

**Transportation Task Force
Meeting Minutes
August 26, 2020**

Present: Nancy Bishop, Marcia Bohannon, Clint Brugger, Madeline DeMarco, Paula Holtz, Chris Miller, Frank Nagle, Tracy Oberleiter, Chris Rising, Tim Robinson, Corrine Sanders, Misty Shulters, Matt Swartzlander, Don Taylor, Janelle Thomas, Jim Van Doren, Randy Yagiela, Amy Young

Meeting called to order at 10:00am.

Motion to approve 07/22/2020 Meeting minutes with given changes was made by Chris Miller, Clint Brugger offered second and approved by all.

Motion to approve 08/26/2020 Meeting agenda was given by Tracy Oberleiter, Marcia Bohannon offered second and approved by all.

Navigator update:

Janelle completed first draft of a comprehensive guide for the mobility manager to utilize when the transition occurs. Nancy to look it over.

Grants/Opportunities

- 5310 Freedom Fund grant update:
 - Signed contract between MDOT and CAA has occurred
 - Discussed Mobility Manager posting and job needs, such as technology, location, etc. CAA will be able to get mobility manager started with a laptop computer, hotspot and phone, DHHS will have desktop technology and a phone available as this is the “housing” location for the mobility manager.
 - Reviewed the job description – question was raised on how the pay was decided, which was answered by Misty: labor market information was compared and given there are no health benefits, the team thought we should offer a slightly higher wage to entice skilled candidates. A motion to approve with recommended changes (adding two weeks PTO) to the job description was made by Chris Miller, second was given by Marcia Bohannon and approved by all.
 - A recommendation to develop a sub-committee of the task force that focuses on the mobility manager transition and provides guidance for the position was made. Volunteers are to email Misty with their interest.
- Rising Tide update: No discussion had

- Connecting Lenawee Plan (non-motorized): No discussion had

Covid-19 Impact and Transportation:

- CAA still has CSBG funds for many needs – refer to CAA office line for assistance. These funds may also help youth who are struggling to pay for road test costs.
- Marcia shared that Lenawee Transportation operates between 8:30-3:00pm and are flexible, no longer only serving those with an essential need, riders must wear a mask.
- Clint and Nancy both have an abundance of masks – let them know if you need them.

Other updates/needs:

A community member reached out to Misty with a question for the group around transportation to the hospital. It was shared that Lenawee Transportation will provide on-demand service during their operating hours and will be able to transport riders to the new hospital.

DHHS: Medicaid transportation, 3-5 runs/week, low on volunteers and has been having to go outside the county to get someone to help with rides

Additional discussion was had on the following points;

Does anyone track unmet needs for transportation?

- Marcia responded that Lenawee Transportation/Dial-a-ride both track origin and destination, but no tracking for purpose of ride
- No one currently uses dial-a-ride/Lenawee Transportation for employment needs

Should we reach out to business community to see what their needs are for transportation?

- Many agreed this would be valuable information
- Marcia shared that she has provided information to employers on the MichiVan service, but not sure if they took advantage of it.
- Suggestion was made to add Tecumseh/Morenci representatives to the meeting.

Next meeting will be on September 23rd and will be virtual. Misty to send details closer to the meeting time.

Meeting concluded at 10:55am.