Caswell County Area Transportation System

Transportation Advisory Board Meeting

Meeting Minutes

January 22, 2021

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

The October 23, 2020 minutes were read and approved by Sandra Hudspeth and seconded by Edna Brown.

**Expenditure/Revenue Report:** Finally received agreements from the state so I have started to do reimbursements. I have did reimbursements from July-September. I am working on October- December now. I am having a difficult time gathering the information needed to do the reimbursements for this quarter. So far I haven’t been able to get a copy of our expenditure and revenues report that remotely looks like our old reports that we got from finance. The reports that are generated in Munis are very difficult to follow. I have reached out to Gwen to see if we can get a report that is easier to understand like the reports we use to get. The first quarter reimbursement I did was with the previous accounting system. Hopefully I will be able to get a report that is easier to follow.

**Update on CATS – COVID-19-** We are still seeing an increase in ridership since our last meeting. Things are starting to pick back up.

**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.

**CARES Act Reimbursement-** We have received reimbursement for our first quarter in the amount of $65,137.00. I am working on the second quarter now.

**CARES Act Capital (Rollout 3) –** We have an opportunity to apply for a 3rd round of Cares Act and this time can be for capital items. We are not guaranteed we will receive these funds but we are certainly going to apply for them. We have a very short turnaround time to apply for these funds. This application is due today, January 22nd. We are going to request to purchase air filtration system for each bus and minivan. They have some that will purify the air on the bus and make it safer for passengers and drivers. We also are going to request some new equipment that we desperately need to go on the tower for our two way radios.

**DHHS Cares-** I know at our last meeting I stated that we would be getting 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. I have completed the reimbursements from July-December. We requested $38,475.47 in reimbursement.

**FY 22 Grant Applications –** We held our Public Hearing meeting at the Commissioners meeting on November 2, 2020. The Administrative, Capital and 5310 E&D grant applications were due on December 1, 2020.

**Ordered Bus-** We finally received our FY 21 Capital agreement last week. I have placed the order for our new bus. Hopefully the bus will get her before June 30th. We ordered the bus with the rear driver protective shield and we will be able to remove the side driver shield from the bus that this one will be replacing in the fleet.

**Training-** was provided on Bloodborne Pathogens, Customer Service and Winter Weather Driving. .

**Current Staff-** is still the same as our last meeting. This is a good thing. We did go through all of the procedures to hire a new part-time driver and he was going to sign up after Christmas and he called and told me he had been exposed to COVID and was in quarantine for 14 days. I checked on him again and he informed he did contract the virus and is having a difficult time getting over it. I am not sure how this will end up. I did receive a call from a former CATS driver this week that is interested in part-time. I am hoping this will work out.

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

**Medicaid Transformation-** the Medicaid Transformation passed and is supposed to take effect on July 1, 2021. I have been in touch with the brokers from One Call and Modivcare. I am waiting for some replies back from them to some questions that I have and then I will pass the contracts onto the county manager. This definitely seems to be happening.

**Other Business-**

**Minutes respectfully submitted by Melissa Williamson**