

# REGION 8 HUMAN SERVICE TRANSPORTATION PLAN (HSTP)

## TECHNICAL & POLICY COMMITTEE MEETING

Date: Thursday, June 16, 2016

Time: 10:00 a.m.

Place: Arcola Community Center, Arcola

### TECHNICAL COMMITTEE MEMBERS PRESENT:

Larry Fisher (CCAR Industries), Drew Bargmann (C-CARTS), Kim Adair (CIPT/CEFS-EOC), Amanda Honn+ (CTF), Amy Brown (CRIS Rural MTD), Joe Rasmussen (Crosspoint Human Services, Inc.), Brad Parks (DSC), Amanda Hyde (ECIAA), Patrick Harness (Health Alliance), Stacy Flick+ (HRC Edgar & Clark), Lynnette Ashmore (LifeLinks), Alissa Dozier (Macon Resources), Paul Cook (Moultrie County Beacon), Avi Laird+ (Pace, Inc.), Tom Colclasure (SCCS), Emily Dobson (SAIL & Independence Pointe)

### POLICY COMMITTEE MEMBERS PRESENT:

Harley Bennet (Clark County), Jackie Chism+(Coles County), Luke Parr (Cumberland), Bill Wagoner+(Douglas County), Gary Minich (Macon County), Paul Cook+ (Moultrie & Beacon Counties), Al Manint (Piatt County), Barbara Bennett (Shelby County) and Jerry Prideaux (Vermilion County)

### STAKEHOLDERS PRESENT:

Mike Carlson (DSC)

### CCRPC STAFF PRESENT:

Zoe Keller, HSTP Coordinator, and Debbie Peterik, Recording Secretary

*Please note: The (\*P) or (\*T) symbol above represents a voting technical or policy member agency; the (+) symbol represents a proxy voting representative.*

## MEETING MINUTES

### *CALL TO ORDER*

The meeting was called to order at 10:00 a.m.

### *ROLL CALL*

Ms. Keller called the roll. Quorum for both the Technical and Policy Committees were present.

### *APPROVAL OF AGENDA*

Technical: Mr. Colclasure motioned to approve the agenda as presented. Mr. Harness seconded the motion. The motion carried unanimously.

Policy: Mr. Minich motioned to approve the agenda as presented. Mr. Manint seconded the motion. The motion carried unanimously.

### *APPROVAL OF DRAFT MINUTES FROM THE TECHNICAL & POLICY MEETING OF MARCH 17, 2016*

Technical: Ms. Brown motioned to approve the minutes. Mr. Harness seconded the motion. The motion carried unanimously.

Policy: Mr. Bennet motioned to approve the minutes. Mr. Minich seconded the motion. The motion carried unanimously.

## *NEW BUSINESS:*

### A. Consolidated Vehicle Procurement (CVP) Application Presentations:

Ms. Keller commented that ten applications were received; six from Human Services agencies and four from 5311 providers. Twenty six vehicles were requested: eight minivans, one light duty, 14 medium duty and three super medium duty. The requested vehicles totaled \$1,567,000.

- CCAR Industries is replacing two of their vehicles for a total cost of \$82,000: one mini-van and one car will be replaced with two mini-vans. Mr. Fisher commented that CCAR Industries has been very fortunate to have coordinated many of their bus routes so that they were not in a high need for buses. One of the vehicles that is being replaced is an old 15 passenger car van that has been modified with a wheelchair lift. This vehicle is housed at one of the newest group homes that was built specifically to hold people in the large electric wheelchairs. All of the floors of the car van have been reinforced and all of the doors were made wider. A mini-van is needed for more access for wheelchairs because when the group goes out, there are seven big wheelchairs at a time. The group home requires several mini-vans and buses to accommodate the trips they take.

The other mini-van will be used for the Client Family Support program. This program helps approximately 100 people live on their own or live with their family. This mini-van will allow the staff to take the individuals to their appointments and shopping. Each of the eight staff members are assigned a sedan or mini-van to drive the individuals where they need to go. In addition to people using wheelchairs, there are also individuals that are in advanced age or weight issues that are transported that find the ramps on the mini-vans useful for their mobility.

