

Appendix A

Regional Program of Projects

Appendix A Region 6 Program of Projects

Regional Program of Projects (RPOP): Region 6

Fiscal Year: 2010

Date: August 13, 2009

Coordinator name: Jennifer Sicks

Agency name: McLean County RPC

Agency Name	County	Grant Status	CVP/5310	Project Total	Service Area or Trip Destination	Brief description of the project or service/Additional notes
Futures Unlimited, Inc.	Livingston	Applied	X	\$218,000	Livingston County	Vehicle Replacement
Good Shepherd Manor, Inc.	Kankakee	Applied	X	\$36,000	Kankakee County	Expansion/Replacement
Veterans' Assistance Commission	Grundy	Applied	X	\$52,000	Grundy County	Replacement*
Mosaic	Livingston	Applied	X	\$36,000	Livingston County	Expansion
				\$342,000		

*Replacement of non-Federally funded vehicles; please see Region 6 Joint Committees letter regarding this applicant, included with application.

Regional Program of Projects (RPOP): Region 6

Fiscal Year: 2010

Date: March 22, 2010

Coordinator name: Jennifer Sicks

Agency name: McLean County RPC

Agenda Item #	Agency Name	County Sponsoring Application	Grant Status	Program	Project Total	Service Area or Trip Destination	Project or Service/Additional notes
7a-i	SHOW BUS	McLean	Applied	NF	\$120,000	DeWitt (Reg. 8), Ford, Iroquois, Livingston & McLean counties	Operating cost for transit training and rider assistance program, utilizing service vouchers
7a-ii	SHOW BUS	McLean	Applied	NF	\$260,564	DeWitt (Reg. 8), Ford, Iroquois, Livingston & McLean counties	Modified vehicle accessible to riders not able to use conventional accessible transit vehicles, and program operating costs; also funded through DOAP
7a-iii	SHOW BUS	McLean	Applied	NF	\$99,109	Iroquois and Kankakee counties	Expansion of service between Iroquois County and urbanized area of Kankakee County; also funded through DOAP
7a-iv	Morris Hospital	Grundy	Applied	NF	\$246,801	Grundy County, portions of LaSalle, Livingston, Kendall & Will counties	Expansion and support of Patient Transportation Service Program for riders seeking transportation for healthcare
7a-v	Veterans' Assistance Commission	Grundy	Applied	NF	\$88,000	Grundy County	Vehicle Replacement for service continuity; Toll Revenue Credit match requested (Replacement of non-Federally funded vehicles; please see Region 6 Joint Committees letter regarding this applicant - see also Region 6 plan, pp. 25-26)
7b-i	SHOW BUS	Kankakee	Applied	JARC	\$222,570	Kankakee County	Early deviated fixed route service between Momence and Kankakee; service to non-urbanized portions of Kankakee County; Toll Revenue Credit match requested
7b-ii	SHOW BUS	McLean	Applied	JARC	\$256,118	Ford, Livingston and McLean Counties	Employment access route serving Chenoa, Fairbury, Forrest, Chatsworth and Piper City via U.S. Route 24; Toll Revenue Credit match requested

Total Program of Projects Cost: \$1,293,162

Appendix B

Proceedings of the Region 6
Policy and Technical Committees

Proceedings of the Region 6
Policy and Technical Committees
2009

HUMAN SERVICES TRANSPORTATION REGION 6
Joint Policy and Technical Committees

Monday, February 23, 2009
10:00 a.m.

Life Center for Independent Living
741 West Washington Street
Pontiac, Illinois 61764

Agenda

1. Call to Order
2. Attendance
3. Approval of Agenda
4. Approval of Minutes of the Previous Meeting
5. Old Business
 - a. *Plan Revision*
6. New Business
 - a. *County Transportation Committee Updates*
 - i. *Ford*
 - ii. *Grundy*
 - iii. *Iroquois*
 - iv. *Kankakee*
 - v. *Livingston*
 - vi. *McLean*
 - b. *Committee Restructuring – Mr. David Spacek, IDOT DPIT*
7. Public Participation/Announcements
8. Next Meeting – March 2009
9. Adjourn

February 23, 2009

The meeting was held at the Pontiac offices of the Life Center for Independent Living.

ATTENDEES Present Not Present

Policy Members:

<input checked="" type="checkbox"/> Bette Rackauskas*	McLean County	<input checked="" type="checkbox"/> Richard Joyce	Grundy County
<input checked="" type="checkbox"/> Robert Scholl†	Kankakee County	<input type="checkbox"/> Joel Moore	Iroquois County
<input checked="" type="checkbox"/> Randy Berger	Ford County	<input checked="" type="checkbox"/> George Knudsen	Livingston County

Technical Members:

<input checked="" type="checkbox"/> Laura Dick* <i>SHOWBUS</i>	<input type="checkbox"/> Laura Zieger <i>Will/Grundy CIL</i>
<input type="checkbox"/> Dorcilla Schoolman <i>Options-CIL</i>	<input checked="" type="checkbox"/> Juliene Longworth <i>DHS-Rehab Services</i>
<input checked="" type="checkbox"/> Dana Craig <i>Livingston LIFE-CIL</i>	<input checked="" type="checkbox"/> Brian Blossom <i>Futures Unlimited</i>
<input type="checkbox"/> Daniel Duffy <i>Grundy County Transportation</i>	<input type="checkbox"/> Elisabeth Dunbar <i>GIL/K Workforce Board</i>
<input type="checkbox"/> Debbie Scariano <i>NIAAA</i>	<input type="checkbox"/> Cathy Grafton <i>Community Action</i>
<input checked="" type="checkbox"/> Sara Wilham <i>ECIAAA</i>	<input checked="" type="checkbox"/> Amy Wiley <i>Provena St. Mary's</i>

*Committee Chairpersons †Committee Vice-Chair

Technical Advisors:

<input checked="" type="checkbox"/> Mike Lammey	<input checked="" type="checkbox"/> Jennifer Sicks
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Also Present:

Kelly Barnes	Debbie Isenberg
Mike Butler	Patrick McCarthy
Laura Calderon	David Spacek
Jim Greenstreet	

PROCEEDINGS

1. CALL TO ORDER

Ms. Rackauskas called the meeting to order at 10:05 a.m.

2. ATTENDANCE

Ms. Sicks advised that a quorum of the Policy Committee was present. A Technical Committee quorum was present as of 10:30 a.m.

3. APPROVAL OF AGENDA

Ms. Rackauskas solicited approval of the agenda, which was approved.

4. APPROVAL OF MINUTES

Ms. Rackauskas noted that there would be no action on the minutes of the October 2007 meeting of the Committees, as the notes regarding the meeting have not been provided by Champaign County.

5. OLD BUSINESS

Ms. Rackauskas noted the presence of David Spacek and Laura Calderon, both of the Illinois Department of Transportation Department of Public and Intermodal Transportation, and thanked them for their attendance.

The Committees engaged in an extended discussion regarding the status of the current Region 6 plan, IDOT's views on the plan and on the developing role of the County committees in the Region 6 HST planning process, and on future staffing for the Region 6 committees.

Ms. Rackauskas noted that IDOT has advised that the Champaign County Regional Planning Commission (CCRPC) has elected not to continue coordinating activities for the Region 6 committees. Mr. Spacek noted that CCRPC had been offered three options, one of which was the early termination of their contract with respect to Region 6. The Committee and the IDOT representatives discussed means by which the progress of the Region 6 planning program can be continued in light of the decision by CCRPC. It was further noted that no support to the Region 6 committees has been provided since the Committee meeting held in October 2008.

The Committees discussed the subjects raised by Ms. Nicole George during the October 2008 meeting with respect to the status of the Region 6 plan, and of the Committees' efforts to date. Mr. Spacek and Ms. Calderon advised that the Illinois Department of Transportation had not created a ranking of the regions across the state, and that the suggestion that Region 6 was viewed as behind other regions in the state in its plan or implementation. She further advised that IDOT's consultants for the process, represented by Mr. John Edmondson, had reviewed the rural plans. Both the consultants' review and the views of the State Oversight Committee were favorable towards the plan, finding that it had positive features. Ms. Rackauskas requested that the Committees be provided with a copy of the plan evaluation, and noted that she is careful to review all the materials made available to her.

Mr. Spacek discussed the understanding by IDOT that the Region 6 HSTP is not a static document, but an evolving reflection of the continuing coordination process being carried out by the Committees and the counties. He further noted that IDOT began the rural HSTP process with the realization that each region would over time develop its own approach to coordination, and that regional plans would reflect these variations. The IDOT representatives and the Committees discussed the ongoing implementation of the Region 6 initiative to use county-based committees to provide data and other input on coordination to the regional committees. Committee members noted that the transition to the use of the county committees, both those already in place and others now adding transportation to their agendas. Committee members noted that the emergence of the county committees as key elements in the regional process grew out of concern that smaller agencies with limited funding and staff

Region 6 Human Services Transportation Policy Committee
Minutes of the Joint Meeting of the Policy and Technical Committees
February 23, 2009

would find it prohibitively difficult to attend regional committee meetings on a routine basis. This is an area of concern, as the initial criteria for demonstrating participation in the HSTP process included agency presence at regional committee meetings. Ms. Dick noted that the diversity among the counties comprising the region was a strong argument in favor of the county committee approach, as it made the process more responsive to the specific concerns and priorities in each locale. Ms. Dick further noted that the existing county transportation committees, including those in Kankakee, Livingston and McLean counties, have produced considerable levels of coordination and cooperative use of resources. Ms. Craig noted that the county committees were created precisely to leverage the local resources in a sustained process that could make the benefits more generally accessible. Ms. Rackauskas noted that the current Region 6 Committees, along with the participants in the county committees, represent an extensive and enthusiastic group of very experienced persons interested in pursuing the goals of the HSTP process.

Mr. Knudsen and Ms. Dick noted the importance of formulating and formalizing lines of communication between the Region 6 and county committees and the County Boards. Ms. Rackauskas further noted that a communications structure connecting all the levels and participants in the process should be created and implemented.

The Committee discussed the need to have access to the budget for Region 6, to assess program priorities. Ms. Calderon noted that the Region 6 materials archived by CCRPC would be retrieved and made available to the technical advisors and the Committees. The Committees also discussed the need for ongoing and full communication with IDOT regarding HSTP program goals, requirements and deadlines. It was noted that Committees and technical advisors had been unaware of deadlines for plan revisions and other submittals.

Several proposals for interim staffing of the Region 6 Committees were discussed. These include a cooperative effort by the technical advisors, with additional funding support provided by SHOWBUS. Mr. Spacek and Ms. Calderon also noted that the consultant Mr. Edmondson could provide staff support on an interim basis until a permanent coordinator could be put in place. Mr. Spacek noted that IDOT would need to enter into a contract with a qualified agency to provide a framework within which funding could continue. It was suggested that the McLean County Regional Planning Commission might be the appropriate agency to provide coordination services through the conclusion of the HSTP rural project in April 2010. Ms. Sicks indicated that she would raise the matter with her director, and further discuss the details with IDOT. For the next meeting, Mr. Lammey and Ms. Sicks will continue to provide staff support for the Committees. Additional assistance may be provided by Mr. Edmondson, particularly in connection with expanding training opportunities for staff and others.

Mr. Knudsen moved that the Technical Advisors continue to provide coordination staffing for the Committees until a permanent staffing arrangement is reached, and was seconded by Mr. Scholl. The motion was carried.

Mr. Spacek noted that the role of the regional coordinators it expected to evolve as the process for regional plan revision becomes more structured; he noted that the coordinators

are likely to be more directly involved in monitoring mobility management through ongoing contact with providers and other agencies.

Mr. Spacek suggested that the next steps should include a decision on a permanent arrangement for staff coordination for the Committees, including a resolution of any outstanding issues regarding funding. To pursue these steps, the Committees formed a working group consisting of the Policy and Technical Committee chairpersons, the technical advisors and such representatives as IDOT shall designate to formulate a proposal for the future management of the Region 6 HSTP process. Mr. Spacek noted that the next round of 5310 grants will begin shortly, further emphasizing the need to reach agreement on a coordination structure. In response to an inquiry from Mr. Scholl regarding the budget implications of this transition, Mr. Spacek advised that such matters would be resolved through a transfer of funds from CCRPC to whatever organization is found to act on behalf of Region 6.

6. NEW BUSINESS

- a. Updates on the activities of the county committees were offered as follow:
 - i. Ford County: Ms. Wilham met at CRCC in Paxton with a local group on August 28, 2008. Ms. Dick, and Mr. Berger also attended. Not much has been done due to the need for clarification regarding the requirement of the Open Meetings Act.
 - ii. Grundy County: Mr. Joyce reported that the February meeting was cancelled due to illness. The group is working with Western Illinois University on compiling survey data, and with the Grundy Foundation. There is considerable participation overall, and the Committee will meet again in March.
 - iii. Iroquois County: Ms. Wilham and Ms. Dick have been considering combining Ford and Iroquois Counties for the purpose of transportation meetings. Details will still need to be worked out. Ms. Dick is confident that appropriate representation can be implemented for both counties.
 - iv. Kankakee County: Ms. Wiley reported that the Committee met at the end of January. The group is looking for ways to coordinate services for transporting Veterans to get them to the Hines Veterans' Administration hospital. Liability for transportation providers is a problem, and one which is complicated by federal and state jurisdictional issues. The hospital is federal, and the transportation system is under state jurisdiction. Committee members noted that these jurisdictional issues arise with respect to other VA facilities as well, and noted the importance of providing proper services to veterans. Issues have been raised between Kankakee and Will counties. SHOWBUS has expanded service to Momence.
 - v. Livingston County: Ms. Craig reported that in the meeting of December 10, 2008, issues in the county were identified and discussed. At the meeting of February 11, 2009, the Committee worked on an action plan to approach transportation issues between

Region 6 Human Services Transportation Policy Committee

Minutes of the Joint Meeting of the Policy and Technical Committees

February 23, 2009

Woodford and Livingston counties. It was noted that Telecare can cross county lines. Ms. Craig noted that the Committee has identified special needs problems with Medicare/Medicaid, specifically with respect to finding agency contacts. With respect to the Open Meetings Act, Ms. Craig noted that all meetings need to be posted 48 hours in advance of meeting at the meeting place. In addition, if an adjournment time is posted, then it must be followed.

