

**Caswell County Area Transportation System
Transportation Advisory Board Meeting
Meeting Minutes
July 22, 2022**

Present were Cindy Troxler, Michelle Waddell, Jeannine Everidge, Sandra Hudspeth, Brenda Day, Edna Brown, Steve Oestrelcher, Melissa Williamson.

The April 22, 2022 minutes were read and approved by Sandra Hudspeth and seconded by Michelle Waddell.

Expenditure/Revenue Report: We will be in the black for FY 21-22. Report is self-explanatory. We have submitted our last claim for FY 21-22 for administrative expenses.

HEPA Filtration System- The company said they have everything that they need but one part and as soon as it comes in they will be out to install the systems on the buses. Parts are really difficult to get right now.

ARP (American Rescue Plan) Grant- We received our agreement for ARP last week and now we are waiting for NCDOT/PTD to sign off on it. We will receive \$190,379.00 in ARP funds. This grant period will be from March 2022 until June 30, 2023.

FY 23 Grant Agreements- We received the grant agreements for 5311, 5310 and capital for FY 23. We are waiting on NCDOT/PTD for final signatures. We will receive \$20,000.00 in 5310 E&D funds for FY 23. We were allocated \$125,959.00 for 5311. We will receive \$39,379.00 for capital. The capital will replace the cameras on the buses and new equipment to go on the tower for our radios. I am concerned that the price for the cameras and the radio equipment is going to cost more now and the grant may not completely cover the cost. When I did the estimates and the grant a year ago things were not as inflated in cost.

PASS Training- We now have two staff members that are certified to teach the PASS course to the drivers. This is about a three to four day training and the participant is required to pass a test at the end of the training. PASS training stands for Passenger Assistant Safety and Sensitivity training. PASS includes 7 modules and includes comprehensive training on the assistance that drivers should be providing to passengers with special needs.

Training- Since our last meeting we have had training on reasonable suspicion for supervisors, Map Reading Skills, first aid, car seat, accident/incident reporting, and HIPAA.

Quarterly Random Drug/Alcohol Testing- We have met our required random drug and alcohol testing for this quarter and sent in the new list for the next quarter.

Two New Buses- we have received our two replacement buses. They both arrived in June. We have had both buses lettered and camera equipment transferred over from the old buses. They are both in service.

FY 22 Final Capital Reimbursement- I have submitted our last capital reimbursement for FY 22. The final reimbursements are due no later than July 30, 2022. The final reimbursement which included one of the two new buses and lettering of both buses in the amount of \$104,250.00.

FY 22 Final 5311 Reimbursement- I have submitted our last admin reimbursement for FY 22. The final reimbursements are due no later than July 30, 2022. The final reimbursement was for \$36,737.00.

FY 22 Final 5310 Reimbursement- I have submitted our last 5310 reimbursement for FY 22. The final reimbursements are due no later than July 30, 2022. The final reimbursement was for \$2,241.00. We did expend all of the 5310 funds.

FY 24 Grant Applications- I am in the process of working on the FY 24 grants. This year NCDOT/PTD is doing things a little different. There is a new program and process for applying for grants. We had to complete the initial pre-application process before we can start applying for the grants. We have completed this process and are moving on to the next phase of the grant process. We will be requesting \$132,257.00 in 5311 Admin and \$20,000.00 for 5310 E&D. We will have to hold two public hearings this time because the new prices/procurement for the buses will not be available until after the deadline for the other grant applications. We anticipate that we will have one bus that will meet the replacement criteria. The grants are due to NCDOT/PTD no later than October 7, 2022. I anticipate we will have our public hearing the first meeting in September.

ModivCare Contract Amended- Lea and I had a zoom meeting with ModivCare to negotiate new rates for the new fiscal year. We negotiated a 10% increase across the board to help cover the cost of fuel and inflation on maintenance cost.

Medicaid Transformation- The second transition into the Medicaid transformation was supposed to take place July 1, 2022. So far we haven't seen a significant change. I don't know if the transition is just moving slow or if things have changed. Michelle said that the second transition had moved to January 2023. She said she still is not sure if all will transfer at this time.

Other Business-

Minutes respectfully submitted by Melissa Williamson 