

**Meeting Minutes**  
**LEE COUNTY TRANSPORTATION ADVISORY BOARD**  
**Thursday, October 20, 2011**  
**9:30 a.m. at the Enrichment Center, Classroom A**

**Present: Josephus Thompson, Jan Hayes, Walter Antonell, Syvella Robinson, Lois Flemming, Ginny Connolly-Manhardt, Chad Gunter, Rockie Dillon, Lesa Price, Billy Henderson, Melanie Rodgers, Kevin Pearson, Debbie Davidson, Sidney Morgan, Bob McCarthy**

Bob McCarthy called the meeting to order and welcomed everyone. Bob McCarthy asked for a motion to approve the minutes from the July 28, 2011 meeting. Ginny Connolly-Manhardt asked about the discussion of when picking up a family to charge for the parent and not the accompanying children/caregiver. Debbie Davidson confirmed that when picking up a family the fare will be reduced so that the passenger pays and not the accompanying caregiver/children. The Board agreed to approve the minutes as amended.

Sidney Morgan provided a COLTS quarterly update: 6100 service hours, 126,629 service miles, 115,383 revenue miles and 16,687 trips were provided. Lois Flemming asked where we purchase our gasoline. Sid advised at our General Services Department through State Contract. Bob McCarthy asked if there has been an increase in passengers since the last meeting. Sid advised yes, especially employment. Billy Henderson said that Dept. of Social Services receives a lot of requests for public transportation assistance in which DSS does not have the funds to pay. Billy asked if COLTS can assist. Sid said to refer requests to the COLTS office and they will evaluate the request and advise of Dash and voucher options.

Chad Gunter, COLTS passenger, asked what is the minimum window for passenger pickup. Sidney Morgan advised there is a 45 minute window prior to the pickup time. Chad advised he was late for work due to his driver having another pick up for a doctor's appointment. Chad asked if rides are sorted so that employment riders arrive on time for work. Sid advised yes, and to always report any discrepancies so that routes can be evaluated.

Debbie Davidson advised that the FY2012 ROAP (Rural Operating Assistance Program) allocation is \$37,000 less than FY 2011. The contracts for the FY 2012 CTP – Community Transportation Program Grant for Administrative & Capital funds have not been received from NCDOT/PTD. COLTS cannot request reimbursement of expenses until the signed contracts are received. Debbie advised that there's \$1.4 million in public transportation grants available in NC. Lois Flemming confirmed that Flemming Transportation will apply for JARC and New Freedom grants. Debbie advised that Asset Works, a computer program designed to keep vehicle and other maintenance records. NCDOT requires COLTS to use this program. There is no charge for the software; however, there is a \$2500 annual monitoring fee beginning with FY 2014.

Debbie Davidson spoke with Tamra Shaw of NCDOT/PTD by phone on October 19 and she had no further updates from NCDOT/PTD.

Debbie Davidson advised that the fare increase request will be on the January 2012 Board of County Commissioners agenda for their approval. She asked the TAB what should the age stipulation be for additional children with the passenger? After discussion, the TAB agreed no charge for children age 12 and under.

Debbie Davidson reviewed the annual goals in the Lee County Community Transportation Service Plan, section 5. The plan is available on the NCDOT/PTD web site. A focus group/round table discussion as suggested in the plan will be held in April with the Board.

Bob McCarthy opened the floor for any old/new business. Billy Henderson asked if COLTS is going to Moore County? Debbie Davidson advised to provide a list of passengers requesting the ride and she and Sid Morgan will review. Sidney Morgan advised anyone desiring advertising on the COLTS vehicles to please contact him.

Bob McCarthy advised that the next meeting date will be Thursday, January 19, 2012.

With no further business, the Board agreed to adjourn.

Respectfully submitted by Melanie Rodgers on behalf of Debbie Davidson, Secretary,

Debbie Davidson  
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Fenton Wells, Chairman Fenton Wells  
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