

Cortland County Transportation Advisory Committee Minutes

**MINUTES**

JANUARY 22, 2024  
10:00AM

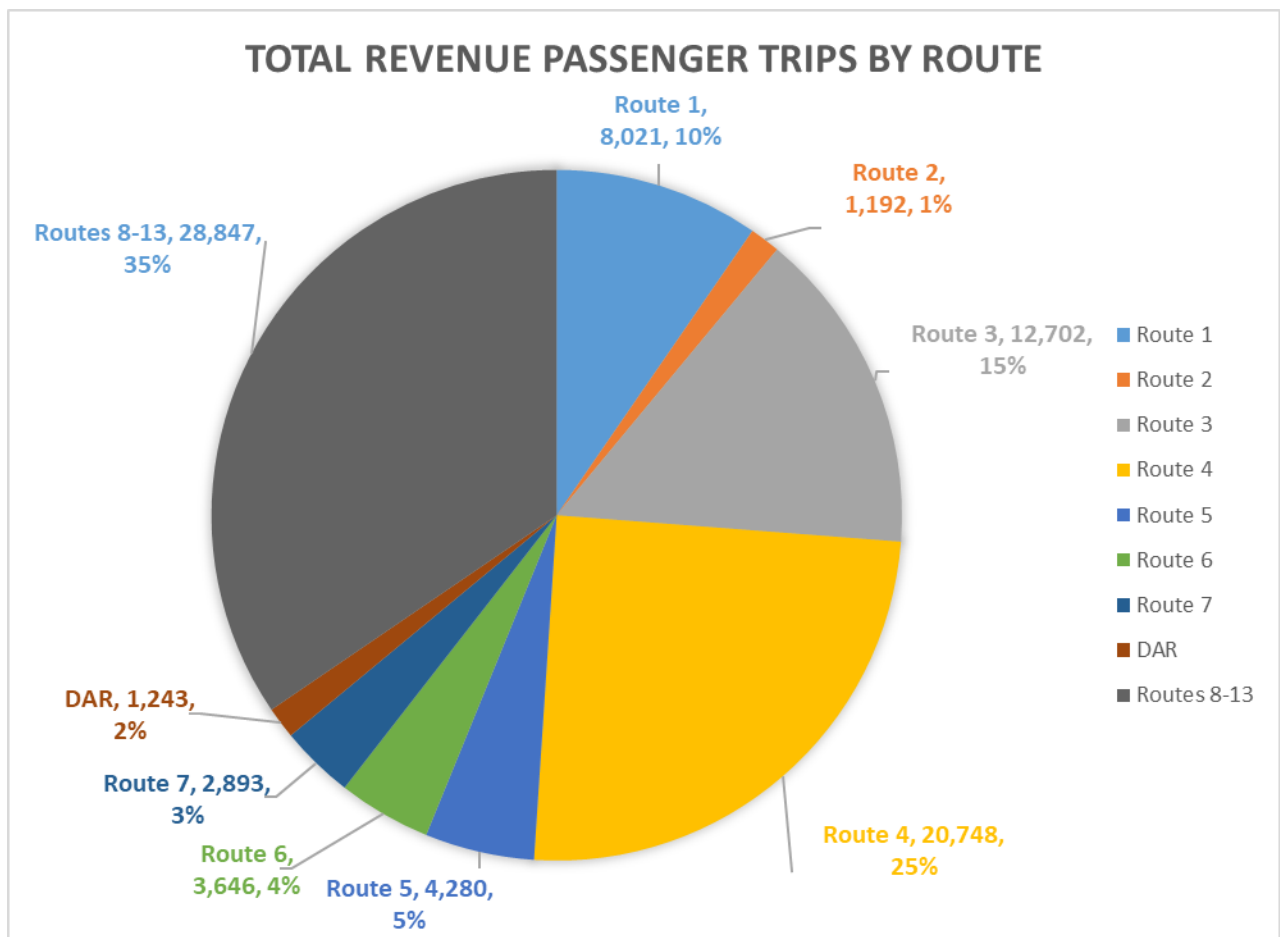
CORTLAND COUNTY OFFICE BUILDING

	<b>Facilitator:</b> Melissa Potter- Chair <b>Secretary:</b> J. Hillman
<b>MEETING CALLED BY:</b>	
<b>MEETING TYPE</b>	Organizational Meeting (quorum achieved with 9 appointed members)
<b>ATTENDEES</b>	<b>Appointed:</b> Tim Lockwood (27), Amy Buggs (27), Patricia Schaap (27), Shannon Coffin (27), Jackie Leaf (24), Christopher Maroney (24), Carrie Kane (25), Kirsten Parker (25), Alex Mikowski (25), Darese Doskal (25), Melissa Potter (Ex-officio), Ryan Reynolds (Ex-officio), Rob Corpora (Ex-officio), Beau Harbin (27) <b>Others:</b> Sign-in Sheet
<b>ABSENT APPOINTEES</b>	Brian Moore (24), Jennifer Hillman (24)
<b>ITEM #1</b>	<b>Introductions</b>
<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• Approve October 2023 Minutes</li> <li>• Motion: A. Mikowski</li> <li>• Second: A. Buggs</li> <li>• All in favor: All in favor</li> </ul>
<b>ITEM #2</b>	<b>Nomination/Election of Officers</b>
<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• Current Officers – Melissa Potter, Chair; Alex Mikowski, Vice Chair; Jennifer Hillman, Secretary</li> <li>• New Officer Nominations             <ul style="list-style-type: none"> <li>▪ Chair – Melissa Potter</li> <li>▪ Vice Chair – Alex Mikowski</li> <li>▪ Secretary – Jennifer Hillman                 <ul style="list-style-type: none"> <li>• Motion: A. Buggs</li> <li>• Second: K. Parker</li> <li>• All in Favor: All in Favor</li> </ul> </li> </ul> </li> </ul>
<b>ITEM #3</b>	<b>Establishment of Day and Time of Regular Meetings</b>
<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• April 15, 2024</li> <li>• July 15, 2024</li> <li>• October 21, 2024</li> <li>• January 27, 2025</li> <li>• Time of meeting has been 10am             <ul style="list-style-type: none"> <li>○ Motion: J. Leaf</li> <li>○ Second: K. Parker</li> <li>○ All in Favor: All in Favor</li> </ul> </li> </ul>
<b>ITEM #4</b>	<b>Review of By-Laws</b>
<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• Bi-Laws were sent ahead of time to review</li> </ul>

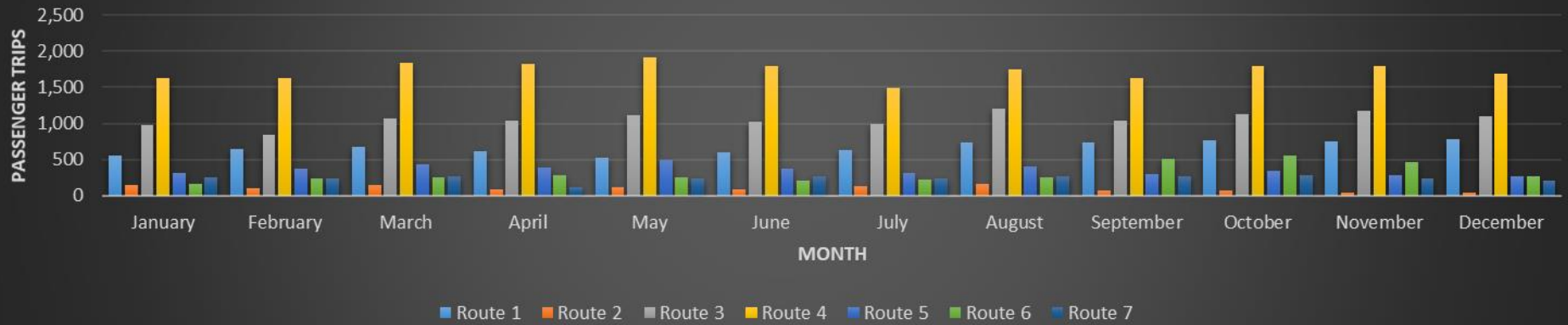
	<ul style="list-style-type: none"> <li>• No comments, concerns, or questions</li> <li>• Note for the minutes that they were reviewed</li> </ul>