- Central Illinois Public Transit (CTF) is replacing three vehicles for a total cost of \$198,000: one mini-van, one light duty and one super medium duty with the same types of vehicles. The vehicles they are replacing are all 10-15 years old with high mileage. Ms. Honn felt that CTF faces the same challenges as CCAR Industries. When CTF Industries has had wheelchair inspections, the feedback received is that the lifts are older and are not meant for the heavy duty wheelchairs. CTF uses the super medium vehicles which require a CDL license. CTF travels a good distance on a daily basis and the super medium vehicles are helpful in picking up the 15 individuals. The super medium vehicles also would allow CTF to spread out their service area beyond Coles County.

Ms. Keller commented that the new vehicles are now equipped with lifts that have bigger capacity, but encourages the staff to make smaller trips so that their clients could use the ramps rather the lift. Ms. Keller also commented that there has been discussion on making the super medium duty vehicle a low floor vehicle which would be a huge saving on the fixed route programs.

- Crosspoint Human Services is replacing two mini-vans with new mini-vans for a total cost of \$82,000. Mr. Rasmussen discussed the fact that Crosspoint Human Services has been fortunate in the last few years to be awarded a couple of light duty bigger vehicles, but their focus now will be using the mini-vans to increase efficiency. The use of the mini-vans with a ramp will provide a safe and reliable service, providing more community access. The ramp on the mini-vans will be more accessible for clients that are aging within the system that have disabilities. Mr. Rasmussen confirmed more frequent trips work for the staff and agency. Ms. Keller commented that there are agencies that have difficulties in getting people where they need to go because of their start times and the number of trips.
- Moultrie County Beacon is replacing a super medium duty vehicle with a medium duty vehicle for a total cost of \$63,000. Mr. Cook indicated that they would like to replace their super medium duty. They found out that the cost to repair is slightly over what the vehicle is worth; out of parts and out of service as far as maintenance issues. We strive at the agency to get our population out in to the public as a main goal. The number of people with wheelchairs per house, it kind of hard to do that; three wheelchairs on a vehicle at one time. They have several houses that have three wheelchairs and then ambulatory people as well. The new vehicles will allow for more mobility and ease up some

of our routes times. There is a limit of one hour on a bus. With a waiver, the time can be extended; operators need time to get the wheelchairs off of the buses.

- Macon Resources is replacing a 1998 super medium duty vehicle that has almost \$200,000 miles with a medium duty vehicle for a total cost of \$63,000. Macon Resources services individuals with disabilities. The new vehicle will be used to transport the over 98 percent of individuals that come to their agency. They service about 800 individuals during the year.
- Shelby County Community Services (SCCS) is replacing three medium duty vehicles with three medium duty vehicles for a total cost of \$189,000. SCCS has a cooperative arrangement with CIPT to bring people that are out of town into the SCCS developmental training program. The vehicle replacements will replace the three vehicles that CIPT operates for SCCS to provide service on the out of town routes. The arrangement between SCCS and CIPT is that SCCS provides the vehicles and CIPT runs the routes for SCCS. CIPT maintains the vehicles but they charge SCCS a per ride special rate which makes for a balance agreement.
- C-CARTS is asking for two super medium duty vehicles and one medium duty vehicle to replace two medium duty vehicles and one mini-van vehicle for a total cost of \$263,000. \$63,000 of the cost will come from the Section 5310 funds. The two larger vehicles will be from the Small Urbanized funding. Mr. Bargmann commented that C-CARTS is in the process of completing an agreement with the Village of Rantoul which will provide a deviated fixed route service. Outside of Champaign-Urbana, the Village of Rantoul is the second largest population center in Champaign County, making up approximately 60-65 percent of the ridership census. The super medium vehicles will be used to transport those people that make the commute back and forth within the village as well as to Champaign-Urbana.
- Coles County recently took over Douglas County and is requesting one medium duty and one 14 passenger expansion vehicle. Douglas County is asking for three medium duty expansion vehicles. Currently, Coles County and Douglas County have been sharing vehicles. A larger fleet will solve the capacity issue and allow for better service throughout both counties.
- Shelby County (CIPT) is a seven county region. CIPT is requesting six replacements: three medium duty vehicles and three mini-vans as their current vehicles all have high mileage. Ms. Adair commented that CIPT has grown in the last three months; the ridership has been higher than the last three years. CIPT has just finished their maintenance facility in Shelby County which will be a full service maintenance facility where they will repair their own vehicles. In addition, CIPT will be starting to run service six days a week from 6:00 a.m. to 8:00 p.m. Monday through Saturday and many holidays.