- vi. McLean County: Ms. Sicks advised that the Committee met in January and February of 2009; the December meeting was cancelled due to insufficient time to satisfy certain Open Meetings Act requirements. The Committee continues to consider revisions to the urban plan, and discussed potential JARC and New Freedom applications. The RPC has received an application from the Bloomington – Normal Public Transit System, which seeks funding for scheduling software and related hardware to be used in implementing service improvements.

Ms. Dick and other Committee members discussed management of issues presented by clients who provide specific challenges to providers, including needs which exceed ADA standards. The Committees discussed approaches to situations in which load limits for emergency and transit vehicles are exceeded, noting that emergency and first response agencies may have arrived at solution that could be helpful to transit providers as well. There may also be resources available through the Department of Homeland Security. Ms. Rackauskas emphasized the importance of governmental and social service agencies acting as advocates for people confronted by social, economic, medical, educational and other disadvantages.

7. PUBLIC PARTICIPATION/ANNOUNCEMENTS

No additional matters were raised.

8. NEXT MEETING

There will be a JOINT MEETING of the Policy and Technical Committees on March 23, 2009, to be held beginning at 10:00 a.m. at the Pontiac offices of LIFE-CIL.

9. ADJOURN

Mr. Knudsen moved to adjourn, and was seconded by Mr. Scholl. The meeting was adjourned at 12:05 p.m. Upon a motion by Mr. Joyce and a second by Ms. Dick, the meeting was reopened to discuss payment of the interpreters, whose duplicate bookings had not been cancelled. Ms. Dick indicated that SHOWBUS will handle payment, and that arrangements will be made for future payments. It was moved and seconded that the meeting be re-adjourned, which motion carried. Final adjournment was at 12:06 p.m.

Randy Berger, Secretary, Policy Committee

Jennifer Sicks, Technical Advisor to the Policy Committee

HUMAN SERVICES TRANSPORTATION REGION 6
Joint Policy and Technical Committees

Monday, March 23, 2009
10:00 a.m.

Life Center for Independent Living
741 West Washington Street
Pontiac, Illinois 61764

Agenda

1. Call to Order
2. Attendance
3. Approval of Agenda
4. Approval of Minutes of the Previous Meeting
5. Old Business
 - a. *Plan Revision*
6. New Business
 - a. *County Transportation Committee Updates*
 - i. *Ford*
 - ii. *Grundy*
 - iii. *Iroquois*
 - iv. *Kankakee*
 - v. *Livingston*
 - vi. *McLean*
7. Public Participation/Announcements
8. Next Meeting – April 2009
9. Adjourn

HUMAN SERVICES TRANSPORTATION REGION 6
Joint Policy and Technical Committees

Monday, April 27, 2009
10:00 a.m.

Life Center for Independent Living
741 West Washington Street
Pontiac, Illinois 61764

Agenda

1. Call to Order
2. Attendance
3. Approval of Agenda
4. Approval of Minutes of the Previous Meeting
5. Old Business
 - a. *Discussion - Intra-region Committee Structure and Communications*
6. New Business
 - a. *County Transportation Committee Updates*
 - i. *Ford*
 - ii. *Grundy*
 - iii. *Iroquois*
 - iv. *Kankakee*
 - v. *Livingston*
 - vi. *McLean*
7. Public Participation/Announcements
8. Next Meeting – May 2009
9. Adjourn

HUMAN SERVICES TRANSPORTATION REGION 6
Joint Policy and Technical Committees

Monday, May 18, 2009
10:00 a.m.

Life Center for Independent Living
741 West Washington Street
Pontiac, Illinois 61764

Agenda

1. Call to Order
2. Attendance
3. Approval of Agenda
4. Approval of Minutes of the Previous Meeting
5. Old Business
 - a. *Discussion – Plan Goals, Objectives and Strategies*
6. New Business
 - a. *County Transportation Committee Updates*
 - i. *Ford*
 - ii. *Grundy*
 - iii. *Iroquois*
 - iv. *Kankakee*
 - v. *Livingston*
 - vi. *McLean*
7. Public Participation/Announcements
8. Next Meeting – June 29, 2009
9. Adjourn

The meeting was held at the Pontiac offices of the Life Center for Independent Living.

ATTENDEES Present Not Present

Policy Members:

- | | |
|--|---|
| <input type="checkbox"/> Bette Rackauskas* McLean County | <input checked="" type="checkbox"/> Richard Joyce Grundy County |
| <input checked="" type="checkbox"/> Robert Scholl† Kankakee County | <input type="checkbox"/> Joel Moore Iroquois County |
| <input type="checkbox"/> Randy Berger Ford County | <input type="checkbox"/> George Knudsen Livingston County |

Technical Members:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Laura Dick* <i>SHOWBUS</i> | <input type="checkbox"/> Laura Zieger <i>Will/Grundy CIL</i> |
| <input type="checkbox"/> Dorcilla Schoolman <i>Options-CIL</i> | <input type="checkbox"/> Juliene Longworth <i>DHS-Rehab Services</i> |
| <input checked="" type="checkbox"/> Dana Craig <i>Livingston LIFE-CIL</i> | <input checked="" type="checkbox"/> Brian Blossom <i>(Adeana Fox) Futures Unlimited</i> |
| <input type="checkbox"/> Daniel Duffy <i>Grundy County Transportation</i> | <input type="checkbox"/> Elisabeth Dunbar <i>G/L/K Workforce Board</i> |
| <input type="checkbox"/> Debbie Scariano <i>NIAAA</i> | <input type="checkbox"/> Cathy Grafton <i>Community Action</i> |
| <input checked="" type="checkbox"/> Sara Wilham <i>ECIAAA</i> | <input checked="" type="checkbox"/> Amy Wiley <i>Provena St. Mary's</i> |

*Committee Chairpersons †Committee Vice-Chair

Technical Advisors:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Mike Lammey | <input checked="" type="checkbox"/> Jennifer Sicks |
|---|--|

Also Present:

Kelly Barnes	Jim Greenstreet
Tina Cannon	Patrick McCarthy

PROCEEDINGS

1. CALL TO ORDER

Ms. Dick called the meeting to order at 10:00 a.m.

2. ATTENDANCE

Ms. Sicks advised that neither the Policy nor Technical Committee had a quorum present. Members present agreed that as there were no action items on the agenda, to continue the meeting as a committee of the whole.

3. APPROVAL OF AGENDA

Ms. Dick moved for approval of the agenda, and was seconded by Mr. Joyce. The agenda was approved.

4. APPROVAL OF MINUTES

Ms. Dick moved for approval of the minutes of the April 27, 2009 meeting of the Committees, and was seconded by Ms. Wilham. It was noted that the minutes should reflect that the minutes should reflect that the Ford County HSTP group is chaired by Mr. Berger, with Jill Doran of LIFE-CIL serving as secretary. The minutes were approved as revised.

5. OLD BUSINESS

The Committee continued the discussion of the goals and objectives set forth in the Region 6 plan. Ms. Dick noted that it would be useful to order the goals and objectives chronologically, and to do so, to assess which objectives are reliant upon the completion of others for implementation. Ms. Craig suggested that the Committee review all the objectives in terms of a timeframe as well as with respect to the entities responsible for implementation, and the means by which information is conveyed between agencies, county and regional committees and the public.

The Committee discussed the viability of objectives relating to insurance costs, noting that attempts to negotiate insurance rates would require a larger base of insured agencies than that represented by Region 6. Ms. Dick noted that the insurance issue is a particular challenge for social service agencies, but further noted that a considerable level of coordination be instituted before it can be effectively addressed by the Committee. The Committee also discussed the need to focus on goals and objectives more closely tailored to the needs and challenges of the region.

The Committee discussed the proper sequencing of the plan goals, and assessing the relationship between the goals. The Committee concluded that several of the original list of goals are subsidiary to other goals. The Committee agreed that Goal 1, improving regional connections, continues to be a primary goal, and that the original Goal 2, increasing awareness and ridership, can be reordered as an objective under Goal 1. Goals 3 and 4, increasing funding/decreasing costs, and expanding and improving services, were identified as the other primary goals.

The Committee also emphasized the importance of developing an operation protocol for the use of the County committees as well as the regional committee, including a standard suggested agenda and other tools to assist the County committees in gathering appropriate information, in communication between the county and regional levels, and in informing the public. Ms. Dick noted that it was important to define communications in both directions, with clear direction for exchanging information. She further noted that the process should also encourage the County organizations to broaden their process as appropriate in each location, while also attending to issues and concerns identified as regional priorities. In addition, Ms. Dick emphasized the critical need to empower the local committees, and to ensure that they have the best possible information about programs and funding available to support transportation programs. The Committee discussed the committee structure and participants in Grundy County and further discussed the role of Western Illinois University in the activities in Grundy County.

The Committee also discussed the drafting of a statement of purpose which emphasizes the importance of the grassroots County-based committee structure, and the intent to base the HSTP process in Region 6 on local agency and public input.

The Committee discussed aspects of accessibility, particularly with respect to web-based information, and other elements of ADA compliance. The Committee agreed that the objectives should deal specifically should deal with accessibility compliance within the HSTP program, and well as inventorying operational access issues.

In the context of the objective of expanding public awareness, the Committee revisited the idea of creating a standard presentation regarding the HSTP process. It was noted that such a presentation could be used to inform County Boards and other elected officials, as well as to create broader public awareness of transportation and social service issues. Ms. Dick noted that the plan should also reflect the need for coordination between the regional committee and the urban HSTP process.

6. NEW BUSINESS

- a. Updates on the activities of the county committees were offered as follow:
 - i. Ford County: The second meeting has been held. Ms. Dick noted that the HSTP process has spurred meetings and discussions that had been needed. Contract changes will prompt revisions in the SHOWBUS service. The group also discussed veterans' needs, which Ms. Dick noted will be a regional issue and beyond.
 - ii. Grundy County: The next meeting is later this week. A presentation on public transportation was given to the interagency council, which attracted good questions and comments. Mr. Joyce noted that WIU has a good PowerPoint® presentation on transit and HSTP.
 - iii. Iroquois County: Ms. Wilham reported that the first meeting last Friday, with primarily social service agency attendees. The participants were encouraged to focus on local representation, rather than relying on outside organizers. Information from the local health department was available which is helpful in establishing needs and target populations. Ms. Wilham suggested that the committee keep in contact with local elected officials, and encourage them to participate in future meetings.
 - iv. Kankakee County: No meeting has occurred since the last regional meeting, so there is no new report. The committee will meet again next week.
 - v. Livingston County: Ms. Craig reported that the committee engaged in a lengthy discussion with Faith In Action, specifically regarding how they can be involved in the

Region 6 Human Services Transportation Policy Committee

Minutes of the Joint Meeting of the Policy and Technical Committees

May 18, 2009 page 4

HSTP process. Future activities include contact with RSVP and the hospitals and determining how to broaden access to transit services.

- vi. McLean County: Ms. Sicks advised that the Committee met in early May, Ms. Dick and other Committee members discussed local accessibility issues and funding concerns. The committee is also considering revision of the urban HSTP.

7. PUBLIC PARTICIPATION/ANNOUNCEMENTS

No additional matters were raised.

8. NEXT MEETING

There will be a JOINT MEETING of the Policy and Technical Committees on June 29, 2009, to be held beginning at 10:00 a.m. at the Pontiac offices of LIFE-CIL.

9. ADJOURN

Ms. Dick moved to adjourn, and was seconded by Ms. Wilham. The meeting was adjourned at 11:35 p.m.

Jennifer Sicks, Technical Advisor to the Policy Committee

HUMAN SERVICES TRANSPORTATION REGION 6
Joint Policy and Technical Committees

Monday, June 29, 2009
10:00 a.m.

Life Center for Independent Living
741 West Washington Street
Pontiac, Illinois 61764

Agenda

1. Call to Order
2. Attendance
3. Approval of Agenda
4. Approval of Minutes of the Previous Meeting
5. Old Business
 - a. *Discussion – Plan revisions*
 - b. *Accessibility Issues*
6. New Business
 - a. *Anticipated Grant Applications*
 - b. *County Transportation Committee Updates*
 - i. *Ford*
 - ii. *Grundy*
 - iii. *Iroquois*
 - iv. *Kankakee*
 - v. *Livingston*
 - vi. *McLean*
7. Public Participation/Announcements
8. Next Meeting – July 20, 2009
9. Adjourn

The meeting was held at the Pontiac offices of the Life Center for Independent Living.

