

**Champaign County
 Rural Transit Advisory Group (RTAG)
*Special Meeting Minutes***

DATE: Thursday, April 4th, 2013

LOCATION: Jennifer Putnam Room, Brookens Admin Bldg., Urbana

Chair: Andy Kulczycki (*RTAG Voting +Proxy Voting)

Attendee	Organization
*Andy Kulczycki	Community Service Center of Northern Champaign County
*Stan James	Champaign County Board
*Elaine Palencia	Champaign County Developmental Disabilities Board
*Michelle Ramage	Rantoul City School District #137
*Seamus Reilly	Parkland College, Institutional Advancement
Rita Morocoima-Black	Champaign County Regional Planning Commission (CCRPC)
Eileen Sierra-Brown	Champaign County Regional Planning Commission (CCRPC)
Amy Marchant	CRIS Rural MTD
Kathy Cooksey	CRIS Rural MTD
April Brown	CRIS Rural MTD

Agenda

- I. **Call to Order** – Mr. Kulczycki called the meeting to order at 4:00 p.m.
- II. **Roll Call** – Ms. Brown called the roll. A quorum was established.
- III. **Audience Participation** – [None]
- IV. **Approval of Agenda** – The agenda was approved (Motion James, Second Ramage, Unanimous).
- V. **Approval of Minutes** – *Meeting of February 13th, 2013*
 On page one there was an instance where “Mr.” was used for a Mrs. Ramage. The minutes were approved as corrected (Motion James, Second Ramage, Unanimous).
- VI. **Special Business** –
 - A. **Senior Passport Program Funding (ECIAAA)** – This special meeting was called to notify RTAG about the cut and discuss how CRIS plans on addressing the funding changes. Ms. Marchant recapped a past letter sent out renaming the East Central Illinois Area on Aging’s (ECIAAA) transportation funding program - formally operated by CCRPC and called the “Rural Rider” program – to reflect the change in eligibility requirements for new riders

register as demand of existing registered seniors was out pacing the level of this funding source. [Seamus Reilly arrived here and checked-in after roll call.]

Since February RTAG meeting, CRIS received a notice from ECIAAA that federal spending sequester cut would result in a temporary stopping Champaign County's (approximately \$21,751) funded Senior Passport Program. This program allowed seniors to pay a suggested donation fare of \$2. Additionally, this ECIAAA grant cut will reduce the ability of Champaign County to pull down federal transportation grant funding, i.e. Section 5311, because it was used as a local match source. Therefore, there will be an increased reliance on using IL Downstate transportation funding as the sole local match for operating rural transit in Champaign County. In the handouts, CRIS sent a letter to the riders notifying them about the change. CRIS plans on continuing to allow seniors to pay at the discounted public fare rate of \$2 to C-U, but now these trips will be counted toward public trip totals starting on March 1st. Ms. Marchant was notified yesterday by ECIAAA that the senior transportation funding statewide would be a permanent ended for this grant source.

Ms. Sierra inquired how that would impact the overall funding levels. Ms. Cooksey responded that for each dollar received from ECIAAA grant, CRIS was able to leverage .65 cents of IL Downstate funding, and in order to make up for this gap – more state funding will have to be utilized as not all of the state funding was utilized last year, and CRIS will explore additional ways of increasing revenues, for example service contract revenue. IL Downstate works as the safety net for local match – even though it would be more beneficial to utilize it for purchasing needed vehicles.

Ms. Black inquired if Ms. Marchant had received the email from Stephanie Holderfield regarding senior transportation. Ms. Marchant indicated she had received it and apparently she had thought a deviated fixed route to Mahomet existed, but that there is interest in a bus stop being established.

- B. *General Public Transit Service Update*** – Ms. Black reported that the new intergovernmental agreement for FY13 was finally approved by IDOT-DPIT and adopted by the Champaign County Board. This document had to be updated in order for signature authority to be change back to the Champaign County, in order for reimbursement payments for rural public transit services to be processed. In addition to this change, Ms. Black pointed out a handout listing *Rural Public Transit Service Parameters* required by IDOT-DPIT to reflect the grant application CRIS submitted for FY13 on behalf of Champaign County. While, Champaign's system had been following the guidance provided during the ICCT Primer Process – with prioritized rural public transit to service the greatest need areas, based on completed surveys - IDOT-DPIT clarified that guidance was for only the initial year of service, because the funding levels awarded after the initial year was based on population with the rural general public transit was countywide (non-urbanized) operating 7am to 5pm; regardless of rolling stock capacity. Ms. Black quoted IDOT-DPIT as stating that Champaign County as the Grantee is responsible for ensuring the service is in compliance with the application submitted.

