

Meeting Minutes

See Quarterly Meeting Attendance Tracking for who was present, excused or absent.

Lunch was served at 11:30 AM. The meeting was called to order by Bobby Sharpe at 12:05 PM.

Minutes of the December 13, 2019 meeting were reviewed. Barbara Meksch moved, and E'Lisa Smetana seconded, that the December 2019 minutes be approved as presented.

Performance Metric Report April 2018-March 2019 updated report was presented by Bobby Sharpe. As reported at the September & December meeting the draft report had discrepancies. All issues with the report have been resolved. The full compliance with the reporting standards was recognized. Region 7 was the only group to recognize this error which occurred with each regions report. The next statewide reporting will be submitted in April.

Plan 2017-21 Tracking Discussion

Brochure for Find My Ride, a Coordinated Regional Mobility Management process, was presented by Bill Dean. The stakeholders reviewed and discussed the sample version. The group wants the RCTP7 address to be 240 Cypress ST. Following discuss, a motion was made by Bill Dean, seconded by Rhonda Kelton, to print 3000 English and 1500 Spanish versions of the brochure. The motion carried without objection.

Stakeholder Retention and Recruitment Collateral discussion was led by Bobby Sharpe. Bobby has received guidance from Jessica Pena and will request an additional meeting to make sure that we stay in the proper lane with the items we want to develop for Stakeholder retention and recruitment without stepping into the non-allowable costs of marketing materials. Following discussion it was decided that we'd seek approval for the purchase of Flash drives with the RCTP7 logo imprint will be loaded with the Region 7 Plan and related documents, such as letter of commitment for participation, template for contact information, and matrix for Plan objectives and strategies implementation. The stakeholders went on to discuss and recommend for purchase and/or licensing for the following software tools to aid in the work of connecting with stakeholders: MailChimp for communications, Zoom for teleconferencing, and Survey Monkey for polling and consensus building.

WctxRides.com Widgets Update was provided by Mary Cooksey. The design, development, and quality assurance phases will take us to a projected launch date of April 6th. All the content lay-out has been decided now we are working on functionality and workflow. The need for an additional "widget" that would capture special populations data was discussed. It is believed this data on riders would position us in the future for making the case for ride cost funding assistance for example from Area Agency on Aging and the Veterans Administration. The request will be presented to Jessica Pena for viability under the guidelines of RCTP funding.

Transit Updates focused update: Transit Goals for 2020

Double Mountain Coach—Cherry Pittcock reported that their #1 goal for 2020 is to increase ridership, #2 is to dispel myth that people need to qualify to ride, #3 is to reduce deadhead hours.

City and Rural Rides—Rhonda Kelton reported that CARR will be hosting several public meetings, will change to a 24-hour booking lead in June, and are establishing a Monday, Wednesday, Friday Brownwood to Abilene regular schedule.

CityLink—Bobby Sharpe reports that CityLink is making a technology push. Bus stops are now on Google maps and soon will be on Apple Maps too. Real time tracking of bus location for riders is the target for this year. Install of enunciators on fixed route buses and a scheduling platform for the On-Call Service.

Disability in Action—Not present/No report.

Spartan Transportation— Not present/No report.

Private Transportation—Lynkup, Uber, Lyft, etc.—non present not report.

Additional information, questions, or comments:

TxDOT Jessica Pena reported that Coordinated Call closes February 14th at 5PM and March 17th is the deadline for RCTP Planning Grant proposal submissions.

Area Agency on Aging Alison Covington reported that Area Agency on Aging (AAA) has transportation funds available for consumers who at 60+ and live in West Central Texas. Call 325-793-8417 to get connected to services.

Adjourned at 1:18 PM by a motion made by E'Lisa Smetana and seconded by Rhonda Kelton. The next quarterly meeting of the Stakeholders will be Wednesday, May 13, 2020.

Respectfully submitted,
Mary Cooksey