ATTENDEES Present Not Present

Policy Members:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Bette Rackauskas* McLean County | <input type="checkbox"/> Richard Joyce Grundy County |
| <input type="checkbox"/> Robert Scholl† Kankakee County | <input type="checkbox"/> Joel Moore Iroquois County |
| <input checked="" type="checkbox"/> Randy Berger Ford County | <input type="checkbox"/> George Knudsen Livingston County |

Technical Members:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Laura Dick* <i>SHOWBUS</i> | <input type="checkbox"/> Laura Zieger <i>Will/Grundy CIL</i> |
| <input type="checkbox"/> Dorcilla Schoolman <i>Options-CIL</i> | <input type="checkbox"/> Juliene Longworth <i>DHS-Rehab Services</i> |
| <input type="checkbox"/> Dana Craig <i>Livingston LIFE-CIL</i> | <input checked="" type="checkbox"/> Adeana Fox <i>Futures Unlimited</i> |
| <input checked="" type="checkbox"/> Sandy Lucas <i>Grundy County Transportation</i> | <input type="checkbox"/> Elisabeth Dunbar <i>GIL/K Workforce Board</i> |
| <input type="checkbox"/> Debbie Scariano <i>NIAAA</i> | <input type="checkbox"/> Cathy Grafton <i>Community Action</i> |
| <input checked="" type="checkbox"/> Sara Wilham <i>ECIAAA</i> | <input checked="" type="checkbox"/> Amy Wiley <i>Provena St. Mary's</i> |

*Committee Chairpersons †Committee Vice-Chair

Technical Advisors:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Mike Lammey | <input checked="" type="checkbox"/> Jennifer Sicks |
|---|--|

Also Present:

Kelly Barnes <i>OSF St. James</i>	Chris Johnson <i>Mosaic</i>
Jim Greenstreet <i>Kankakee County</i>	Patrick McCarthy <i>Illinois Central School Bus</i>

PROCEEDINGS

1. CALL TO ORDER

Ms. Raskauskas called the meeting to order at 10:07 a.m.

2. ATTENDANCE

Ms. Sicks advised that neither the Policy nor Technical Committee had a quorum present. The Committees will continue the meeting for discussion purposes.

3. APPROVAL OF AGENDA

In the absence of a quorum, no action could be taken with respect to the agenda.

4. APPROVAL OF MINUTES

In the absence of a quorum, no action could be taken with respect to the minutes of the May meeting.

5. OLD BUSINESS

The Committees discussed the likely applicants for grants under the §5310 program, noting that directives from the Illinois Department of Transportation had produced some confusion regarding the application deadline. Ms. Dick and Ms. Sicks noted that suggestions had been made at an IDOT training session for §5310 applicants that the June 30, 2009 deadline might be extended, but more recent notices from IDOT did not reflect a change in the deadline. Ms. Sicks noted that she has received an application from Futures, and a letter of intent from Mosaic. Ms. Johnson indicated that the Mosaic application is on hand for delivery at the current meeting. The Committee discussed other potential applicants, including Good Shepherd Manor. It was noted that Marcfirst is submitting an application under the Bloomington – Normal urban area plan, and that the Occupational Development Center had sought letters of support; given the precarious financial condition of ODC, the Committee noted that the agency may have reconsidered preparing an application. The same uncertainty may have discouraged other potential applicants.

Ms. Dick noted that SHOWBUS is still considering its options with respect to the §5310 and §5311 grant applications, noting further that the §5311 application deadline is not until mid-July. Ms. Dick advised that there is still uncertainty regarding the number of vehicles likely to be received from funding under the American Recovery and Reinvestment Act of 2009, which complicates the process of applying under the §5310 and §5311 programs. Mr. Lamme, Ms. Dick and Ms. Sicks discussed the complexities of funding under the recovery act for transit providers. They further discussed the interrelated application schedules and submission deadlines for the various funding sources. Ms. Dick noted that a series of applications have been issued in a short period of time, which has created confusion with respect to the relationship between funding sources and program outcomes.

The Committees discussed the impact of various long-term state and federal initiatives, such as the possible award of the 2016 Olympic Games to Chicago, on funding for transit programs statewide. The Committees also considered the impact of IDOT staff levels on processing and reviewing funding applications.

Ms. Sicks advised that IDOT has forwarded a contract for McLean County Regional Planning Commission to conduct coordination services for the Region 6 Committees. The contract must be reviewed by MCRPC, and cannot be executed until late in July. Once the contract is in place, additional staff from MCRPC will be involved with the regional committees and the County committees. The contract also reflects intended program elements such as public education and outreach and ongoing contacts with agencies and the public.

The Committees discussed how the regional plan might be revised to reflect recent consensus on the structure of the County committees and the regional committees, and the relationships among those entities. The Committees also discussed scheduling for approval of revisions to the plan.

The Committees discussed the development of an inventory of potential projects to improve transit accessibility, in order to be prepared for any future round of New Freedom funding for which such projects might be eligible. It was noted that such applications would have to originate with local jurisdictions or agencies, not from the regional Committees themselves.

Mr. McCarthy indicated that no current §5310 recipients have attended the Grundy County committee meetings. There is no current information suggesting that any applications will originate from Grundy County.

6. NEW BUSINESS

- a. Updates on the activities of the county committees were offered as follow:
 - i. Ford County: Mr. Berger reported that the Committee met on June 4, 2009, and discussed ways to encourage more local participation in the Committee. It was noted that CRCC is providing rides to 16 people a week for counseling, and the Gibson City Probation Office is providing transportation to 10 persons; discussions with SHOWBUS are underway to determine if these trips can be consolidated. The Committee will meet next on August 6, 2009.
 - ii. Grundy County: Mr. McCarthy advised that the Committee met on June 17th at the Morris Library. The discussion focused on the §5311 process, and how agencies can benefit from involvement. The Committee will next meet on July 15, 2009.
 - iii. Iroquois County: Ms. Dick advised that the committee has had some structural issues, but there are good outcomes. The Committee decided to petition the East Central Area Agency on Aging to fund SHOWBUS for senior transportation; this would not defund any other provider, but a minimum grant would allow SHOWBUS to provide free fares to seniors in Iroquois County. SHOWBUS will also be executing a total of three service contracts to provide service to ARC of Iroquois County, involving transferring 44 riders; this will relieve ARC of the burden of funding these transportation requirements. Ms. Dick is unsure of the status of a possible IMHC funding application. The next meeting will be on July 24th in Watseka, and involved lunch subsidized by SHOWBUS.
 - iv. Kankakee County: Ms. Wiley advised that at the May 26, 2009 meeting, Good Shepherd Manor offered a presentation. Ms. Wiley also noted that Ms. Schoolman is planning a July event during which three legislators will spend a day in wheelchairs, learning about mobility and accessibility as it is experienced by persons with disabilities' Ms. Schoolman will be invited to report on this event at the August meeting of the Committee. Ms. Lammey noted that the Kankakee transit operator has included \$100,000 in its budget annually to address accessibility issues, including reconfiguring transit shelters and providing appropriate curb cuts and other remediation efforts. Ms. Wiley noted that

Region 6 Human Services Transportation Policy Committee

Minutes of the Joint Meeting of the Policy and Technical Committees

June 29, 2009 page 4

some social service providers are investigating transportation alternatives in light of budget cuts, and that rehabilitation

Ms. Wiley further noted that transportation issues for veterans continue to be a pressing issue; Mr. Lammey noted that transportation for veterans is likely to be a continuing issue across the region, especially with respect to supplementing services now being provided through veterans' assistance agencies using their own membership to assist other veterans. Ms. Rackauskas noted that this should be a primary focus of the regional committees going forward. The Kankakee committee will meet next on July 28, 2009.

- v. Livingston County: No meeting of the Livingston committee has been held since the last Region 6 committee meeting. The group is waiting to hear from Faith In Action regarding their program. There is discussion of cooperation by private interests. The next meeting will be held on July 15, 2009.
- vi. McLean County: Ms. Sicks noted that the last meeting of the Transportation Advisory Committee did not have a quorum; those present held an informal discussion regarding transportation concerns as experienced by social service agencies. The committee will meet on July 7, 2009.

7. PUBLIC PARTICIPATION/ANNOUNCEMENTS

Ms. Rackauskas noted that in response to the statewide budget crisis, a movement to divide the state in two has emerged which promotes the notion of downstate Illinois becoming a separate state. She also noted that there is concern about the economic impact of the potential Olympic commitment being sought by the city of Chicago, noting that the state overall may not benefit from investment in infrastructure for the 2016 Olympic Games.

No additional matters were raised.

8. NEXT MEETING

There will be a JOINT MEETING of the Policy and Technical Committees on July 20, 2009, to be held beginning at 10:00 a.m. at the Pontiac offices of LIFE-CIL.

The August 17, 2009 will focus on accessibility issues and facilities inventories, and the September meeting will address veterans' issues.

9. ADJOURN

The meeting was adjourned at 11:22 p.m.

Jennifer Sicks, Technical Advisor to the Policy Committee

HUMAN SERVICES TRANSPORTATION REGION 6
Joint Policy and Technical Committees

Monday, July 20, 2009

10:00 a.m.

Life Center for Independent Living
741 West Washington Street
Pontiac, Illinois 61764

Agenda

1. Call to Order
2. Attendance
3. Approval of Agenda
4. Approval of Minutes of the Previous Meetings
5. Old Business
 - a. *Plan revisions*
 - b. *County Committee representatives on Region 6 Technical Committee*
6. New Business
 - a. *\$5310 Grant Applications*
 - i. *Futures, Inc.*
 - ii. *Mosaic*
 - iii. *Good Shepherd Manor*
 - iv. *Veterans Assistance Commission of Grundy County*
 - b. *County Transportation Committee Updates*
 - i. *Ford*
 - ii. *Grundy*
 - iii. *Iroquois*
 - iv. *Kankakee*
 - v. *Livingston*
 - vi. *McLean*
7. Public Participation/Announcements
8. Next Meeting – August 17, 2009
9. Adjourn

The meeting was held at the Pontiac offices of the Life Center for Independent Living.

ATTENDEES Present Not Present

Policy Members:

- | | |
|--|---|
| <input type="checkbox"/> Bette Rackauskas* McLean County | <input checked="" type="checkbox"/> Richard Joyce Grundy County |
| <input checked="" type="checkbox"/> Robert Scholl† Kankakee County | <input type="checkbox"/> Joel Moore Iroquois County |
| <input checked="" type="checkbox"/> Randy Berger Ford County | <input type="checkbox"/> George Knudsen Livingston County |

Technical Members:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Laura Dick* <i>SHOWBUS</i> | <input type="checkbox"/> Laura Zieger <i>Will/Grundy CIL</i> |
| <input type="checkbox"/> Dorcilla Schoolman <i>Options-CIL</i> | <input type="checkbox"/> Juliene Longworth <i>DHS-Rehab Services</i> |
| <input type="checkbox"/> Dana Craig <i>Livingston LIFE-CIL</i> | <input checked="" type="checkbox"/> Brian Blossom <i>Futures Unlimited</i> |
| <input type="checkbox"/> Sandy Lucas <i>Grundy County Transportation</i> | <input type="checkbox"/> Elisabeth Dunbar <i>G/L/K Workforce Board</i> |
| <input type="checkbox"/> Debbie Scariano <i>NIAAA</i> | <input type="checkbox"/> Cathy Grafton <i>Community Action</i> |
| <input checked="" type="checkbox"/> Sara Wilham <i>ECIAAA</i> | <input checked="" type="checkbox"/> Amy Wiley <i>Provena St. Mary's</i> |

*Committee Chairpersons †Committee Vice-Chair

Technical Advisors:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Mike Lammey | <input type="checkbox"/> Jennifer Sicks |
|---|---|

Also Present:

- | | |
|---|---|
| Kelly Barnes <i>OSF St. James</i> | Jim Greenstreet <i>Kankakee County</i> |
| Mike Butler <i>Good Shepherd Manor</i> | Chris Johnson <i>Mosaic</i> |
| Amy Carmak <i>Good Shepherd Manor</i> | Patrick McCarthy <i>Illinois Central School Bus</i> |
| Kathleen Doran <i>Veterans Assistance</i> | Elton Monson <i>Veterans Assistance</i> |
| <i>Commission of Grundy County</i> | <i>Commission of Grundy County</i> |

PROCEEDINGS

1. CALL TO ORDER

Acting Chairman Robert Scholl called the meeting to order at 10:15 A.M.

2. ATTENDANCE

A quorum of the Policy Committee was present. Attendance was taken and recorded on the sign in sheet.

3. APPROVAL OF AGENDA

A motion to approve the agenda was made by R. Joyce and second by R. Berger. Motion carried.

4. APPROVAL OF MINUTES

A motion was made to approve the June 29th minutes, and second by L. Dick. Motion carried. A motion was made by R. Joyce and second by R. Scholl to approve the May 18 minutes. Motion carried.

5. OLD BUSINESS

The technical committee requested 2 representatives from each county so a quorum could more easily be reached at meetings.

It was asked if the October 2008 minutes could be re-submitted, since they never made it from Champaign County. R. Berger thought that he had a copy and could do that.

It was noted that there is still no contract with IDOT and McLean County to administer region 6.

6. NEW BUSINESS

Futures Unlimited, Inc. reported that they had had an audit with IDOT and the results were good. They are asking for 4 vehicles, 1-22 passenger van, 2-minivans, and 1 to replace a Dodge raised van. The State encouraged them to ask for more. Normally they would have asked for 2 vehicles. Their application is on file. It was requested that a letter be written and put in with the Futures Unlimited Inc. application to the state stating that the most important vehicle would be 22 passenger super medium duty van. This would be used to replace a discontinued service.

Mosaic reported that they currently have 12 vehicles. They are requesting 1 vehicle to replace 1 E 250 mini van that has met the high mileage requirement. Their application is on file.