Therefore, Mr. Cameron Moore, Ms. Black, and Ms. Brown met with CRIS (Amy Marchant and Kathy Cooksey) and discussed necessary operational changes. CRIS agreed to make those changes and then CCRPC changed the intergovernmental agreement to reflect this, which was submitted to the County Board and adopted on March 21st.

CCRPC had already been analyzing the service for the rural mobility plan to look for efficiencies. To address the limited system capacity, CCRPC created a map of how to distribute vehicles throughout the county so that availability is countywide. Ms. Brown listed dispatching, scheduling, and coordination strategies that can be used to provide countywide service given the capacity limitation. Ms. Marchant noted that CRIS is already constantly negotiating trips to coordinate the greatest amount of service. Mr. James mentioned the growing demand in Ludlow, which was slow at first, but now all areas will be requesting service. Ms. Black pointed out the maps provided in the handouts and described how vehicles can be utilized across the county. Ms. Marchant described how the ICCT Primer Process did try to look at the best way to provide the service. Ms. Palencia asked if increased funding would be coming with this increased service. Ms. Brown indicated there was not extra funding. The group continued to discuss the logistics involved. Ms. Marchant described the need for backup vehicles and flow of trip demand. It was agreed that the group would check in how progress was going on in the first month then a meeting would be called. Ms. Marchant described how rides would start transitioning over the month of April and that by May 1st all the new services are rolled out to make sure things are running smoothly before advertising more widely the increases in services. CRIS has been proactive with the vehicle applications; however, the production rate of these awarded vehicles is slow. There may be an increase in trip denials if vehicle capacity results in trip requests being turned away.

Ms. Brown noted that a new oversight plan, referred to as PCOM, but this was not required to be in place by January 1st, 2014.

VII. Announcements – None

VIII. Audience Participation – None

IX. Adjournment – Meeting was adjourned at 4:55 PM. Next meeting is on May 8th, 2013 at 4:00 PM in the John Dimit Room.

Quarterly transportation service reports are completed based on the State's Fiscal Calendar. Stats below can be reconciled as needed, as a paper based scheduling system.



Champaign County Rural Transit Advisory Group (RTAG) FY13 Third Quarter / January 1st – March 31st Public Transit Service Report (CRIS)

Total Trips Provided = 4,163 - The table below reflects the numbers reported by CRIS for Champaign County transportation services:

- **Month** – The three calendar months occurring in that quarter.
- **Types of Trips** – Total number of trips, broken out and classified on destination per month, which includes: Medical, Personal, Shopping, Social, Employment, Educational, and Miscellaneous.
***Trips to return home are classified by the trip's purpose preceding it. For example, if goes to a doctor, then afterwards to a grocery store before returning home; then these trips would be classified as 1 medical and 2 shopping.*
- **Total Trips** – A trip is one unit of service (i.e. one person starts/ends a ride by entering and exiting a vehicle).
- **Total Days** – Total service days (M - F) that CRIS was operating within a month (* indicates holiday(s) occurred).
***3/25/13 – Transit start-time delayed due amount of snow fallen the night before.*
***Starting May 1st general public rural transportation service will be opened countywide (i.e. the data below does not reflect this).*
- **Average Trips [Per Day]** – Total trips divided by total days.
- **Services** – Lift: Number of trips requiring a lift to be used & 60+: Trips indicate total senior rides provided.

Month	Types of Trips							Total Trips	Total Days	Average Trips	Services		Trips Denied
	Medical	Personal	Shopping	Social	Employment	Education	Misc.				Lift	60+	
Jan	477	235	87	281	331	74	0	1,485	21*	70	157	723	18
Feb	466	161	74	233	340	88	0	1,362	18*	76	129	639	20
March	431	185	90	218	309	82	1	1,316	21**	63	101	593	12

Total Miles Driven = 59,874 - The table below reflects the Champaign's CRIS vehicle capacity and services provided:

- **Number of Vehicles** used for transportation services within Champaign County (excluding service contract vehicles);
- **6, 12, & 14 passenger** references number of rider seats per vehicle in service (all vehicle have an ADA lift); and
- **Total Miles** driven by vehicles within a month.

Month	6 passenger	12 passenger	14 passenger	Total Miles	Total Days
Jan	2	0	6	21,603	21*
Feb	2	0	6	19,736	18*
March	2	0	6	18,535	21**

Total New Champaign Registered Riders = 88 - The table below reflects new registered riders in FY 13's 3rd quarter.

