makes it much easier to host this type of event. Mr. Fred Davies indicated that in contact with URSTA it was mentioned that they would provide reimbursement to cover \$2,000 of the cost to host an event. Ms. Fayann Christensen

REGIONAL MOBILITY COUNCIL

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

commented that Kane County hosted a one-half course which was much easier to setup. However, there would be room for a full event at the old airport site. Council members agreed that it would be good for this group to take the lead on this type of event. Mr. Marshall explained that monies are set aside in the URSTA budget for these types of events on a first-come basis. A request would need to be submitted to URSTA for consideration. The upcoming URSTA conference will be held in Springdale in September 2016. Members suggested that the event be planned for April 23, 2016. An event of this type takes a fair amount of planning and a number of volunteers would be needed. Mr. Clint Cottam suggested that court ordered community service participants may be an option to help setup the event and course.

A motion was made by Fayann Christensen, seconded by Neal Smith, to submit a request to URSTA for a regional rodeo to be scheduled on April 23, 2016. MOTION CARRIED BY UNANIMOUS VOTE, with Clint Cottam acknowledging an Aye vote via telephone.

It was noted that these events are typically held on a Saturday, begin at 8:00 or 9:00 a.m. and are completed by noon. Several individuals on the Council are very familiar with these types of events and expressed their willingness to assist in planning and setup. Mr. Fred Davies indicated that he would submit the request to URSTA.

XI. Next Meeting

The next meeting will be held December 17, 2015 at 1:30 p.m. at the Five County AOG offices in St. George.

XII. Adjourn

Being no further business, the meeting adjourned at 2:40 p.m.