Good Shepherd Manor, Inc. has requested one vehicle to replace a medical transport van which meets the high mileage requirement. They currently have 14 vehicles in the fleet, and most aren't chair lift. Median age of transports is 56 years old. Most falls and trips have to do with getting in and out of vehicles. They are looking to contract with Show Bus for general transportation. Their application is on file.

Veterans Assistance Commission of Grundy County is requesting a light duty para-transit 12 passenger van. Currently 2 private vehicles are being used. There are 4000 Vets in Grundy County, and the number is expected to increase. The application is on file. It was requested that a letter be written and included with the Veterans Assistance Commission of Grundy County application to the State saying that the requested vehicle replaces one from Hines, and 2 private ones.

R. Joyce made a motion to send all applications to IDOT with the recommended letters L. Dick second. Motion carried. (The letters are to be signed by the Policy Chair and policy Vice-Chair)

It was asked if a point system was used on applications by the State. "Chuck" [Kadlec] was quoted as saying that the "pen is in my hand".

Region 6 Human Services Transportation Policy Committee

Minutes of the Joint Meeting of the Policy and Technical Committees

July 20, 2009 page 3

S. Wilham said that we aren't asking for many vehicles as compared to region.

Updates on the activities of the county committees were offered as follow:

- i. Ford County: R. Berger reported that there hadn't been a meeting since the last Region 6 HSTP meeting. The next meeting will be 8-6-09 at CRCC in Paxton at 2 p.m.
- ii. Grundy County: R. Joyce reported that they will meet mid-August around the third week.
- iii. Iroquois County: S. Wilham reported that there was a good turnout at their last meeting...8 -10 people. They will meet 7-24-09.
- iv. Kankakee County: A. Wiley reported that they will meet 7-28-09.
- v. Livingston County: L. Dick reported that they invited RSVP to talk. They were looking into how to use volunteer drivers. The economy is changing transportation. She also reported that there is no homeless shelter in Livingston Co., and that people were being sent to Bloomington, but it is full. Also Shelbyville taxi service will take Medicare dollars to transport people to Chicago.
- vi. McLean County: L. Dick and S. Wilham reported that they had met in the past 2 weeks. Urban submitted an application. ODC (Occupation Development Center) shut down. They had been in operation for over 50 years. Faith in Action had received many calls.

7. PUBLIC PARTICIPATION/ANNOUNCEMENTS

No public comments or announcements were made.

8. NEXT MEETING

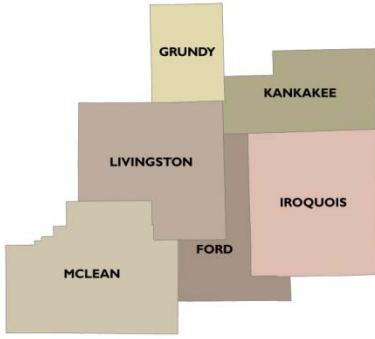
There will be a JOINT MEETING of the Policy and Technical Committees on August 17, 2009, to be held beginning at 10:00 a.m. at the Pontiac offices of LIFE-CIL.

The August 17, 2009 will focus on accessibility issues and facilities inventories, and the September meeting will address veterans' issues.

9. ADJOURN

A motion was made by R. Berger to adjourn, and second by R. Joyce. Motion carried. Meeting adjourned at 11:20 A.M.

Randy Berger, Policy Committee



Illinois Region 6
Regional Policy and Technical Committees
for the Human Services Transportation Plan

Agenda

Policy Committee

Monday, August 17, 2009

10:00 a.m.

Life Center for Independent Living
741 West Washington Street
Pontiac, Illinois 61764

Randy Berger
Ford County

Richard Joyce
Grundy County

Joel Moore
Iroquois County

Robert Scholl
Kankakee County

George Knudsen
Livingston County

Bette Rackauskas
McLean County

1. Call to Order
2. Attendance
3. Approval of Agenda
4. Approval of Minutes of the Previous Meetings
5. Staff Introduction – Rick Nolan
6. Old Business
 - a. *Plan revisions*
 - b. *County Committee representatives - Technical Committee*
7. New Business
 - a. *Potential Accessibility Projects*
 - b. *County Transportation Committee Updates*
 - i. *Ford*
 - ii. *Grundy*
 - iii. *Iroquois*
 - iv. *Kankakee*
 - v. *Livingston*
 - vi. *McLean*
8. Public Participation/Announcements
9. Next Meeting – September 20, 2009
10. Adjourn



The meeting was held at the Pontiac offices of the Life Center for Independent Living.

ATTENDEES Present Not Present

Policy Members:

<input checked="" type="checkbox"/> Bette Rackauskas* McLean County	<input type="checkbox"/> Richard Joyce Grundy County
<input checked="" type="checkbox"/> Robert Scholl† Kankakee County	<input type="checkbox"/> Joel Moore Iroquois County
<input type="checkbox"/> Randy Berger Ford County	<input type="checkbox"/> George Knudsen Livingston County

Technical Members:

<input checked="" type="checkbox"/> Laura Dick* <i>SHOWBUS</i>	<input type="checkbox"/> Laura Zieger <i>Will/Grundy CIL</i>
<input type="checkbox"/> Dorcilla Schoolman <i>Options-CIL</i>	<input type="checkbox"/> Juliene Longworth <i>DHS-Rehab Services</i>
<input checked="" type="checkbox"/> Dana Craig <i>Livingston LIFE-CIL</i>	<input checked="" type="checkbox"/> Brian Blossom <i>Futures Unlimited</i>
<input type="checkbox"/> Sandy Lucas <i>Grundy County Transportation</i>	<input type="checkbox"/> Elisabeth Dunbar <i>G/L/K Workforce Board</i>
<input type="checkbox"/> Debbie Scariano <i>NIAAA</i>	<input type="checkbox"/> Cathy Grafton <i>Community Action</i>
<input checked="" type="checkbox"/> Sara Wilham <i>ECIAAA</i>	<input checked="" type="checkbox"/> Amy Wiley <i>Provena St. Mary's</i>

*Committee Chairpersons †Committee Vice-Chair

Technical Advisors/Coordinators:

<input checked="" type="checkbox"/> Mike Lammey	<input checked="" type="checkbox"/> Jennifer Sicks
<input checked="" type="checkbox"/> Rick Nolan	

Also Present:

Kelly Barnes <i>OSF St. James</i>	Debbie Isenberg <i>Mosaic</i>
Mike Butler <i>Good Shepherd Manor</i>	Chris Johnson <i>Mosaic</i>
Amy Carmak <i>Good Shepherd Manor</i>	Patrick McCarthy <i>Illinois Central School Bus</i>
Tina Cannon <i>Independent SL Interpreter</i>	Elton Monson <i>Veterans Assistance</i>
Kathleen Doran <i>Veterans Assistance</i>	<i>Commission of Grundy County</i>
<i>Commission of Grundy County</i>	Sherry Zerbian <i>Community Foundation of</i>
Adeana Fox <i>Futures Unlimited</i>	<i>Grundy County</i>
Jim Greenstreet <i>Kankakee County</i>	

PROCEEDINGS

1. CALL TO ORDER

Chairperson Bette Rackauskas called the meeting to order at 10:03 A.M.

2. ATTENDANCE

As neither the Policy Committee or the Technical Committee had a quorum present, the members elected to proceed as a committee of the whole. Attendance was taken and recorded on the sign in sheet.

3. APPROVAL OF AGENDA

A motion to approve the agenda was made by Robert Scholl and seconded by Laura Dick. Motion carried.

4. APPROVAL OF MINUTES

A motion was made to approve the July 20th minutes by Laura Dick, and second by Robert Scholl. Motion carried.

5. OLD BUSINESS

Mr. Nolan of the McLean County Regional Planning Commission was introduced. Mr. Nolan will be part of the McLean County RPC team providing coordination services for Region 6. Ms. Sicks noted that Scott Fowler of the MCRPC staff will be assisting with website issues for Region 6 participants and the county committees.

Ms. Sicks advised that the contract between MCRPC and IDOT has been signed by MCRPC and returned to the state. The Committees discussed the terms of the contract and the level of funding.

The Committees discussed the need to provide formal authorization for the role of the county communities from the County Boards. It was agreed that resolutions from the County Boards would be effective in creating this authorization. Ms. Rackauskas noted that the process of obtaining the resolutions would improve understanding of the HSTP program, noting that it would be helpful to have presentation made to the Boards

Mr. Lammey noted that the resolutions should include reference to the Federal mandate for the program, and the state solution to that mandate in forming the regions. The resolution must also reference the fact that the counties have been drawn into the process by the state. Ms Rackauskas suggested that the states' attorneys' office be involved, in part to make the staff aware of the process. Ms. Dick noted that the fact that the regional focus and development of the HSTP should be referenced, and further noted that each county committee could develop a statement to its board explaining its history and mission, and use that as a means to request action by the County Board in authorizing the county committee to act as the local organizing entity for the HSTP process.

The Committees discussed the project budget. Ms. Sicks noted that the current funding is provided to MCRPC through an intergovernmental agreement with IDOT, and that MCRPC will provide a monthly accounting of expenditures to IDOT to draw down the funding. She further noted that the Committees may wish to discuss what county committee activities will be eligible to access the IDOT funding, noting that the budget contracted with IDOT includes funding for public notice and advertising of meetings and travel to the county committee meetings as appropriate. Ms. Dick noted that not all activities of the county committees will be relevant to the HSTP process. She further noted that SHOWBUS may be able to defray certain costs of the county committees as well. It was noted that Mr. Nolan will serve as a contact with the county committees with respect to issues of program costs.

The Committees also discussed materials to be included on the revamped Region 6 website, including the proceedings of the county committees, agendas and minutes, announcements of meetings, the actual plan document, and information on providers to be supplied by the providers, and updated on an ongoing basis. Ms. Sicks advised that a contact person at MCRPC will be chosen and contact information given to the Technical committee members.

The Committees discussed the quorum issue that has arisen in recent months, noting the difficulty in bringing enough members to meetings to take action. The Committees will need to resolve the matter of committee representation and scheduling. One possible revision would be for each county committee to select two representatives to the Technical Committee. Mr. Scholl noted that care must be taken to ensure broad representation on the Technical Committee, noting that a number of participants are representing multiple interests. He further noted that the involvement of a Policy member from each county is critical, and should be a predicate to access to funding by agencies within counties whose Policy representatives do not participate.

The Committees discussed the content of a presentation to be developed for use with the County Boards and community groups. Ms. Rackauskas suggested that the county committees collect information about their services and clients, including the use of photographs of facilities and other features to use in a presentation.

The Committees discussed the state approval process, noting that there are no standards published for the decisions made by the statewide oversight committee. The Committees agreed that the Region 6 structure should include a clear statement of the standards used for selecting and advancing project funding applications.

6. NEW BUSINESS

Updates on the activities of the county committees were offered as follow:

- i. Ford County: The committee last met on August 6th, in a well-attended meeting. No specific issues were raised, but the group discussed who should be participating in the committee, and how to get increased participation in the committee. Methods to identify needs for transportation services were also discussed. SHOWBUS is looking at two additional days of deviated fixed routes in the county, although this may be a pilot effort until the need is adequately demonstrated.
- ii. Grundy County: The ICCT primer process with Western Illinois University continues, now beginning Phase III of the contracted process. Ms. Zerbian noted that the Phase II process focused on needs assessment. The last meeting was devoted to developing an education program that will be used to broaden community awareness.
- iii. Iroquois County: Ms. Wilham and Ms. Dick reported that the last meeting focused on a number of issues, including the HSTP process. There is considerable budget pressure on agencies, which results in increased emphasis on coordination. SHOWBUS is now

Region 6 Human Services Transportation Policy Committee

Minutes of the Joint Meeting of the Policy and Technical Committees

August 17, 2009 page 4

handling additional service in the county, which has improved access. Additional funding for the service may be available through ECIAAA.

- iv. Kankakee County: Ms. Wiley reported that the committee met on 7-28-09. The meeting included a presentation by Ms. Dick regarding SHOWBUS. The committee also discussed access to Veterans' Administration locations. Mr. Lammey noted that the Committees should be coordinating with county Veterans Assistance Commissions to document needs and look at appropriate services.
- v. Livingston County: Ms. Craig reported that the committee last met on July 15th. There was further discussion of the RSVP program, which Ms. Dick noted works very differently from county to county. Ms. Wilham noted that the program coordinates volunteers and looks for volunteer opportunities. Transportation is only a small part of their activities. RSVP is another potential contact point for the regional Committees.
- vi. McLean County: L. Dick and S. Wilham reported that they had met in early August. As elsewhere, demand for services is up. PATH is holding meetings to look at areas in which they can fill gaps left by the closure of ODC, and the program reductions by other agencies.

7. PUBLIC PARTICIPATION/ANNOUNCEMENTS

No public comments or announcements were made.

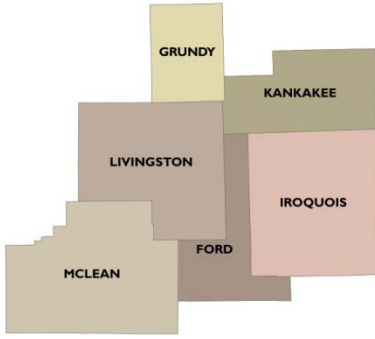
8. NEXT MEETING

There will be a JOINT MEETING of the Policy and Technical Committees on September 28, 2009, to be held beginning at 10:00 a.m. at the Pontiac offices of LIFE-CIL.