<b>ITEM #5</b>	<b>Transdev Report - Ryan</b>
<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• Ryan provided feedback on 2023 ridership broken down by route compared to ridership from 2022. (Table provided)</li> <li>• There was an increase of 10,337 passenger trips in 2023. All routes increased ridership except Route 7, which decreased by 295 passenger trips.</li> <li>• February 1, 2024 – They will be offering dial-a-ride from 6am-5pm.</li> <li>• Providing charter service to Grace Brown House</li> </ul>
<b>ITEM #6</b>	<b>Mobility Management Updates</b>
<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• New Mobility Coordinator – Alicia Stevens!</li> <li>• Review of 2023 Ridership Data (Graphs provided); There was an increase in ridership, but still lower than pre-covid.</li> <li>• Cortland County received a Title VI Complaint in November 2023; complaint was resolved, but realized that there was a need for a formalized policy to outline acceptable behavior on the bus and what is and is not appropriate to bring on the bus.</li> <li>• New Passenger and Visitor Standard of Conduct Policy is in review to be sent to County Legislature in February for approval.</li> <li>• 5311 Award Update – no agreements yet. NYSDOT told us to expect to receive them in February.</li> <li>• We are getting RFPs ready to go: <ul style="list-style-type: none"> <li>○ Rebranding</li> <li>○ Operation &amp; Maintenance</li> <li>○ Transportation Facility (Design &amp; Engineering)</li> <li>○ Transportation Study</li> <li>○ Technology</li> <li>○ Electronic Farebox</li> </ul> </li> <li>• Closed out 2023 with doubling advertising revenue</li> <li>• Received 2 Lot K buses from 2021 order; waiting on 1 more</li> <li>• Inclusive Transportation Grant – applied for tier 1 for \$10k focusing on education and advocacy to improve transportation for individuals with disabilities, their families and caregivers. Expected award announcement is 3/18/2024.</li> <li>• Cortland County Strategic Development Plan – Melissa has been staying involved in the process and speaking with the consultant on transportation. Transportation will be weaved throughout the plan in multiple topics.</li> </ul>
<b>ITEM #7</b>	<b>MAS Updates</b>
<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• P. Schaap provided an update on Mental Health’s experience</li> </ul>