Residency is based on the provided home address's zip code:

- **5311** – A rider's travel that starts or ends in the rural general public service area.
- **5311D** – A rider with one or more disability, who qualifies for the \$2 fare.
- ****RR (60+)** – A *Rural Rider* is someone over the age of 60 that qualifies for suggested donation of \$2 countywide (this program was previously based at CCRPC senior services).
- **CCNH** – A rider's travel that starts or ends at the Champaign County Nursing Home.

Key	**Special Report Notes Below	Identified Areas with Most Need++	Awareness Effort Needed Starting May 1st
------------	-------------------------------------	--	--

Zone	Areas	New Riders FY13 – 3 rd Q				Totals Prior Q3	Total Rider To Date
		5311	5311 D	**RR (60+)	CCNH		
Rural Zone #1	Foosland					0	0
	Fisher					13	13
	Dewey					4	4
	Ludlow++			1		8	9
	Rantoul++	43	8	1		637	689
	Thomasboro++					12	12
	Penfield					3	3
	Gifford++					11	11
Rural Zone #2	Royal					0	0
	Ogden					1	1
	Saint Joseph					15	15
	Homer					9	9
	Sidney			1		1	2
	Allerton*					0	0
	Broadlands					0	0
	Longview					0	0
	Philo					3	3
Rural Zone #3	Pesotum					1	1
	Ivesdale					0	0
	Sadorus					0	0
	Tolono**					15	15
Urbanized Area	Savoy					3	3
	Urbana	3	1		25	199	228
	Champaign					40	40
	Bondville					0	0
Rural Zone #4	Seymour					1	1
	Mahomet					23	23
Champaign County		Total New Registered Riders = 88				999	1,087
<i>**Other counties who have used CRIS within Champaign County</i>						15	1,102