9. ADJOURN

A motion was made by R. Berger to adjourn, and second by R. Joyce. Motion carried. Meeting adjourned at 12:20 P.M.

Jennifer Sicks
McLean County Regional Planning Commission



Illinois Region 6
Regional Policy and Technical Committees
for the Human Services Transportation Plan

AGENDA

Policy Committee

Randy Berger
Ford County

Richard Joyce
Grundy County

Joel Moore
Iroquois County

Robert Scholl
Kankakee County

George Knudsen
Livingston County

Bette Rackauskas
McLean County

Monday, September 28, 2009

10:00 a.m.

Life Center for Independent Living
741 West Washington Street
Pontiac, Illinois 61764

1. Call to Order
2. Attendance
3. Approval of Agenda
4. Approval of Minutes of the Previous Meetings
5. Old Business
 - a. Letter to County Board members
 - b. Draft County Board resolution
6. New Business
 - a. Update regarding plan revisions
 - b. County Transportation Committee Updates
 - i. Ford
 - ii. Grundy
 - iii. Iroquois
 - iv. Kankakee
 - v. Livingston
 - vi. McLean
7. Announcements/Request for Public Comments
8. Next Meeting – October 26, 2009
9. Adjourn



The meeting was held at the Pontiac offices of the Life Center for Independent Living.

ATTENDEES Present Not Present Represented by proxy

Policy Members:

<input checked="" type="checkbox"/> Bette Rackauskas* McLean County	<input checked="" type="checkbox"/> Richard Joyce‡ Grundy County
<input checked="" type="checkbox"/> Robert Scholl† Kankakee County	<input type="checkbox"/> Joel Moore Iroquois County
<input checked="" type="checkbox"/> Randy Berger Ford County	<input type="checkbox"/> George Knudsen Livingston County

‡ by proxy Dan Duffy

Technical Members:

<input checked="" type="checkbox"/> Laura Dick* <i>SHOWBUS</i>	<input type="checkbox"/> Laura Zieger <i>Will/Grundy CIL</i>
<input type="checkbox"/> Dorcilla Schoolman <i>Options-CIL</i>	<input type="checkbox"/> Juliene Longworth <i>DHS-Rehab Services</i>
<input checked="" type="checkbox"/> Dana Craig <i>Livingston LIFE-CIL</i>	<input checked="" type="checkbox"/> Brian Blossom <i>Futures Unlimited</i>
<input type="checkbox"/> Sandy Lucas <i>Grundy County Transportation</i>	<input type="checkbox"/> Elisabeth Dunbar <i>G/L/K Workforce Board</i>
<input type="checkbox"/> Debbie Scariano <i>NIAAA</i>	<input type="checkbox"/> Cathy Grafton <i>Community Action</i>
<input checked="" type="checkbox"/> Sara Wilham <i>ECIAAA</i>	<input checked="" type="checkbox"/> Amy Wiley <i>Provena St. Mary's</i>

*Committee Chairpersons †Committee Vice-Chair

Technical Advisors/Coordinators:

<input checked="" type="checkbox"/> Mike Lamme	<input checked="" type="checkbox"/> Jennifer Sicks
<input checked="" type="checkbox"/> Rick Nolan	

Also Present:

Kelly Barnes <i>OSF St. James</i>	Patrick McCarthy <i>Illinois Central School Bus</i>
Jane Brown <i>AARP, Ford/Iroquois</i>	Teri McWethy <i>MCCA</i>
John Brown <i>AARP, Ford/Iroquois</i>	Sherry Zerbian <i>Community Foundation of Grundy County</i>
Dan Duffy <i>Grundy County</i>	
Chris Johnson <i>Mosaic</i>	

PROCEEDINGS

1. CALL TO ORDER

Chairperson Bette Rackauskas called the meeting to order at 10:03 A.M.

2. ATTENDANCE

The Policy Committee had a quorum present. Attendance of the Committees was taken and recorded on the sign in sheet.

3. APPROVAL OF AGENDA

A motion to approve the agenda was made by Mr. Scholl and seconded by Ms. Craig. Motion carried.

4. APPROVAL OF MINUTES

A motion was made to approve the August 17th minutes by Ms. Dick, and seconded by Mr. Scholl. Motion carried.

5. OLD BUSINESS

The Committees engaged in an extensive discussion of the draft letter addressed to all County Board members throughout the region, with the purpose of explaining the Committees' request that the County Boards adopt a resolution authorizing the use of the HSTP process to seek and allocate funding. The Committees noted that certain issues arise from the proposed structure, particularly in implementing the county committees as the foundational element of the HSTP process. Several Policy members noted that County Board committees function differently in each county, and the Committees noted that each of the county committees was initiated in unique circumstances, and derive their structure and function from disparate sources. The draft letter asks that the County Boards authorize the county committees to carry out the HSTP process. It was noted that the Regional committee was formed by IDOT, and is not subject to approval by the constituent counties.

The Committee noted some confusion arising out of the nomenclature used in the draft, which following discussion of various alternatives resulted in the county committees being renamed "county transportation organizations," or CTOs, to distinguish them from committees consisting of County Board members, and/or with legislative or legal authority within each county. It was further discussed that the letter be accompanied by a chart illustrating the relationship between the various committees, as well as the authorizing entity of each of the CTOs, such as social service agencies or regional planning commissions. In addition, the letter specifies that the CTOs will provide representatives to form the Region 6 Technical Committee. Additional text will be added to reflect the relationship between the Region 6 Technical and Policy committees, and that the Policy Committee has final voting authority for decisions made in the HSTP process.

The Committee further discussed the constraints created by the structure created by IDOT, and the difficulty in achieving true grass-roots organization under that structure. The Committee also discussed whether the letters should originate from the Policy Committee members, or from the regional coordinator. The latter option was preferred, and an additional reference was added to the first paragraph to note that Policy members serve pursuant to appointment by their Boards, or Board chairpersons. A slightly modified version of the letter will be sent to Board Chairs noting that they will be contacted to arrange a meeting with Ms. Rackauskas and Mr. Nolan for further discussion of the HSTP process, pursuant to Ms. Rackauskas' suggestion.

The Committee also discussed the need to create an attendance standard for Committee members, with an advisory issued to the County Board regarding the consequences for the County's providers should representatives not participate. The draft letter was amended to

include a reference to the HSTP process as the pathway to future funding. Mr. Scholl noted that the meetings with the County Board chairs should also include discussion of the potential challenges

Mr. Lamme distributed a draft resolution for the authorization of the HSTP Region in Kankakee County; Ms. Sicks noted that she had prepared a draft resolution, but had concluded that a single draft would not be useful for the range of operations in the various counties. The review of the draft resolutions was postponed pending additional input from the Policy Committee members.

6. NEW BUSINESS

Ms. Sicks advised that FTA will be promulgating new requirements for the HST plan documents, which she expects to receive from IDOT. Once that information is available, the draft revisions will be completed. IDOT has requested that revised drafts be submitted for their review by the end of January. Ms. Sicks also noted that IDOT plans another round of New Freedom and JARC applications toward the end of the year.

Ms. Dick, Mr. Lamme and Ms. Sicks discussed IDOT's move towards using regional coordination staff as mobility managers, and as monitors of program compliance with state requirements. The Committees discussed the meaning of mobility management, and how the IDOT initiative might be applied.

Updates on the activities of the county committees were offered as follow:

- i. Ford County: Mr. Berger advised that the committee met on September 10th. SHOWBUS will conduct a pilot program two days a week for six months to provide service for CRCC from Gibson City and Paxton. Mr. Berger also met the following week with the network group, noting that the use of that group for transportation coordination was a result of the HSTP regional process; the network group was updated regarding the SHOWBUS service plan. The committee will meet next on October 15th.
- ii. Grundy County: Mr. Duffy reported that Grundy County has been awarded two grants under ARRA, including a \$60,000 grant for a new vehicle, and a \$35,000 grant for signage, benches and five or six new shelters. Last week they received their FY 2010 5311 contract.

Ms. Zerbian reported that the county transportation organization continues to work through the ICCT process, and is working towards agreements to go forward with coordination efforts. The next meeting is on October 16th. The education and outreach committee is looking towards implementation of a plan to educate the public about transportation options, and developing presentations for municipalities and civic groups regarding the coordination process and outcomes. Ms. Zerbian now replaces Ms. Lucas as a representative on the Region 6 Technical Committee.

The group discussed prior issues with bus shelters, noting that New Freedom funds might be available for bus shelter improvements.

- iii. Iroquois County: Ms. Wilham noted that the committee met on September 25th, and introduced John Brown, participants in the committee, and of the Iroquois AARP Money Management through Iroquois Public Health. Mr. and Mrs. Brown and others volunteer, including providing some transportation. Mr. Brown raised and the Committees discussed the issues arising out of situations in which home care and housekeeping providers are being diverted into providing transportation services. Of particular concern are the liability issues, and the diversion of social service resources from home care assistance to transportation. Ms. Wilham noted that this trend will prove problematic over time. Ms. Dick noted that in some counties home assistants are not permitted to provide transportation.

Mr. Brown is concerned about the use of private vehicles for transportation, with no reimbursement available for service providers using their own vehicles. The Committees noted the potential safety and liability issues, noting further that the same issues arose with respect to Grundy County Veterans' Assistance Commission. Mr. Brown suggested that it would be important to track the actual time spent on various tasks, including transportation. The Committees questioned the legality of home assistance workers providing transportation, given the potential liability and insurance. It was suggested that Mr. Brown get assurances in writing regarding liability coverage for volunteers provided by social service agencies. Mr. Lammey noted that the state will not provide funding for private, volunteer providers. Mr. McCarthy noted that providing services with appropriate insurance riders could invalidate coverage, despite assurances from third parties. Ms. Dick noted that there should be an investigation on how best to provide service expansion so as to obviate the need for private volunteers to risk liability exposure in these programs.

Ms. Craig noted that these issues would be appropriate topics for the county committees (CTOs); Ms. Wiley noted that it would be helpful to determine how these matters are handled from county to county.

- iv. Kankakee County: Ms. Wiley advised that the committee has not met since the last Region 6 meeting; the committee will meet again on September 29th.
- v. Livingston County: Ms. Craig advised that the last meeting was cancelled; the committee will next meet on October 14th. At that time the committee will consider the appointment of representatives to the Region 6 Technical Committee, and to draft a letter explaining the origins and function of the Livingston County committee. Ms. Craig noted her discovery, through a speaker from RSVP, that in at least one area RSVP does not provide transportation, a matter which will require further investigation to determine if RSVP can be a resource for transportation for Livingston County. The

Region 6 Human Services Transportation Policy Committee

Minutes of the Joint Meeting of the Policy and Technical Committees

September 28, 2009 page 5

committee will also look into identifying inaccessible bus stops and shelters, to create an inventory for a future remediation project.

- vi. McLean County: Ms. Sicks and Ms. Dick noted that the Transportation Advisory Committee last met on September 1st, primarily for discussion of final steps on applications, coordination of current applications with previous grants through ARRA and other programs. Much of the discussion revolved around the funding issues at the YWCA in Bloomington, which provides the Wheels-to-Work program, and Medivan service, for which they successfully applied for New Freedom funding. The TAC will meet next on October 6th.

7. PUBLIC PARTICIPATION/ANNOUNCEMENTS

Ms. Sicks reminded the Committees that IDOT has announced another round of New Freedom and JARC grants towards the end of the year, but no specific dates or other parameters have been made available. Ms. Rackauskas noted that it was critical that the group insist on receiving timely information on grant opportunities from IDOT, to insure a fair application process.

8. NEXT MEETING

There will be a JOINT MEETING of the Policy and Technical Committees on November 2, 2009, to be held beginning at 10:00 a.m. at the Pontiac offices of LIFE-CIL.

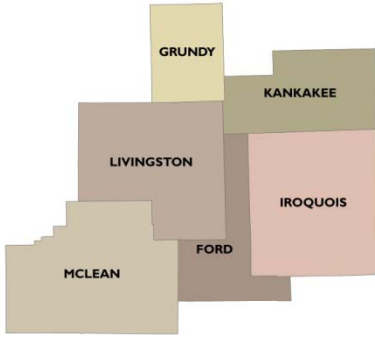
9. ADJOURN

A motion was made by Mr. Scholl to adjourn, and second by Mr. Berger. Motion carried. Meeting adjourned at 12:08 P.M.

Jennifer Sicks

McLean County Regional Planning Commission

Technical Advisor to the Region 6 HSTP Policy Committee



Illinois Region 6
Regional Policy and Technical Committees
for the Human Services Transportation Plan

AGENDA

Policy Committee

Randy Berger
Ford County

Richard Joyce
Grundy County

Joel Moore
Iroquois County

Robert Scholl
Kankakee County

George Knudsen
Livingston County

Bette Rackauskas
McLean County

Monday, December 14, 2009

10:00 a.m.

Life Center for Independent Living
741 West Washington Street
Pontiac, Illinois 61764

1. Call to Order
2. Attendance
3. Approval of Agenda
4. Approval of Minutes of the Previous Meeting
5. *County Transportation Committee Updates*
 - i. *Ford*
 - ii. *Grundy*
 - iii. *Iroquois*
 - iv. *Kankakee*
 - v. *Livingston*
 - vi. *McLean*
6. Old Business
 - a. *Draft County Board resolution*
7. New Business
 - a. *Plan revisions*
 - b. *2010 Meeting Schedule*
8. Announcements/Request for Public Comments
9. Next Meeting – January 2010
10. Adjourn



The meeting was held at the Pontiac offices of the Life Center for Independent Living.