Ms. Keller commented on the replacement cycle of vehicles. It is uncertain how the budget will affect the CVP cycles and process. Ms. Keller suggested that agencies with larger fleets focus on developing a plan for replacement by estimating how long an agency's current vehicles will last and determine how to replace those vehicles efficiently. Typically, there is at least a year and a half wait time for the new vehicle replacements.

- Vermilion County has applied for four medium duty vehicles. CRIS is eligible for section 5339 because their rides being in the rural area. CRIS is interested in expanding and increasing ridership. They would like to increase their fleet to accommodate their denials. CRIS has the funds in their budget to hire more drivers. CRIS is currently providing 51,000 rides per year. The goal is to increase ridership by 20%.

## **B. Agency Updates: Discussion on Budget Impacts, Service Needs, Opportunities for Coordination:**

Ms. Honn commented that over the summer the agency has increased their volunteer opportunities. The CTF staff includes seven one-on-one individuals that follow community based schedules. The volunteers check into one of the day program centers to pick up the staff that is going to be with them throughout the day. The volunteers spend their day volunteering between Douglas and/or going to work. They report back to the program center to check out on the census for the day at 3:30 p.m. The entire fleet is on the road approximately 70% of the day driving in town or sometimes farther distances.

### *Macon Resources*

A typical day for Macon Resources is transporting about 98% of their clients. Throughout the day the individuals are transported into the community for community outings. About 80% of the individuals go to day programming into the community. Ms. Keller inquired about the merger with Independence Pointe. Ms. Dozier indicated that it was going well.

### *Cumberland County*

No report

### *CCAR Industries*

CCAR reports that they continue to be busy. Most of the funding CCAR has now is through the Medicaid system. Their general budget is being maintained, but some of the smaller programs are experiencing some problems because there is no state match which is a \$40,000 decrease in funds. One of the programs has now become a competitive bidding program. CCAR has split that program with Camp New Hope which is a recreational facility. They have submitted an application where the funds will be used for a program that is affordable.

CCAR uses many vehicles, but they have not been able to expand due to the difficulties at Eastern University. CCAR provides service to college students and the freshmen enrollment has declined from 1,500 students to 750 students.

Mr. Fisher discussed the waiver. They go through the phase of granting and denying the transportation waiver. Previously, the waiver was denied. The waiver allows for an individual to stay on the bus for more than an hour. In the rural area, by the time you pick up 20 some people, load up their stuff and get them ready for the trip, the route can take over an hour, because of the population; the people you are loading on the bus are either seniors or people with disabilities; many with very severe disabilities.

### *SCCS*

Mr. Colclasure commented that SCCS is facing many of the challenges that CCAR is facing. SCCS services individuals with disabilities that work with assistance. Funding for respite services has become competitive and many agencies are no longer able to provide that type of program. SCCS has found that worker's compensation is providing bigger training opportunities, which can lower premium rates and lead to a better worker's compensation experience.

### *HRC*

HRC is waiting for IDOT to release four 14 passenger vehicles. These vehicles have been out of service for many years. There was a vehicle fire, but no one was hurt.

### *Moultrie County Beacon*

Moultrie County Beacon is also facing many of the issues that CCAR and SCCS is currently facing. Much of their client population requires one-on-one assistance causes issues. There is currently a long waiting list of individuals that require placement and services. They do serve a lot of the Amish population. The goal of Moultrie County Beacon is to put their clients out in the community. They have several group outings where all of the individuals attend which makes it difficult to coordinate; multiple trips are made. CIPT is used for many of the routes.

