Caswell County Area Transportation System

Transportation Advisory Board Meeting

Meeting Minutes

April 23, 2021

**Present** were Cindy Troxler, Michelle Waddell, Steve Oestreicher, Tonya Moye, Edna Brown, Jeannine Everidge, Melissa Williamson.

The January 22, 2021 minutes were read and approved by Edna Brown and seconded by Tonya Moye.

**Expenditure/Revenue Report:** We are completely caught up on all reimbursements through the state. I have played around with Munis and still trying to create a decent report to follow for revenues and expenditures. The reports now are so different from the previous software reports. I have asked Jennifer once they get the budgets complete that I need to meet with her to ensure that all of our revenues are getting posted and get a better understanding of the current reports out of Munis.

**Update on CATS – COVID-19-** We are still seeing an increase in ridership since our last meeting. Things are starting to pick back up. We have started to bring some of the seniors in to the senior center and we are talking with OE, sheltered workshop, about bringing back some of the clients to the workshop.

**Protective Measures for staff & passengers-** We are still being as diligent as we possibly can to keep everyone safe. We still have all of the protection measures in place. We are still taking every measure and precaution that we can take to keep everyone safe. I am glad to report that all of our staff but one has had both COVID shots.

**NCPTA Conference-** was held virtually on April 12-14. They really did a great job it lasted all day each day and it was exactly like how we did the conference and the sessions if we would have been physically present. NCPTA did a great job putting on this conference. They had sessions on Human Trafficking, Medicaid transformation, new updates coming for Trip Maker software and many other great topics.

**CARES Act Reimbursement-** We have received reimbursement for our first and second quarter in the amount of $137, 514.00. I just submitted the third quarter in the amount of $70,236.00.

**CARES Act Capital (Rollout 3) –** We have received the 3rd round of Cares Act. We just got our agreements that we did receive the additional funding. We received an additional $83,724.00 in Cares Act. We have went after every opportunity to get funding to help CATS get through this very difficult fiscal year.

**DHHS Cares COVID Shots-** We applied for funding to assist with being able to provide free transportation services to the citizens of Caswell County to receive COVID shots. We have transported passengers to the county shot clinic, Prospect Hill, Chapel Hill, and Reidsville. We will continue to provide this service until either the grant is called by the state or funds run out. We have transported several to get shots.

**CPR –** We held two CPR classes in April to ensure we reached all of our staff and this was the safest way to do it because it allowed us to have small groups. All of our staff is CPR certified for two years through the American Heart Association. Our instructor was Angela Lipscomb and she did a fantastic job! If you know of anyone looking for an instructor for CPR she would be great. She also trained staff on First Aid.

**Training-** we provided ADA, Passenger Safety, Drug & Alcohol, and Emergency Evacuation. Each driver had to demonstrate how to properly secure a passenger in a wheelchair. Each driver was evaluated. Lea went over all of the safety equipment on the buses with the drivers and showed them how the emergency windows, emergency hatch and other equipment works on the bus. Lea went over with each driver how to handle a situation if in an accident or if the bus catches on fire. We have had a lot of training since our last meeting.

**County Budget-** Our budget for the county is due this week. I have my budget meeting with the county manager and finance director today at 2:00 PM.

**ROAP Funds FY 21-22**- We are hopeful that we will receive these funds this fiscal year. During the conference they did say that nothing so far has been presented that says we want get them but of course that can change. I know NCPTA has tried really hard to show legislatures that counties really depend on this funding. They said at this point to go ahead and put in our budgets.

**Current Staff-** We are still maintaining our staff. I know at the last meeting I stated that I had received a call from a former CATS driver that is interested in coming back part-time and I am glad to say that she did come back. The driver is Marion Evans and she has worked with CATS for years so she is experienced and knows how we operate. We are so glad to have her back.

**TAB Schedule for 2021-** I sent out the TAB schedule for 2021 with your TAB information.

**Medicaid Transformation-** I announced at our last meeting that the Medicaid Transformation is a done deal and will take effect on July 1, 2021. I have been in touch with the brokers and I have passed the contracts on to the county manager and the county attorney to review. The county attorney just returned one this week with revisions so I have sent it back to that broker to see if the contract can be modified with the changes. We are at the point we are trying to get contracts signed so that we can go through the required training and try to be prepared for the transition as of July 1st. The good thing is that we were told that only 15% will transition over to the brokers this fiscal year.

**Other Business-**

**Minutes respectfully submitted by Melissa Williamson**