ATTENDEES Present Not Present Represented by proxy

Policy Members:

<input checked="" type="checkbox"/> Bette Rackauskas* McLean County	<input checked="" type="checkbox"/> Richard Joyce Grundy County
<input checked="" type="checkbox"/> Robert Scholl† Kankakee County	<input type="checkbox"/> Joel Moore Iroquois County
<input checked="" type="checkbox"/> Randy Berger Ford County	<input type="checkbox"/> George Knudsen Livingston County

Technical Members:

<input checked="" type="checkbox"/> Laura Dick* <i>SHOWBUS</i>	<input checked="" type="checkbox"/> Brian Blossom <i>Futures Unlimited*</i>
<input type="checkbox"/> Dorcilla Schoolman <i>Options-CIL</i>	<input type="checkbox"/> Elisabeth Dunbar <i>G/L/K Workforce Board</i>
<input checked="" type="checkbox"/> Dana Craig <i>Livingston LIFE-CIL</i>	<input type="checkbox"/> Cathy Grafton <i>Community Action</i>
<input type="checkbox"/> Debbie Scariano <i>NIAAA</i>	<input checked="" type="checkbox"/> Amy Wiley <i>Provena St. Mary's</i>
<input type="checkbox"/> Sara Wilham <i>ECIAAA</i>	<input checked="" type="checkbox"/> Sherey Zerbian <i>Community Foundation of Grundy County</i>
<input type="checkbox"/> Laura Zieger <i>Will/Grundy CIL</i>	
<input type="checkbox"/> Juliene Longworth <i>DHS-Rehab Services</i>	

*Committee Chairpersons †Committee Vice-Chair

Technical Advisors/Coordinators:

<input checked="" type="checkbox"/> Mike Lammey	<input checked="" type="checkbox"/> Jennifer Sicks
<input checked="" type="checkbox"/> Rick Nolan	

Also Present:

Mike Butler <i>Good Shepherd Manor</i>	Patrick McCarthy <i>Illinois Central School Bus</i>
Kathleen Doran, <i>VAC of Grundy County</i>	Elton Monson, <i>VAC of Grundy County</i>
Adeana Fox, <i>Futures Unlimited*</i>	Teri McWethy <i>MCCA</i>

PROCEEDINGS

1. CALL TO ORDER

Chairperson Bette Rackauskas called the meeting to order at 10:01 A.M.

2. ATTENDANCE

The Policy Committee had a quorum present. Attendance of the Committees was taken and recorded on the sign in sheet.

3. APPROVAL OF AGENDA

A motion to approve the agenda was made by Mr. Scholl and seconded by Mr, Berger. Motion carried.

4. APPROVAL OF MINUTES

A motion was made to approve the September 28th minutes by Mr. Joyce, and seconded by Mr. Berger. Motion carried.

5. COUNTY TRANSPORTATION ORGANIZATION UPDATES

Updates on the activities of the county transportation organizations were offered as follows:

- i. **Ford County:** Mr. Berger advised that the committee met on November 12th. On December 4th, the committee was advised that SHOWBUS will run two routes on Tuesdays and Thursdays, at 9:30 and 2:30. Efforts continue with CRCC and the probation office regarding transport issues. Mr. Berger also noted the impact of potential DCFS cuts in Ford and Iroquois counties. The committee has also discussed the need for publicizing the SHOWBUS services; Ms. Dick noted that brochures will be available at the beginning of the new year. The committee will next meet on January 7, 2010 in Paxton.
- ii. **Grundy County:** Ms. Zerbian advised that the county transportation organization continues to work through the ICCT process. The contract development group is documenting days of service and service locations for providers, to identify potential duplication. The public education committee is working on public information mechanisms for implementation. The focus will be on community social groups, such as the Lions and Kiwanis, and the use of public settings such as libraries, village halls and hospitals. Handouts will be made available to explain the process to the public, and the committee will push for media coverage and information. In the next six months, Grundy County expects to move forward to contracting with providers. One goal of the process is to consolidate services, so identifying duplication is an important task.

The group discussed the sequence of the ICCT process. Ms. Zerbian noted that it is intended to acclimate people to organizational changes, and to broaden public access. Ms. Rackauskas expressed interest in seeing the presentation being used by Grundy County to inform people about the process, as it might aid other counties.

Mr. Joyce noted that the goal is to evolve from the current system, which has separate providers serving discrete populations of clients, to a coordinated system that serves everyone and avoids duplications. Although there is no formal target date defined, it is hoped that implementation can be under way by the end of 2010. Mr. Joyce further noted that recovery act funding is being applied to the project, which includes improvements of shelters and benches. Ms. Craig noted that waiting areas as well as vehicles should be accessible, and that there should also be access to the waiting areas themselves. The Committee discussed the development of a standards-based checklist for the design and construction of accessible transit shelters and stops.

- iii. **Iroquois County:** Ms. Dick noted that increasing costs have led to program changes. ECIAAA has approved SHOWBUS as the recipient of funding which will support the fare structure. In the SHOWBUS service counties represented by ECIAAA, which

include Ford, Iroquois, Livingston and McLean, there is a \$5 round-trip fare within any county, and a \$7 round trip fare for trips outside a given county. Suggested donations help defray costs for Medicaid and other services.

Ms. Zerbian noted that control of costs can be aided by identifying duplicative services and consolidated service where possible.

Ms. Dick and Mr. Butler noted that agency closures, including reduced access to certain state agencies serving vulnerable populations, are putting increasing pressure on providers, as attempts to replace services in large geographic areas tax resources. In addition, closures are resulting in vehicles being essentially abandoned, with serious consequences for their maintenance and reliability for future service. Ms. Wiley noted that these issues influenced Provena St. Mary's decision to become involved with their transportation committee. Mr. McCarthy noted that coordination can be very difficult to achieve, even inside some organizations, which has complicated efforts to streamline service through methods such as grouping medical appointments. Ms. Craig and Mr. Monson agreed that internal institutional barriers exist to coordinating some services. Ms. Craig emphasized that both hospital administrative staff and physicians need to be educated about the importance of coordinated transportation for patients.

- iv. **Kankakee County:** Ms. Wiley advised that the committee met in November. Two major issues have emerged, service for veterans and accessibility. Ms. Wiley noted that Ms. Schoolman would be an important resource person for the Committees as they continue to address the matters at the regional level. She further noted concerns about providing adequate support for clients so that they can learn and navigate the system, without creating over-dependency; she noted that the system needs internal advocates to help people access services. The committee continues to investigate alternative funding sources.
- v. **Livingston County:** Ms. Craig advised that the committee did not meet during November. Ms. Dick advised that Livingston County has identified routes that SHOWBUS could serve should funding become available.

Ms. Dick noted that Region 8 has supported the idea of using New Freedom money for transit training to be provided through social service agencies, such as Options and LIFE-CIL. There is also interest in using grants to fund specialty vehicles which can transport people who cannot be accommodated in conventional transit and medical transport vehicles. Ms. Craig noted that the training referenced is important in promoting independence, and extended training may be required to aid some potential riders in using transit; however, no funding is currently available for such training. Ms. Rackauskas noted that a training program could use dedicated staff, rather than drawing from existing staff at participating agencies.

The Committees discussed methods for establishing such a training program and staff, noting the difficulty of identifying a qualified grant recipient, and the need to quantify the demand to inform the development of a project budget proposal. Ms. Craig will

investigate potential demand, and Ms. Sicks will request clarification from IDOT regarding applicant qualification.

- vi. **McLean County:** Ms. Sicks and Ms. Dick noted that the Transportation Advisory Committee last met on December 7, 2009, and will next meet on January 5, 2010. The Committee's recent discussions continue to focus on measures to identify and secure funding, and the timeliness of funding delivery. The Committee also continues work on updating the Bloomington – Normal human services transportation plan.

6. NEW BUSINESS

a. Draft County Board Resolution

The Committees briefly discussed the potential content of a sample Board resolution regarding the authorization of the county transportation organizations by the County Boards. Mr. Lammey noted that he has prepared a draft resolution for use in Kankakee County.

b. County Transportation Organization Structure and Membership

Ms. Sicks noted that she needed additional information on the county committees in order to update the Region 6 plan. Specifically, the discussion of the role of the county transportation organizations should include the operating name of each organization, identification of its authorizing authority, the names of the persons who serve as representatives to the regional Technical Committee, and contact information such as email, mailing address, telephone and similar information as available. Mr. Scholl noted that minutes of the various county transportation organizations should be on record with the relevant county government. It was noted that not all of the organizations were created by county governments, and that procedures might need to be formulated to ensure that records are properly kept and archived. The following details on the county organizations were provided:

Ford County: Ford County Region 6 HSTP Local Committee

This is an ad hoc committee of the Ford County Board, which includes Mr. Berger as a member. Participating agencies includes, SHOWBUS, ECIAAA, CRCC and the Probation Office. Mr. Berger provides reports to the County Board. The mailing address is at the Ford County Courthouse in Paxton.

Grundy County: Grundy Transit Stakeholders Committee

The committee operates under the aegis of the Community Foundation of Grundy County and the Grundy County Board. Sherey Zerbian is currently assigned to represent the group on the regional Technical Committee. Contact is through Ms. Zerbian at the foundation, or through Mr. Joyce as the County Board representative to the Policy Committee.

Iroquois County: Iroquois County Transportation Committee

The Iroquois group does not include a member from the County Board, but does include SHOWBUS and ECIAAA. Ms. Dick is currently the contact. More information will be needed on this group.

Region 6 Human Services Transportation Policy Committee

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Kankakee County: Kankakee County Transportation Committee

This is an ad hoc committee of the County Board, on which Mr. Scholl is a Board representative. Current contacts are Mr. Scholl and Mr. Lammey.

Livingston County: Livingston County Transportation Committee

This group is managed by the Pontiac LIFE-CIL office.

McLean County: McLean County Transportation Advisory Committee

The committee operates under the authority of the Regional Planning Commission, which in McLean County is a separate body not part of any of the local governments, but overseen by the County, the City of Bloomington and the Town of Normal. Its membership includes transit providers and social service agencies, and it is administratively chaired by Ms. Sicks, as the MPO transportation planner. Ms. Longworth was originally identified as a representative to the Technical Committee, but has been unable to attend.

Ms. Craig suggested that the detailed information, including the names of the representatives to the Policy and Technical Committees, should be added to the organizational chart; this was endorsed by Ms. Rackauskas. Ms. Sicks will redesign the chart.

c. Meeting Schedule for 2010

The Committees discussed a proposed meeting schedule for the coming year, noting that there is a general preference for less frequent regional meetings. It was noted that monthly meetings would be needed during the first quarter, to accommodate review of funding applications and adoption of plan revisions. For the remainder of the year, the Committees elected to schedule meetings every other month. It was noted that the schedule might require revision to accommodate future IDOT deadlines. The Committees agreed to the following meeting dates in 2010 and beyond:

January 25
February 22
March 22
May 24

July 26
September 27
November 22
January 2011 (date TBD)

Ms. Rackauskas and Mr. Nolan will initiate their county visits with Iroquois and Livingston counties, to encourage active involvement by the County Boards. Ms. Sicks will prepare a condensed version of the draft letter to the County Board chairs and members.

7. PUBLIC PARTICIPATION/ANNOUNCEMENTS

Ms. Sicks advised that there will be a round of funding applications for the JARC and New Freedom programs announced shortly, perhaps early in the new year.

The Committees noted that Ms. Wiley will be leaving the Technical Committee effective as of this meeting. The Committees expressed their thanks to Ms. Wiley for her regular, committed participation and thoughtful contributions to the work of the Region 6 Committees,

Ms. Rackauskas provided a review of the items discussed by the Committees, with action items and areas of investigation for the regional and county committees, as follows:

- Develop standard transit shelter protocol for accessibility
- Investigate insurance options for inter-county trips.
- Begin data collection on routes to enable regional route mapping.
- Investigate impact of group home closures on regional transportation system.
- Promote scheduling coordination for veterans' medical services trips.
- Conduct physician education regarding coordination of medical appointments and transit schedules, including scheduling multiple patients from facilities.
- Consider submission of New Freedom grant for regional transit user training program
- County organizations to determine needs in advance of next rounds of grant applications.

8. NEXT MEETING

There will be a JOINT MEETING of the Policy and Technical Committees January 25, 2010, to be held beginning at 10:00 a.m. at the Pontiac offices of LIFE-CIL.

9. ADJOURN

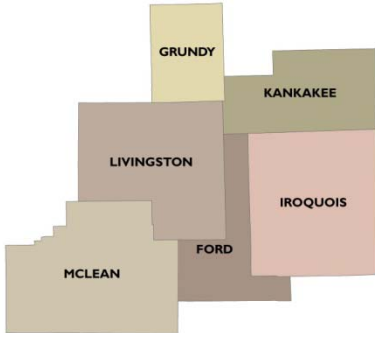
The meeting adjourned at 12:15 P.M.

Jennifer Sicks

McLean County Regional Planning Commission

Technical Advisor to the Region 6 HSTP Policy Committee

Proceedings of the Region 6
Policy and Technical Committees
2010



Illinois Region 6
Regional Policy and Technical Committees
for the Human Services Transportation Plan

Agenda

Monday, January 25, 2010

10:00 a.m.

