

**Meeting Minutes**  
**LEE COUNTY TRANSPORTATION ADVISORY BOARD**  
**Thursday, July 28, 2011**  
**9:30 a.m. at the Enrichment Center, Classroom A**

**Present:** **Debbie Davidson, Ginny Connolly-Manhardt, Josephus Thompson, Fenton Wells, Melanie Rodgers, Bob Bridwell, Bob McCarthy, Evangeline Smith, Kevin Pearson, Rocky Dillon, Billy Henderson, Tammy Berg, Syvella Robinson, Walter Antonell, Lois Fleming, Sid Morgan**

Fenton Wells called the meeting to order and welcomed everyone. Introductions were made. Bob McCarthy made a motion to approve the minutes from the March 3, 2011 meeting, seconded by Bob Bridwell, all were in favor.

Sid Morgan advised that the FY 2011 OPSTATS (Operating & Financial Statistics Report) is in process. GPS systems are on all of the COLTS vehicles. GPS enables dispatch and drivers to communicate more effectively regarding location and time. The system provides additional safety and accountability.

Debbie Davidson advised that the FY2012 Community Transportation Program Grant for Administrative & Capital funds has not been fully approved by NCDOT/PTD and US Department of Transp. The FY 2012 ROAP (Rural Operating Assistance Program) allocation was received and is \$37,000 less than FY 2011. ROAP funds are EDTAP (Elderly & Disabled Transportation Assistance Program), RGP (Rural General Public) and Employment and are allocated to counties by NCDOT/PTD. ROAP is a state grant passed through the NC Department of Transportation, Public Transportation Division. Debbie advised that she, Transportation Coordinator Sid Morgan, County Manager John Crumpton and Finance Director/Asst. County Manager Lisa Minter, are discussing how to keep service at the FY 2011 levels considering this reduction. Central Carolina Community College is assisting Center for Independent Living with transportation costs due to allocations and programs for this population. This will offset the loss of revenue in the EDTAP program. Maintaining service levels is a high priority. COLTS largest increase in requests has been for wheel chair dialysis transportation.

Debbie Davidson reported that there were 69,000 trips in FY 2011. Fuel cost on average was \$14,000 per month. The safety, maintenance and drug testing requirements set forth by NCDOT/PTD and FTA - Federal Transportation Administration has brought a substantial increase in expenses. When considering all types of trips (in town and out of town) the average cost for FY 2011 was \$9.00 per trip. Currently fares are \$2 in the city limits and \$4 in the county, each way. COLTS has had no increase in fare rates in the past ten years. Considering the loss of revenue in the ROAP General Public Funding, increase in expenses and requirements, Debbie is asking the Board to discuss and approve if they so desire an increase in fare rates as of October 1, 2011 to \$4 each way whether residing in the city or county. Also, the County Manager has requested an increase up to \$1.00 per trip in contract rates. These rates have remained the same for the past 3 years. After discussion of the increases, Bob Bridwell made a motion to accept the increase of \$4 each way for fares and the increase in contract rates, seconded by Josephus Thompson, all were in favor with the exception of Evangeline Smith who abstained preferring not to vote without approval of her supervisor. Debbie advised that she will take the approved

increase to the County Manager and Board of County Commissioners for their approvals. Fenton Wells advised to pass cost saving ideas to Debbie.

Debbie Davidson advised that Asset Works, maintenance software created by ITRE - Institute for Transportation Research & Education at NC State will be installed November, 2011 onto the COLTS computers. Staff training will be held November 7 through 10. The software tracks maintenance and lift requirements set forth by NCDOT/PTD and FTA – Federal Transportation Administration. Currently COLTS staff are manually keying the data onto spreadsheets and maintaining paper files. The Asset Works software installation is required by NCDOT/PTD.

Sid Morgan advised that the new phone system is a benefit. Three phones are in the COLTS office and those three staff members are each able to take a customer call at the same time on the COLTS telephone line.

Fenton Wells reported that securing advertising on the COLTS vans by local businesses and agencies is slow. This is probably due to April's tornado recovery.

Debbie Davidson reviewed items in the 5-year Community Transportation Services Plan. One item is relocation of the COLTS offices so that vehicles and offices are on the same property. Refer any available locations to Debbie. There are 18 vehicles in the COLTS fleet: 9 lift-equipped, 1 conventional and 7 high top vans. Evangeline Smith from CCCC asked Debbie for an update on expansion for evening hours? Debbie advised expansion (which is in the 5-year plan) is on hold due to funding reductions and to call Fleming Transportation for evening transportation.

Fenton Wells opened the floor for any old/new business.

Ginny Connolly-Manhardt stated that they have jobs at LCI – Lee County Industries starting at 7 a.m. and need transportation. If COLTS is unable to schedule the rides due to routing, the requests may be referred to Fleming Transportation. Melanie Rodgers reviewed and distributed flyers about the Wednesday, August 31, 2011 Boomer, Senior & Caregiver Expo that is open to all adults. The Expo will be held at the Civic Center 10 a.m. – 2:30 p.m. Josephus Thompson announced that the ESC – Employment Security Commission will be moved under the Department of Commerce.

Fenton Wells reminded everyone of the next meeting date, Thursday, October 20, 2011 at 9:30 a.m. at The Enrichment Center.

With no further business, the Board agreed to adjourn.

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

*Melanie Rodgers*

Fenton Wells, Chairman

*Fenton Wells*