	<p>with MAS. We were able to transition Mental Health clients from local cab company to Cortland Transit for their MAS trips. While the transition was a little rough, everything has been going well.</p> <ul style="list-style-type: none"> <li>• A. Mikowski shared they ATI will be submitting a formal complaint to MAS. They had a MAS cab driver give a client a pill with fentanyl.</li> </ul>
<b>ITEM #8</b>	<b>Funding Opportunities</b>
<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• K. Parker for CAPCO are still working on the recent 5310 award they received. <b>They did apply for the recent 5310 application.</b></li> </ul>
<b>ITEM #9</b>	<b>Round Table</b>
<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• Health Department – Child Safety Seat Check Saturday, January 27<sup>th</sup> from 10-12 at the Homer Fire Department. There is also a Tech Coarse scheduled for May 14-17, 2024</li> <li>• CAPCO – 2 Drivers for the volunteer driver program; They are working through their recent 5310 award</li> <li>• SVHC - looking to secure funding for the Transportation for Employment and Supports for Health programs.</li> <li>• SUNY Cortland – Received pilot funding looking to evaluate student transportation. They are looking to increase student ridership; have a meeting soon to see when they can access funds. Working with Trisha &amp; Melissa on partnering with Transportation Study. SUNY Cortland will be starting an intersection project at the corner of Broadway and Pashley this summer. The project will take about 6 weeks and there will be detours.</li> <li>• Office of the Aging – Successful open house; anticipating an uptick usage of the bus.</li> <li>• JM Murray – Reported that for the whole year of 2023, they had 0 incidents on the bus with their clients.</li> <li>• ATI – Still selling bus passes; They are able to provide very limited transportation with their accessible vehicle on case by case basis.</li> <li>• Workforce – Job Fair March 14<sup>th</sup> for high school students at SUNY Cortland. Snow date is March 15<sup>th</sup> ; Need to look into transportation options for second shift work.</li> <li>• TC3 – Working with Tompkins County Strategic Development Plan and the transportation needs of their students.</li> <li>• Planning Department – Trisha and Melissa will be meeting with ICF Consultants through 511 on GIS data for Cortland County. The provided a presentation on the data to the Southern Tier 8 Planning and Economic Development Group.</li> <li>• Move Together NY Program – Jennifer Kusznir introduced herself as the new program manager with Way2Go Tompkins. She will working towards improving transportation access to medical care and employment, particularly in rural areas.</li> </ul>

	<ul style="list-style-type: none"> <li>Other – Discussion about on-demand service and looking into that as a transportation alternative. Also looking at the technology and if it could incorporate cab companies.</li> </ul>
	<b>Next meeting: April 15, 2024 at 10am Room 302</b>
<b>ADJOURN</b>	<p>The meeting ended at approximately – 10:45am.          Motion: A. Mikowski          Second: K. Parker          All in Favor</p>



### Revenue Passenger Trips by Route



### DAR Revenue Miles vs DH Miles