Life Center for Independent Living
741 West Washington Street
Pontiac, Illinois 61764

Policy Committee

Randy Berger
Ford County

Richard Joyce
Grundy County

Joel Moore
Iroquois County

Robert Scholl
Kankakee County

George Knudsen
Livingston County

Bette Rackauskas
McLean County

1. Call to Order
2. Attendance
3. Approval of Agenda
4. Approval of Minutes of the Previous Meeting
5. *County Transportation Committee Updates*
 - i. *Ford*
 - ii. *Grundy*
 - iii. *Iroquois*
 - iv. *Kankakee*
 - v. *Livingston*
 - vi. *McLean*
6. Old Business
 - a. *Plan revisions*
7. New Business
 - a. *JARC and New Freedom proposals*
8. Announcements/Request for Public Comments
9. Next Meeting – February 22, 2010
10. Adjourn



The meeting was held at the Pontiac offices of the Life Center for Independent Living.

ATTENDEES Present Not Present Represented by proxy

Policy Members:

<input checked="" type="checkbox"/> Bette Rackauskas*	McLean County	<input checked="" type="checkbox"/> Richard Joyce	Grundy County
<input checked="" type="checkbox"/> Robert Scholl†	Kankakee County	<input type="checkbox"/> Joel Moore	Iroquois County
<input checked="" type="checkbox"/> Randy Berger	Ford County	<input type="checkbox"/> George Knudsen	Livingston County

Technical Members:

<input checked="" type="checkbox"/> Laura Dick* <i>SHOWBUS</i>	<input type="checkbox"/> Cathy Grafton <i>Community Action</i>
<input checked="" type="checkbox"/> Dorcilla Schoolman <i>Options-CIL</i>	<input checked="" type="checkbox"/> Amy Wiley <i>Provena St. Mary's</i>
<input checked="" type="checkbox"/> Dana Craig <i>Livingston LIFE-CIL</i>	<input checked="" type="checkbox"/> Sherey Zerbian <i>Community Foundation of Grundy County</i>
<input checked="" type="checkbox"/> Sara Wilham <i>ECIAAA</i>	
<input type="checkbox"/> Juliene Longworth <i>DHS-Rehab Services</i>	

*Committee Chairpersons †Committee Vice-Chair

Technical Advisors/Coordinators:

<input checked="" type="checkbox"/> Mike Lammey	<input checked="" type="checkbox"/> Rick Nolan
<input type="checkbox"/> Jim Greenstreet	<input checked="" type="checkbox"/> Jennifer Sicks

Also Present:

Kelly Barnes <i>OSF St. James</i>	Adeana Fox, <i>Futures Unlimited</i>
Mike Butler <i>Good Shepherd Manor</i>	Patrick McCarthy <i>Illinois Central School Bus</i>
Tina Cannon <i>Interpreter</i>	Elton Monson, <i>VAC of Grundy County</i>
Amy Carmack, <i>Good Shepherd Manor</i>	Teri McWethy <i>MCCA</i>
Kathleen Doran, <i>VAC of Grundy County</i>	

PROCEEDINGS

1. CALL TO ORDER

Chairperson Bette Rackauskas called the meeting to order at 10:00 a.m.

2. ATTENDANCE

The Policy Committee had a quorum present. Attendance of the Committees was taken and recorded on the sign in sheet.

3. APPROVAL OF AGENDA

A motion to approve the agenda was made by Mr. Scholl and seconded by Mr. Berger. Motion carried.

4. APPROVAL OF MINUTES

A motion was made to approve the December minutes by Mr. Berger, and seconded by Mr. Scholl. Motion carried.

5. COUNTY TRANSPORTATION ORGANIZATION UPDATES

Updates on the activities of the county transportation organizations were offered as follows:

- i. **Ford County:** Mr. Berger advised that the committee met very briefly, in light of poor weather. Attendees were asked to promote
- ii. **Grundy County:** Ms. Zerbian advised that the county is continuing the ICCT process with the Rural Transit group at Western Illinois University. The Contract Development Committee continues work on mapping, and the Education Committee is looking for avenues through which disseminate information to the public regarding the process and the anticipated service availability with their new system. The transportation system is expected to be in place by the end of the year, but there are many issues to work out in advance of that goal.
- iii. **Iroquois County:** Ms. Wilham is looking at assessment of needs and service gaps. ECIAAA has rolled SHOW BUS into their Iroquois County contract, although with no funding attached, which allows SHOW BUS to provide rides to seniors for a suggested donation rather than a set fee. Ms. Dick noted that SHOW BUS was also able to bring Iroquois County fees in line with other counties served through the Area Agency on Aging, which reduced costs to the riders. SHOW BUS has been able to extend service between Iroquois and Ford counties, and also provide service to the town of Rankin in Vermillion County. Ms. Dick noted that fees or fares contribute only a small portion of revenues, and further noted that even minimal fares can discourage ridership. However, relying on grant awards or service contracts to fund service carries risks, in that some funding streams are less stable than others. Ms. Dick noted that there should be further investigation of the impact of fees on disadvantaged and senior riders. There are also complexities in administering contracts that increase costs.
- iv. **Kankakee County:** Ms. Schoolman advised that the committee will meet on January 26th, and will hold officer elections. The committee continues to consider issues relating to veteran's issues, specifically in relation to access to services at Hines Hospital in Chicago and elsewhere. Ms. Wiley has resigned from the committee, which she had chaired since its inception. Mr. Lammey noted a disconnect between access for residential clients and others. He also noted that the County Board chairman will act on authorizing the committee to act on behalf of the county.
- v. **Livingston County:** Ms. Craig advised that the committee has not met since the last regional meeting. The committee is still waiting for word on funding, which may be forthcoming at the February 10th meeting. Ms. Craig suggested that efforts to institute bus training through a grant award be sought through the Statewide Independent Living Council (SILC), which could then administer the grant and the program statewide.

With respect to accessibility issues, Ms. Craig advised that she has been in contact with Doug Able of the Capitol Development Board, which works with the Office of the Attorney General, which in turn is responsible for enforcement and interpretation of ADA and the Illinois Accessibility Codes (IAC). IDOT has its own standards regarding accessibility, and confusion can arise in determining how the varying requirements should be applied. Mr. Able is prepared to write a cover letter regarding the application of the codes, which Ms. Craig will make available to the Committees, and which Ms. Sicks can forward to the regional coordinators throughout the state. Ms. Sicks suggested that it would be helpful to have confirmation from the Attorney General's office regarding the use and distribution of the letter, and suggested that IDOT be advised that this information should be provided statewide.

Ms. Craig also noted there will be a training seminar regarding changes in ADA and other accessibility standards, to be held in Springfield. Ms. Sicks will research the seminar and advise as to the applicability of the seminar for Region 6 participants.

- vi. **McLean County:** Ms. Sicks advised that the committee met on January 12th, discussed an initiative to encourage transitioning agency clients to transition from using agency-run transportation to using public transit. This concept has also been introduced into the revision of the Bloomington – Normal Urban Area plan. The committee also reviewed the urban area plan revisions.

6. OLD BUSINESS

a. Plan revisions

Ms. Sicks noted that any new information on needs assessment developed at the county level would be very helpful. She distributed the revised version of the organization chart with new information on the county committees. The revised goals will be forwarded to the Committee members for their use in preparing funding applications. Ms. Sicks also noted that updated information regarding the participants in Region 6 for inclusion in the plan.

The Committees discussed the schedule for reviewing and approving the plan revision and the funding applications.

7. NEW BUSINESS

a. JARC and New Freedom applications

Mr. Nolan discussed the Springfield application training session and distributed to the Committees the notes from the presentation given at the training. He advised that the primary contacts for further information are Dave Spacek and John Edmondson at IDOT. The applications are substantially unchanged from previous rounds. Mr. Nolan advised that resolutions can be submitted after the fact if necessary. The state is not imposing a limit on the number of applications from any one region. Ms. Dick advised that notice should be given shortly regarding prior applications under the consolidated vehicle procurement process, but agencies awaiting word on a prior application should probably re-apply.

Mr. McCarthy inquired about the involvement of economic development representatives in the Committees, particularly in connection with JARC programs, which serve an economic development function.

Ms. Dick advised that applicants planning to use Toll Revenue Credits as matching funds. Applicants should indicate any local matching funds available, and check the Toll Revenue Credit box in the application; IDOT will calculate the match; Ms. Dick noted that budget sheets in the applications may not balance as a result of this approach. Ms. Dick and Mr. Lammey also noted the importance of the certifications in the applications. Mr. Nolan reminded the Committees that programs started since August 5, 2005 are eligible for New Freedom funding. Planning projects are also eligible for funding, but IDOT suggested that such applications would be less well received. Successful applicants for any projects will be expected to report on progress.

The Committees reviewed the applications to be submitted for the new round grants under of New Freedom and JARC. There are as follows:

SHOW BUS will file a JARC application to fund a route on U.S. Route 24 to connect McLean, Ford and Livingston Counties, and provide access to employment.

SHOW BUS will file a New Freedom application to fund a voucher program to provide ride-along assistance, throughout the SHOW BUS service area, wherein the vouchers will be provided to agencies for distribution to clients. Ms. Dick noted that this program arises from demand documented in counties throughout the service area.

SHOW BUS will file a New Freedom application for a modified vehicle for use with riders who cannot be accommodated in a standard transit or medical transport vehicle, for use in all of the SHOW BUS service area. This proposal is based on a successful Arizona program, and would be a pilot program to develop a mobility management plan, operating funding and the modified vehicle. Ms. Dick and others noted a number of examples across the region of people requiring such a service, who are otherwise housebound.

SHOW BUS will submit a New Freedom application for increased service from Iroquois County to Kankakee, to cover operating costs.

SHOW BUS, through Kankakee County, will submit a JARC application for service between Momence and Kankakee, at an earlier hour to accommodate early shift workers.

Mr. Joyce advised that Illinois Valley Industries in Morris may submit a New Freedom application for a program that would transport 45 people per day. The Veterans' Assistance Commission of Grundy County is also expected to submit a New Freedom application for replacement vehicles.

Ms. Craig noted that there might still be a possibility that SILC would move forward with a statewide application for a training program. Ms. Sicks suggested that IDOT be consulted about structuring a statewide approach to the issue. Ms. Dick agreed that David Spacek at IDOT

Region 6 Human Services Transportation Policy Committee

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should be consulted about the proposal. Ms. Dick and Ms. Sicks noted that this program might lie outside the limits of the HSTP funding programs, and thus better managed at the statewide rather than regional level.

8. PUBLIC PARTICIPATION/ANNOUNCEMENTS

Ms. Dick advised that IDOT has issued a call for projects from the Downstate Transit Improvement Fund, only for recipients of DOAP funding. These applications are due February 19th.

Ms. Rackauskas summarized action items from the meetings as follows:

- Ms. Sicks will inquire regarding the ADA training and advise the Committees by email;
- Ms. Craig will pursue a letter regarding ADA, IAC and IDOT compliance and seek confirmation from the Office of the Attorney General;
- Plans revisions will be considered at the February meeting;
- Draft revised goals will be distributed to the Committees this week;
- County committee representatives will provide Ms. Sicks with the names of their county representatives;
- Ms. Rackauskas requests that each county committee provide a contact person for economic development issues.

9. NEXT MEETING

There will be a **JOINT MEETING** of the Policy and Technical Committees February 22, 2010, to be held beginning at 10:00 a.m. at the Pontiac offices of LIFE-CIL.

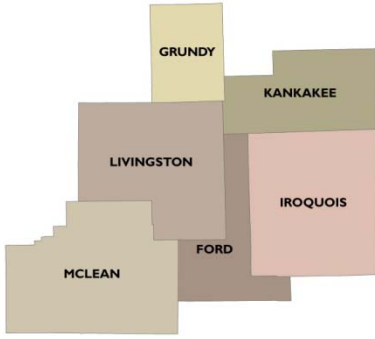
10. ADJOURN

The meeting adjourned at 11:49 a.m.

Jennifer Sicks

McLean County Regional Planning Commission

Technical Advisor to the Region 6 HSTP Policy Committee



Illinois Region 6
Regional Policy and Technical Committees
for the Human Services Transportation Plan

Agenda

Monday, February 22, 2010

10:00 a.m.

Life Center for Independent Living
741 West Washington Street
Pontiac, Illinois 61764

Policy Committee

Randy Berger
Ford County

Richard Joyce
Grundy County

Joel Moore
Iroquois County

Robert Scholl
Kankakee County

George Knudsen
Livingston County

Bette Rackauskas
McLean County

1. Call to Order
2. Attendance
3. Approval of Agenda
4. Approval of Minutes of the Previous Meeting
5. County Transportation Committee Updates
 - i. Ford
 - ii. Grundy
 - iii. Iroquois
 - iv. Kankakee
 - v. Livingston
 - vi. McLean
6. Old Business
 - a. Adoption of Plan Goals, Objectives and Strategies
 - b. JARC and New Freedom applications - discussion
7. New Business
 - a. Advertising County Transportation Organizations
8. Announcements/Request for Public Comments
 - a. LIFE-CIL 2009 Advancing Community Access Award
9. Next Meeting – March 22, 2010
10. Adjourn



The meeting was held at the Pontiac offices of the Life Center for Independent Living.

