Caswell County Area Transportation System

Transportation Advisory Board Meeting

Meeting Minutes

July 24, 2020

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

The January 24, 2020 minutes were read and approved by Sandra Hudspeth and seconded by Michelle Waddell.

**Expenditure/Revenue Report:** Still waiting for all of the revenues and expenditures to come in for FY 19-20.

**Update on CATS – COVID-19-** CATS like all other departments and businesses has taken a big hit during COVID-19. We really started to feel the effects during mid-March. April was not a good month for us at all. May and June have slightly picked up. So many agencies and doctor’s offices are either still closed or only seeing a few patients. There is still a lot of telehealth being done.

**Protective Measures for staff & passengers-** have been put in place. We have been diligently trying to put measures in place to keep everyone safe. We have had the plexiglass guard shields installed on all of our buses. We have hand sanitizer for both staff and passengers to use on the buses. We are asking everyone to wear a mask and if a passenger doesn’t have one we will provide them with a mask. Most of our passengers have been great about having their own mask. Our drivers have been provided with the face shields to wear during transports. We are taking each passengers temperature before they board and our staff is also taking their temperature. We are using Super-Q to clean each bus as soon as the route is complete. Super-Q is supposed to kill any bacteria and germs. EMS uses this on the ambulances. At this point we are able to social distance the riders due to the lower ridership. The drivers give the passenger their cell number so they will not have to enter the medical facilities. We are taking every measure and precaution that we can take to keep everyone safe.

**Training-** The staff just completed the COVID-19 training that the county provided for us. We have also completed ADA, defensive driving, First Aid, drug & alcohol, emergency evacuation, fire protection and map reading training. We have been busy doing training since our ridership has been reduced.

**FY 19-20 ROAP Application-** We finally did receive all of our ROAP funding for FY 19-20. It ended up coming in four installments.

**ROAP Allocation FY 20-21-** House Bill 77 passed the Senate and the House and it proposed $0 for FY 21 ROAP.  The General Assembly has heard from many constituents about the negative impacts this could have on public transportation in North Carolina and they are determining if action is needed to rectify the situation.  NCDOT continues to provide technical assistance and guidance to inform the discussion.  They recently provided FY 21 estimated revenue loss and operating expense information from transit systems.  What this means for Caswell is this is our ROAP funds that we receive every year that covers Elderly & Disabled Funds, Employment, and RGP funds.  Bryan Miller reached out to Rep. Graig Meyer.  Mr. Meyer said he voted against the bill, but it passed.  He was told that when they come back later this summer the public transportation funding issue will be addressed, but he didn’t like vague promises like that. The bill is headed to the Governor’s desk.

**CARES Act-** We have received some Cares monies that we applied for through a grant application. We applied for $121,593.00 under the Cares Act. This pot of money is supposed to help cover PPE and the short falls in our revenues that did not cover our operations cost. We were told last week on a call that we should be getting a second allocation of Cares Act monies that will help take the place of losing the ROAP revenues. This will be a tremendous asset to Caswell County.

**DHHS Cares-** This is going to be some additional Cares Act money that Tier 1 counties will be eligible for to provide trips for ROAP. This will be 100% federal with no local match. We had a brief conference call meeting letting us know that we would be receiving the allocation amount within the next few days. At this point not sure what the time frame will be for this agreement.

**Full Time Position-** At our last meeting we had a full time position open due to a driver retiring. I am glad to have Kristin Harris on board as a full time driver. She has been on board with us for a few months now and is doing a great job.

**Current Staff-** Our current staff is unfortunately less than it has ever been since COVID-19 arrived. I have had 6 part-time drivers to resign. Many of them are seniors and have underlining medical issues and they felt it was in their best interest to resign. We do have part-time driver positions open. At this time we are still running slower so not sure how many we will bring on board at this time. So far we haven’t received any applications. Mrs. Rainey is retiring at the end of this month.

**Random Drug/Alcohol Testing-** Even during COVID-19 we are still being required to conduct our random tests.

**Other Business-**

**Minutes respectfully submitted by Melissa Williamson**