Ms. Keller inquired if Moultrie County Beacon had thought about opening another Community Integrated Living Arrangement (CILA). Mr. Cook commented that it is doubtful that they will open up another CILA. If another CILA were opened, it would be preferred that it was an Amish CILA with more of a rural setting. There are currently

Amish in their houses. A barrier, however, would be the necessity that the staff member have a high school diploma.

### *Piatt County*

Piattran has seen an increase over the last two or three months; there is no longer a demand for services for Friday evenings and Saturdays. They have entered into a pilot program where they have hired part time drivers to fill those hours. They have also received two contracts: Kirby Hospital and the nursing home.

### *Health Alliance*

We have many State of Illinois people with insurance problems. When travelling, Mr. Harness is faced with tales of woe, finding that some people are worse off than others. Secondly, he is finding that Social Services are not in a position to grow due to funding issues.

### *Clark County*

Clark County is part of the Rides Mass Transit District that expands from the Ohio River through Edgar County. Seventeen counties are involved. The Rides organization has been expanding, particularly in Clark County. Ridership has increased monthly. No new facilities have been added. Ridership has shown an increase due to the fact that the county is right on the border of Indiana. Transportation is provided for the universities in Indiana as well as the hospitals. Many of the clients of Rides Mass Transit include dialysis and cancer treatment patients. If there is space on the bus, Rides Mass Transit is able to provide additional customers rides to shopping or other appointments.

There are problems with getting funds from the State, and IDOT wasn't passing through federal dollars for a while, until downstate Rides Mass Transit engaged in a lawsuit. Funds have now been received. Ms. Keller commented that it was interesting that Rides has been going into Indiana six days a week. Historically, it can be really difficult to get the approvals and determine the state and federal requirements for going inter-state.

### *C-CARTS*

Mr. Bargmann explained that the Village of Rantoul is in the process of going through a long term planning process to address issues in the community. There are some very high poverty rates and a lot of rental housing in the Village of Rantoul. The new approach is to take a holistic approach. C-CARS became involved to help with transportation.

C-CARTS is also working with Development Service Center (DSC) to help with some of their rural routes; some of the passengers; met once or twice to discuss some of the problems they are both facing. Hoping to be successful with that as well.

### *LifeLinks*

Ms. Ashmore commented that LifeLinks is an outpatient mental health center located in Mattoon. They currently serve over 3,200 individuals a year and have one IDOT vehicle that is used primarily to transport individuals with a severe mental illness to a physiological rehab program, but is also used for medical appointments. There have two CILA group homes for individuals with mental illness. The van is also used to meet program requirements to integrate those individuals to facilities. In addition, the agency rents or leases some small vehicles or mini-vans to transport people to doctor's appointments and other outings. Dial-a-Ride provides services to clients coming to LifeLinks for appointments during the day depending on the timeframe.

Another issue that is a challenge to LifeLinks is that many individuals that are served are actively psychotic and this makes the community uncomfortable. The Individual replacement and support (IPS) program helps put the individual that has a mental illness into the work force. It has been a very successful program, but transportation is a problem getting the individuals to and from work. Dial-A-Ride has been able to help with the program.

The agency has recently retained a license to provide different substance abuse treatments which will expand the client base.

Like other agencies, the budget impasse has affected LifeLinks. All of the capacity grants that are due LifeLinks have been eliminated, reduced or not paid for the whole fiscal year. Although LifeLinks has managed the year,

the psychiatric services grant has been eliminated, and Medicaid does not reimburse enough to pay for the cost of a psychiatrist.

LifeLinks is part of a brand new grant program in the state of Illinois called First Episode Presentation. It is a program paid with federal dollars that is designed for individuals who have experienced the first episode of psychosis between the ages of 14 and 40. The strategy of the program is to get involved earlier to for a quicker recovery; they can get on the road to recovery much quicker.