ATTENDEES Present Not Present Represented by proxy

Policy Members:

<input checked="" type="checkbox"/> Bette Rackauskas* McLean County	<input checked="" type="checkbox"/> Richard Joyce Grundy County
<input checked="" type="checkbox"/> Robert Scholl† Kankakee County	<input type="checkbox"/> Joel Moore Iroquois County
<input checked="" type="checkbox"/> Randy Berger Ford County	<input type="checkbox"/> George Knudsen Livingston County

Technical Members:

<input checked="" type="checkbox"/> Laura Dick* <i>SHOWBUS</i>	<input type="checkbox"/> Laura Zieger <i>Will/Grundy CIL</i>
<input type="checkbox"/> Mike Butler <i>Good Shepherd Manor</i>	<input type="checkbox"/> Juliene Longworth <i>DHS-Rehab Services</i>
<input checked="" type="checkbox"/> Dorcilla Schoolman <i>Options-CIL</i>	<input checked="" type="checkbox"/> Adeana Fox <i>Futures Unlimited</i>
<input type="checkbox"/> Dana Craig <i>Livingston LIFE-CIL</i>	<input checked="" type="checkbox"/> Sherey Zerbian <i>Community Foundation of Grundy County</i>
<input checked="" type="checkbox"/> Sara Wilham <i>ECIAAA</i>	

*Committee Chairpersons †Committee Vice-Chair

Technical Advisors/Coordinators:

<input type="checkbox"/> Mike Lammey	<input checked="" type="checkbox"/> Jim Greenstreet
<input checked="" type="checkbox"/> Jennifer Sicks	<input checked="" type="checkbox"/> Rick Nolan

Also Present:

Tina Carter <i>Morris Hospital</i>	Teri McWethy <i>MCCA</i>
Patrick McCarthy <i>Illinois Central School Bus</i>	

PROCEEDINGS

1. CALL TO ORDER

Chairperson Bette Rackauskas called the meeting to order at 10:02 A.M.

2. ATTENDANCE

The Policy Committee had a quorum present. Attendance of the Committees was taken and recorded on the sign in sheet.

3. APPROVAL OF AGENDA

A motion to approve the agenda was made by Mr. Berger and seconded by Ms. Wilham. Motion carried.

4. APPROVAL OF MINUTES

Minutes of the January 25, 2010 meeting will be submitted at the March meeting.

5. COUNTY TRANSPORTATION ORGANIZATION UPDATES

Updates on the activities of the county transportation organizations were offered as follows:

- i. **Ford County:** Mr. Berger advised that the committee had not met since the last regional meeting. Ms. Wilham attended the asset network meeting. Advertising the available services continues to be an issue, and it was suggested that posters and flyers be made available and distributed. Ms. Wilham noted that agencies with clients who might need SHOW BUS services could use flyers, such as those produced by SHOW BUS. Flyers are being given to clients entering social service and probation systems. There continue to be discussions with legislators regarding the closure of state social service offices, such as DHS, in Ford County.
- ii. **Grundy County:** Mr. Joyce reported that the transit stakeholder's group has been split into two groups, a contract groups that is working with the ICCT staff from Western Illinois University, and the education group that is preparing to do public information outreach to the smaller communities about the services available. These committees will be meeting jointly. The new bus obtained through a stimulus funding grant will arrive next month. Mr. Joyce advised that there will not be a funding application from Illinois Valley Industries, but that the Veterans' Assistance Commission of Grundy County might submit an application; Mr. Joyce will contact Mr. Monson regarding the status of the application. Mr. Monson has also consulted with Mr. Nolan regarding the application. Also, Tina Carter from Morris Hospital is present to advise regarding an application regarding the hospital's medical transport service.
- iii. **Iroquois County:** Ms. Wilham advised that the group meets once a month. Ms. Dick advised that at the last meeting the group review the applications that SHOW BUS intends to file, which were approved by the committee. There was a discussion about the need for door-through-door service, which the proposed voucher program would help support. Ms. Dick noted that the proportion of door-through-door service is growing, as SHOW BUS adds riders who have disabilities, and who need additional assistance. Ms. Dick noted that issues continue with formal representation from the County Board, in part because of reimbursement requirements. There may be involvement from a Board member with connections to the Area Agency on Aging. Mr. Berger inquired as to service to Rankin; Ms Dick advised that service is being publicized, but that it may take some time before people start to use the service. Ms. Dick advised that service in Iroquois County continues to grow, particularly in response to service needs from ARC of Iroquois County.

The Committees discussed the need to broaden understanding of the services SHOW BUS provides, and in particular confusion created by the name. Ms. Dick noted that changing the name has been discussed, perhaps as part of a change to a rural mass transit district, as suggested by the state.

- iv. **Kankakee County:** Ms. Schoolman noted that the committee held elections at its last meeting, and that she was elected chair and Mike Butler was elected vice-chair. The

committee also approved forwarding the SHOW BUS JARC grant to the regional level. Mr. Greenstreet advised that River Valley Metro now has a representative on the committee.

- v. **Livingston County:** Ms. Fox reported, in part from Ms. Craig's notes. The committee met on February 10th. They have identified a contact for economic development issues, as suggested at the January meeting. They continue to seek a County Board representative on the committee. The committee reviewed and approved the SHOW BUS JARC and New Freedom grants applicable to the county. There was discussion of a contract between the hospitals and SHOW BUS; currently the hospitals contract with taxi companies. It was noted that RSVP has volunteers available for after hours transport, although questions continue regarding insurance coverage. There will also need to be a survey to determine demand. The committee elected Ms. Craig as chair, and Ms. Fox and Ms. Kelly Barnes will serve as vice-chairs.
 - vi. **McLean County:** Ms. Sicks noted that the committee's February meeting was focused on approval of the revised goals and objectives in the urban area human services plan. Marcfirst will submit a New Freedom application for ridership training in using public transit, which reflects a new urban area goal to help transition private agency clients into the public transit system. Bloomington – Normal Public Transit will submit two applications, for replacement paratransit vehicles.
6. OLD BUSINESS
- a. Adoption Of Plan Goals

The Committee reviewed the proposed draft for the goals, objectives and strategies in the regional plan. Ms. Sicks noted that the revised goals reflect the direction decided by the Committees in its extensive earlier deliberations, and the revision of the regional committee structure based on the county transportation committee organizations. Ms. Sicks noted that she will create a chart of implementation steps to help the Committee track progress in

Mr. Scholl moved that the Committees adopt the revised goals, objectives and strategies as submitted, and was seconded by Mr. Berger. The motion was approved.

Mr. Scholl inquired as to whether there was an insurance company that might provide estimates of cost on a regional basis. Ms. Dick advised that there has been an effort to create a risk pool through the Community Transportation Association of America, which covers many smaller rural transit agencies, but the effort was stymied by the economic turndown. Ms. Rackauskas suggested a meeting with the risk management officer for McLean County about the issue.

- b. Discussion of JARC and New Freedom Applications

Ms. Sicks advised that she has received the following applications:

- incomplete New Freedom application from the Veterans Assistance Commission of Grundy County, requesting two vehicles, for which no budget has yet been submitted;
- New Freedom application for three years of operating costs from Morris Hospital, Federal share of \$123,399;
- JARC application from SHOW BUS for Kankakee County, Federal share of \$139,785;
- New Freedom application from SHOW BUS to fund a modified vehicle for persons unable to use conventional paratransit vehicles, Federal share of \$163,281;
- New Freedom application from SHOW BUS, through McLean County but on behalf of Kankakee and Iroquois counties, Federal share of \$49,554;
- New Freedom application from SHOW BUS for the voucher program previously detailed by Ms. Dick, Federal share of \$60,000;
- JARC application from SHOW BUS for the three county U.S. Route 24 service, Federal share of \$76,000.

The Committee discussed ways to assist the Veterans Assistance Commission of Grundy County in completing their grant application. Mr. Joyce will follow up with the staff at the VAC. The Committee also discussed the confusion regarding the use of toll revenue credits as matching funding as reflected in the grant applications. Ms. Dick noted that there may also be a public hearing requirement for applications seeking equipment. Ms. Sicks suggested that the March meeting of the Region 6 Committees will serve as a public hearing for the pending applications, and will be advertised and noticed as such. There will be legal notices placed by MCRPC, along with electronic notification of news organizations. This matter was further discussed under New Business. The public hearing will not require a court reporter; in other instances the proceedings of public hearings have been recorded and taken down in notes. Ms. Dick noted that the New Freedom and JARC applications did not include a sample public hearing notice. Ms. Sicks will make further inquiries regarding public hearing requirements under the Open Meetings Act.

Ms. Carter of Morris Hospital discussed the medical transportation provided by the program, which she manages. The program is funded through hospital operating funding and donations. The service is free, and uses six small buses seating around eight riders, to provide approximately 1300 trips per month, throughout Grundy County and into adjoining counties. The service includes medical transport, to the hospital or to physicians' offices or other healthcare related destinations. All vehicles are accessible. The service uses eighty volunteer drivers, and operates a door-to-door service Monday through Friday from 7 a.m. to 4:30 p.m. In addition to the driver, there is one volunteer per bus to provide assistance to riders. The funding application requests operating funding.

Ms. Carter and Ms. Dick discussed the routing software used by the hospital's program. The Committees also discussed potential funding sources for this and similar programs. Ms. Rackauskas noted that the funding for the Morris Hospital program may provide guidance for other programs in the region, and that this may particularly relevant for programs that are targeted to healthcare services.

7. NEW BUSINESS

a. Advertising for County Transportation Organizations

Ms. Sicks advised that McLean County Regional Planning will place legal notice classified advertisements regarding the March hearing on the Federal funding applications, which will also identify contacts in each of the counties. Where available, ads will also run on web-based media connected to the newspapers and other media outlets. Committee members suggested additions to the media contact list used to circulate meeting notices. There will also be information ads placed in main sections of papers. Ms. Rackauskas suggested that efforts be made to insure news coverage tied to the March hearing.

Ms. Rackauskas suggested that advertising regarding the Region 6 Committees and the HSTP process be placed in magazines provided to physicians' offices. Mr. Scholl noted that there should also be notices placed in hospital newsletters, and Ms. Schoolman suggested contacting Chambers of Commerce regarding including information in their newsletters.

The Committees discussed alternative methods for creating public awareness, including public access television and internet video posting. Ms. Rackauskas also encouraged the use of resources from colleges and universities, including seeking help from students in design and communications programs.

Ms. Sicks discussed the recently re-launched MCRPC website, and how Region 6 information will be posted. She will investigate whether the website can be used to host video, such as videos of presentations.

8. PUBLIC PARTICIPATION/ANNOUNCEMENTS

The Committee discussed the LIFE-CIL award to the

Ms. Dick noted that IDOT has requested that SHOW BUS submit expedited vehicle applications for Kankakee and McLean counties, although the McLean County application was later withdrawn. It is unclear if these applications need review by the regional committees. IDOT also issued a call for projects funded under the Downstate Operating Fund, which will require county-based approval of receipt of funds for applications already submitted.

Ms. Rackauskas provided a review of the items for future agendas, as follows:

In March:

- review and approval of applications for funding
- review and approval of final update of regional plan.

In May:

- further discussion regarding the Morris Hospital transportation program, to provide guidance to other programs in the region;
- further discussion about presentations made in Grundy County (for recording), and to be developed for use throughout the region,
- planning for a public information advertising campaign
- planning for soliciting assistance from colleges and universities in developing public information campaign.

Region 6 Human Services Transportation Policy Committee

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8. NEXT MEETING

There will be a JOINT MEETING of the Policy and Technical Committees March 22, 2010, to be held beginning at 10:00 a.m. at the Pontiac offices of LIFE-CIL.

9. ADJOURN

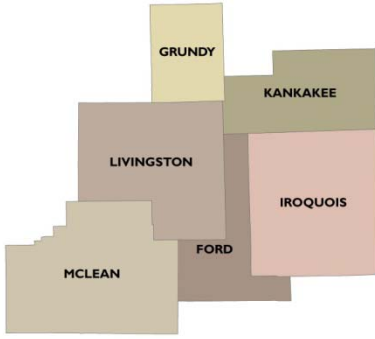
A motion to adjourn was made by Mr. Scholl, and seconded by Mr. Joyce. The meeting adjourned at 12:02 P.M.

Jennifer Sicks

McLean County Regional Planning Commission

Technical Advisor to the Region 6 HSTP Policy Committee

Regional Coordinator for Region 6



Illinois Region 6
Regional Policy and Technical Committees
for the Human Services Transportation Plan

Agenda

Monday, March 22, 2010

10:00 a.m.

Life Center for Independent Living
741 West Washington Street
Pontiac, Illinois 61764

Policy Committee

Randy Berger
Ford County

Richard Joyce
Grundy County

Joel Moore
Iroquois County

Robert Scholl
Kankakee County

George Knudsen
Livingston County

Bette Rackauskas
McLean County

1. Call to Order
2. Attendance
3. Approval of Agenda
4. Approval of Minutes of the Previous Meeting
5. County Transportation Committee Updates

i. Ford	iv. Kankakee
ii. Grundy	v. Livingston
iii. Iroquois	vi. McLean
6. Old Business
 - a. Adoption of Plan Update of March 2010
7. New Business
 - a. Grant Applications – New Freedom
 - i. SHOWBUS/McLean County: Training, Rider Vouchers
 - ii. SHOWBUS/McLean County: Modified Vehicle
 - iii. SHOWBUS/McLean County: Service Expansion in Iroquois and Kankakee Counties
 - iv. Morris Hospital: Operating Funding for Patient Transport
 - v. VAC of Grundy County: Vehicles
 - b. Grant Applications – Job Access Reverse Commute
 - i. SHOWBUS/Kankakee County: Early Service to Momence
 - ii. SHOWBUS/McLean County: Three-County Service via U.S. Rt. 24
8. Announcements/Request for Public Comments
 - a. LIFE-CIL 2009 Advancing Community Access Award
9. Next Meeting – May 24, 2010
10. Adjourn