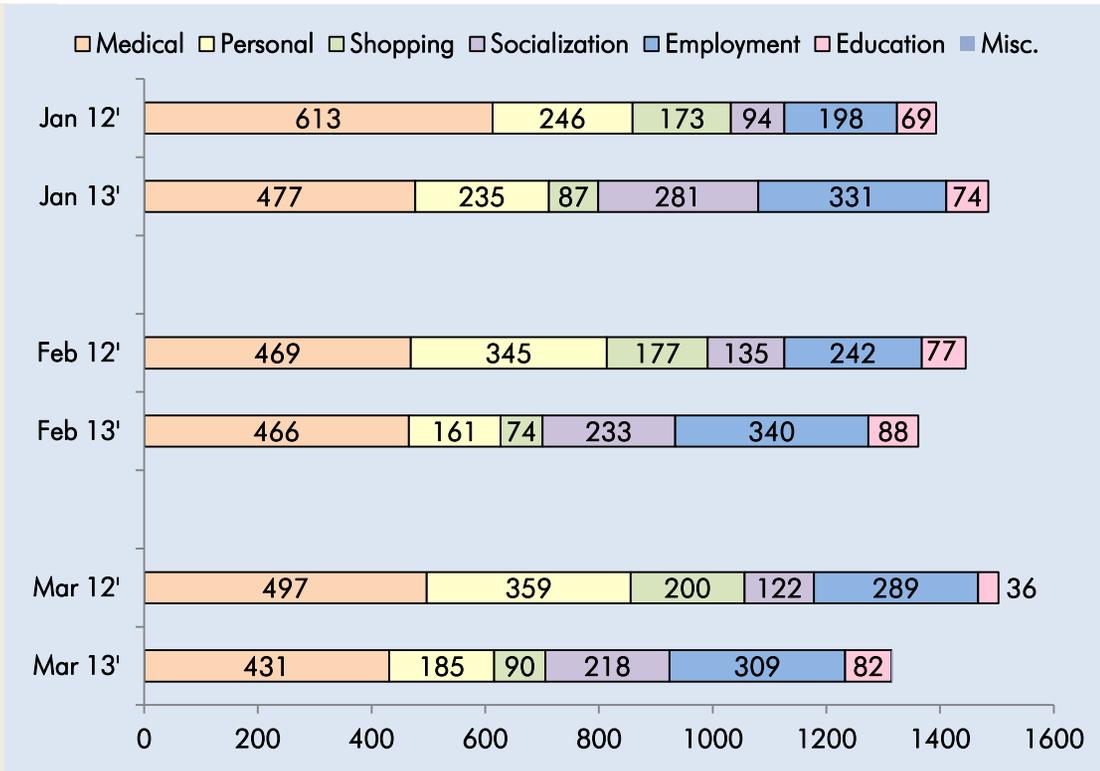
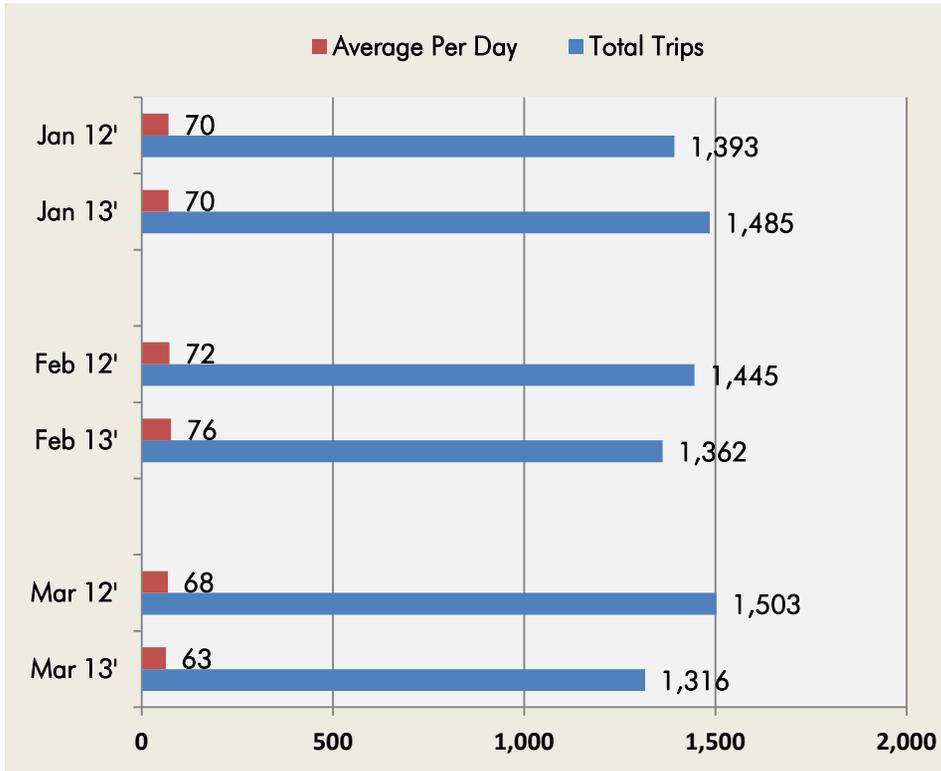
****Other Registered Riders** – When a rider registers to lives in a town that is outside the service area of Champaign County. But they are using the service within the area. In other words – the following towns listed are not necessarily served by Champaign Rural Transportation funding – i.e. no trip destinations were provided to these places by CRIS – they just happen to be residents from other counties and traveled within Champaign County at some point in time. This includes: Armstrong (1), Des Plaines (1), Hillsboro (1), Oakwood (2), Monticello (3), LeRoy (4), Danville (2), & Decatur (1).

****RR(60+)** – Due to federal funding cuts, Rural Rider will end on March 1st; therefore, riders will now be counted within general public registration and will be required to pay at a minimum the discounted fare, currently at \$2.

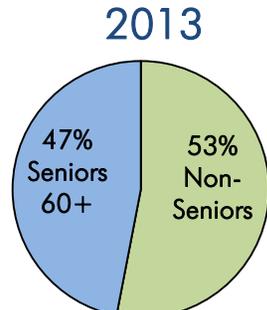
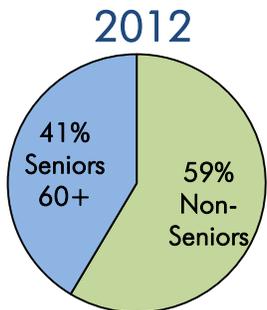
Service Trend Chart 5-8-13

Third Quarter Comparisons 2012 vs. 2013

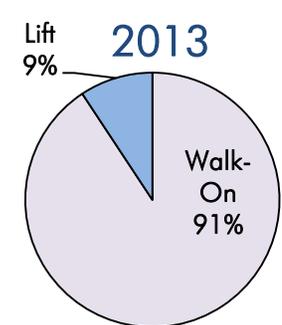
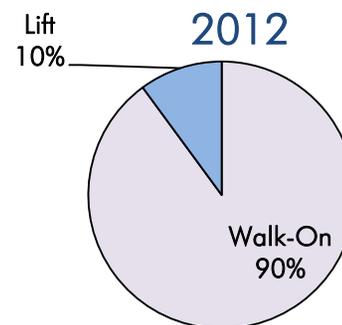
January – March