### *SAIL*

Soyland Access to Independent Living (SAIL) is one of 22 centers for independent living in the state of Illinois. SAIL serves individuals with all different types of disabilities and in all age groups. Many of the centers for independent living do not have the same capability. The SAIL staff will refer individuals to a more appropriate center if their needs and goals cannot be met at the SAIL center.

Ms. Dawson mentioned one of the programs that SAIL is in the process of submitting a grant for the Bureau Blind Services (BBS) program which has gone competitive. The BBS program serves people over the age of 55 who are blind or legally impaired. SAIL provides service to over 100 people per year that are in the BBS program. The goal is to keep them independent in their own homes and functioning in a way that they want to function. Of those 100 people per year, approximately 95% of them will still be living in their own homes at the end of the year; the oldest person serviced, living in her own home, is 102. BBS has been a highly successful program, and it is hopeful that the grant will be awarded so that SAIL can continue the program.

The Community Reintegration program is a program that helps individuals move back into the community; individuals who have been in a nursing home, who need assistance getting set up in a new home. The Home Services Program helps train personal assistants to go out into the home and assist individuals who are unable to do certain things for themselves such as laundry or cooking.

Another program is the Youth Transition Program that works with families that have children between the ages of 14 and 22 to meet some of the goals of their lives; to work with other people in the community to socialize, bills, advocate for the students who require services, and transition people into post-secondary education or post-secondary programs.

Effective July 1, the SAIL center will be closed on Friday which means a 20% cut in salary and work day for the staff.

### *Vermilion County*

No report

### *Coles County*

No report

### *CRIS*

CRIS is picking up two vehicles on the 22<sup>nd</sup>. A judge has asked CRIS to design a contract for a program to transport offenders to and from their court dates. CRIS is also part of the 2025 Vermilion County overall plan.

### *Pace, Inc.*

Pace is an independent living agency. Recently, the staff was reduced by 20%. Of the remaining staff, 25% were reduced from full time to part time. The remaining staff are furloughed on the second and fourth Fridays of the month.

Secondly, insurance costs were increased by approximately 20%. Pace has committed to keeping the most services open that affect the most number of people. Ms. Laird thanked the other agencies for helping with their transportation needs.

### *ECIAAA*

ECIAA serves 16 counties in East Central Illinois. The program that seems to be the most affected by the budget impasse is Senior Information Services which is the designated provider in every county in the 16

county territory. The Senior Information Services program provides information, referral and assistance to seniors. When Information and Referral is impacted and services are reduced or eliminated that impacts people that relate to the transportation as well.

### *Shelby County*

The PCOM for Shelby County is also with the Emergency Management Agency (EMA) and they are working on plans to use a totaled bus for a fire demonstration. The demonstration would allow drivers to see just how quickly a bus burns up, and emphasize that the first priority is getting passengers off the vehicle. The demonstration would also be an opportunity for drivers to use a fire extinguisher, to get familiar with how to pull the pin, etc. Ms. Adair said that the demonstration would happen on a Saturday in October and all other agencies are welcome to attend.

### *Piattran*

Piattran works with all human service agencies, the general population, the aging, senior trips and also coordinates with Showbus.

### *DSC*

Although the budget impasse has affected the Development Service Center (DSC), DSC has been able to continue to provide full service, but it is uncertain what the future will hold. DSC has started to be proactive. C-CARTS will be assisting DSC. As the overall state and country tries to get away from workshops and more individualized type of day program, it does mean that more transportation resources are needed. DSC is slowly transitioning to those of activities. We are increasing our services out in the community, but not at a pace people would like them to.

### *Crosspoint Human Services*

Crosspoint Human Services provides provide developmental disability services and mental health services. Due to the budget impasse, the grants have not been paid, but Crosspoint Human Services is still able to provide service to their clients. Crosspoint Human Services used CRIS and Danville Mass Transit for their clients which include both independent individuals as well as those that require individualized services. There is a staff turnover due to the rate of pay. The foundation of the business is to have quality people on their staff and they have to be trained. When you invest months into training someone, and they don't work out it becomes a huge financial loss. Ms. