Caswell County Area Transportation System

Transportation Advisory Board Meeting

Meeting Minutes

April 22, 2022

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

The January 28, 2022 minutes were read and approved by Michelle Waddell and seconded by Cindy Troxler.

**Expenditure/Revenue Report:** We still are staying stable with our revenues at this point. Report is self-explanatory. We received $123,129.00 in March 2022 for CARES reimbursement.

**HEPA Filtration System-** We finally received three estimates for the filtration system and NCDOT/PTD has signed off on the procurement. I have called the dealer for the HEPA system for the buses and have placed the order. There have been some delays on the order but we hope to have them installed soon. The remaining Cares funds will pay for the HEPA filtration system.

**Board Sign Annual Conflict of Interest-** It is approaching that time of the year that we need each TAB member to sign a new conflict of interest policy. I will be sending those out by email and you can either send it back electronically or by mail.

**DAMIS Report-** was due in February. This is the annual federal report that shows how many drug and alcohol tests we have performed in 2021. This includes random, pre-employment, post-accident and reasonable suspicion.

**ARP (American Rescue Plan) Grant**- wasdue to NCDOT on February 1, 2022. We will receive $190,379.00 in ARP funds. This grant period will be from March 2022 until June 30, 2023. We are still waiting for our agreement. Then we will start looking at new scheduling/billing software.

**New Medicaid Broker-** One of the Medicaid brokers that we were working with has decided they no longer want to be in the Medicaid business. They have switched hands with MTM. We are in the process of getting setup with MTM. The contract that we signed with One Call transferred with MTM. Lea and I just did a training this week on how to use the new portal. The complete transition will take effect May 1, 2022.

**County Budget-** Our county budget was due to finance on April 4, 2022. I am sure we will meet with the county manager and finance director soon to go over our budgets.

**Fire Extinguishers Inspected-** We had all of the fire extinguishers on the buses and in the building inspected in February. This is when we do our annual inspections each year. Lea Walters does the monthly inspections.

**New Part-time Driver-** We hired Turner Blackwell in February. He has been a great addition to CATS. He has been through all of his training and is running routes.

**Training-** we provided defensive driving, ADA, drug and alcohol, passenger assistance and emergency evacuation training this quarter.

**Medicaid Transformation-** We are still navigating through this transition. As I mentioned earlier we will be working with a new broker starting May 1, 2022. We are still under the impression that more participants will move over to the brokers on July 1st. I know at our last meeting Michelle Waddell said that DSS may have less participants rolling over to the brokers.

**Other Business-**

**Minutes respectfully submitted by Melissa Williamson**