Senior Trips

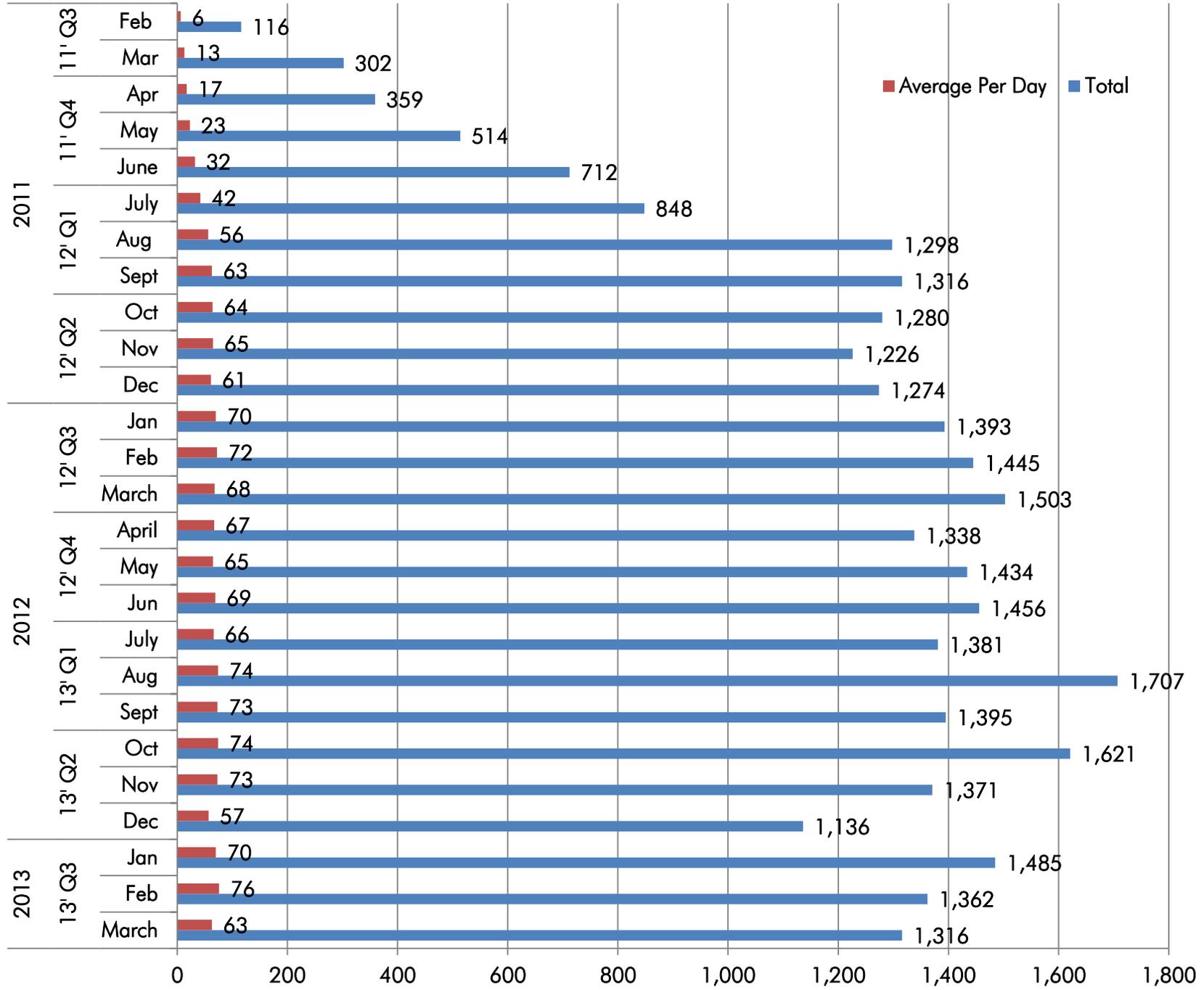


Lift-Used Trips



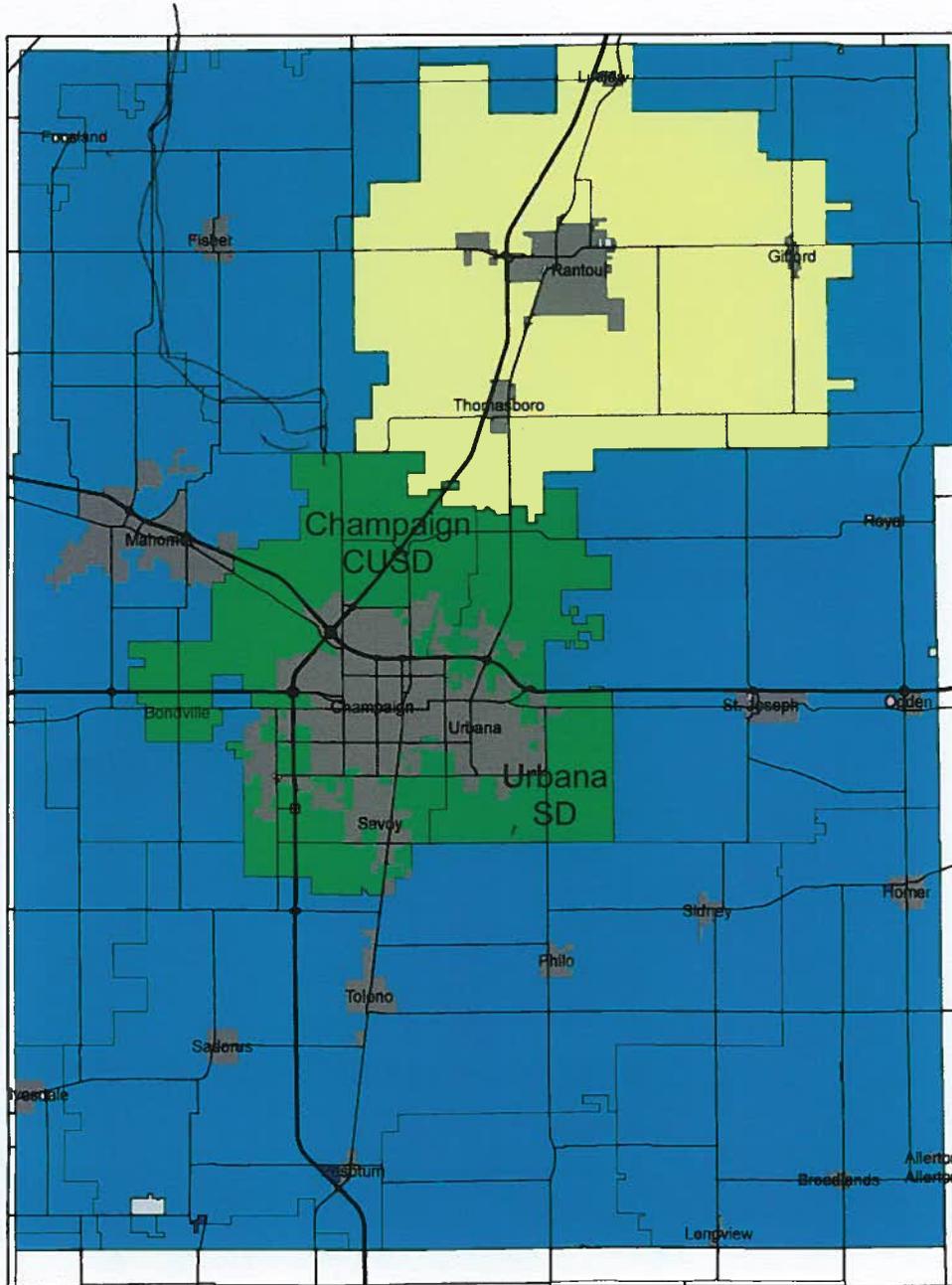
Overall Trip Totals & Averages Per Day

Service Trend Chart 5-8-13



Service Trend Table 5-8-13

Year	Month	Total Trips	Average Per Day	Medical	Personal	Shopping	Socialization	Employment	Education	Misc.
2011	May	514	23	254	56	50	90	18	44	2
	June	712	32	356	96	45	69	113	33	0
	July	848	42	444	122	72	82	111	17	0
	August	1,298	56	693	156	105	133	184	27	0
	Sept	1,316	63	582	208	136	111	205	74	0
	Oct	1,280	64	477	258	142	110	204	89	0
	Nov	1,226	65	458	240	191	100	169	68	0
	Dec	1,273	61	509	246	216	93	182	28	0
2012	Jan	1,393	70	613	246	173	94	198	69	0
	Feb	1,445	72	469	345	177	135	242	77	0
	March	1,503	68	497	359	200	122	289	36	0
	April	1,338	67	442	349	136	120	267	24	0
	May	1,434	65	571	277	135	177	249	25	0
	June	1,456	69	591	360	119	159	195	32	0
	July	1,381	66	521	284	163	164	247	2	0
	August	1,707	74	575	416	179	202	306	28	1
	Sept	1,395	73	484	287	74	197	273	75	5
	Oct	1,621	74	553	345	99	259	271	92	2
	Nov	1,371	73	442	242	94	283	237	73	0
	Dec	1,136	57	405	160	103	240	195	33	0
2013	Jan	1,485	70	477	235	87	281	331	74	0
	Feb	1,362	76	466	161	74	233	340	88	0
	March	1,316	63	431	185	90	218	309	82	1



CRIS Rural Mass Transit District
Champaign County Fare Schedule

Over Age 60 or Disabled:

All Zones - \$2.00 each way

Clients under age 60:

Yellow to Yellow
\$2.00 each way

Yellow to Green
\$5.00 each way

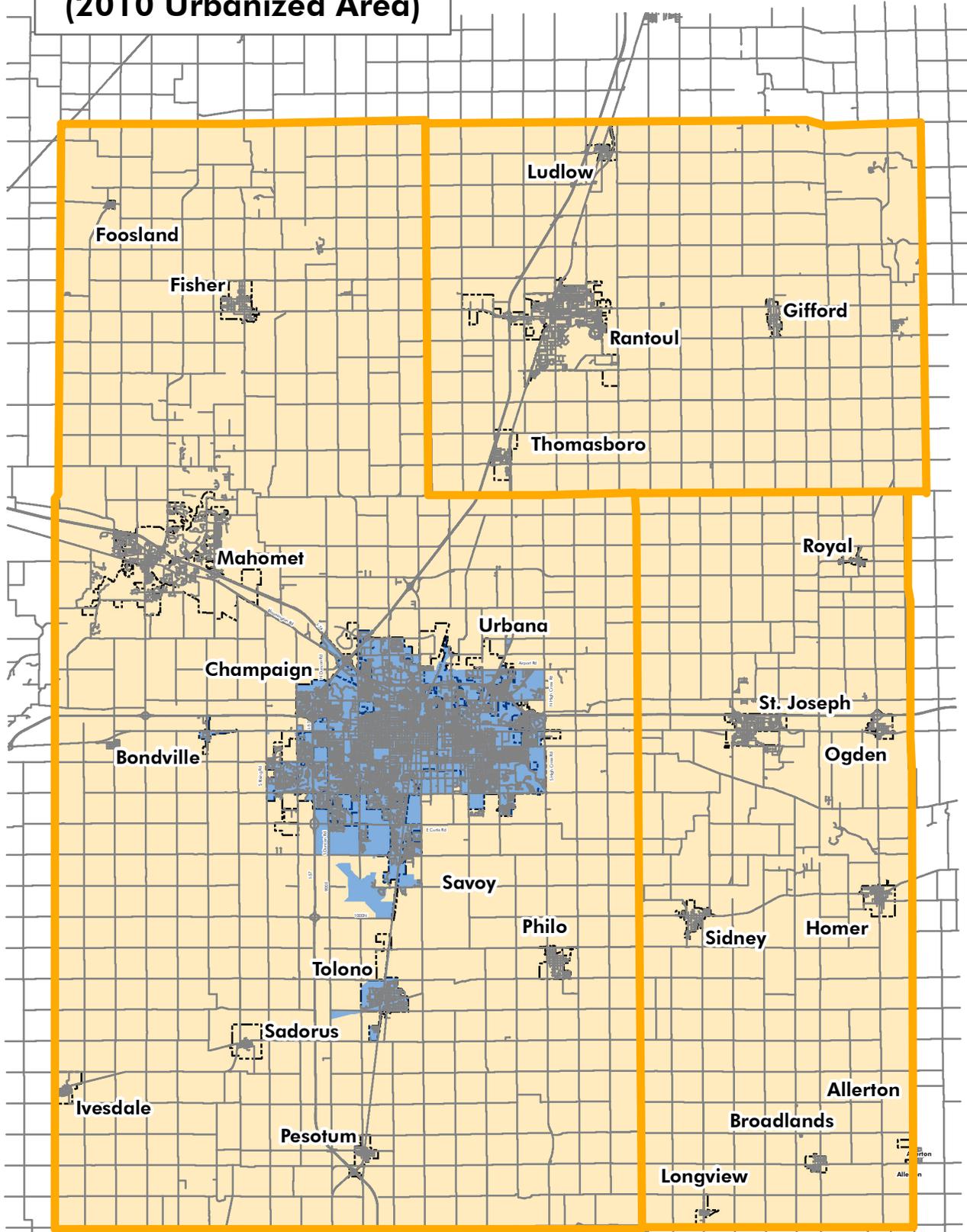
Yellow to Blue
\$5.00 each way

Blue to Green
Service not available

Children 12 and under:

All Zones - \$1.00 each way
(when Accompanied by an adult)

Champaign County Demand-Response Zones (2010 Urbanized Area)



Legend

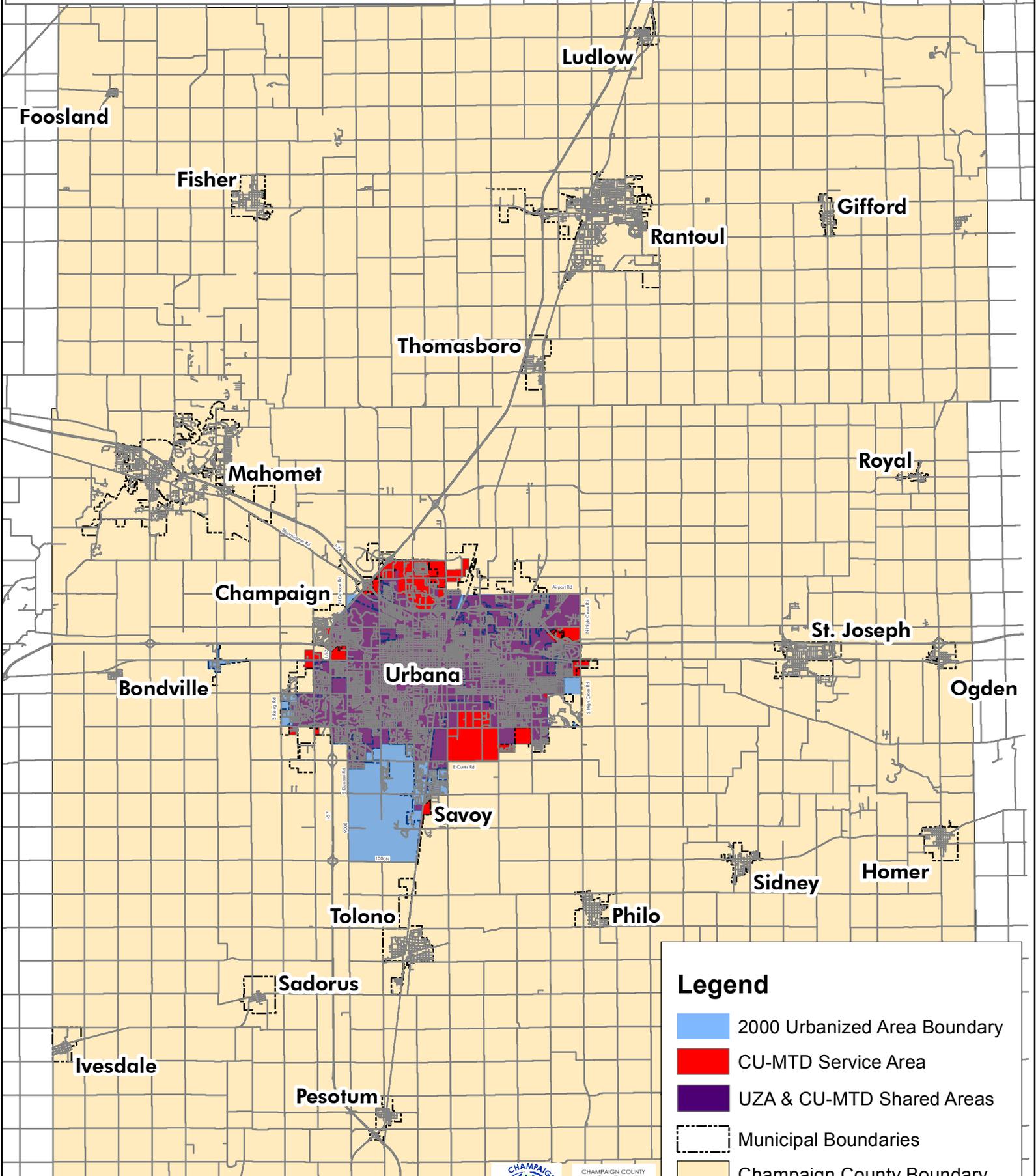
- 2010 Urbanized Area Boundary
- Municipal Boundaries
- Champaign County Boundary
- Streets
- Demand-Response Zones



0 2.5 5 10 Miles



Champaign County Service Area (2000 Urbanized Area)



Legend

- 2000 Urbanized Area Boundary
- CU-MTD Service Area
- UZA & CU-MTD Shared Areas
- Municipal Boundaries
- Champaign County Boundary
- Streets

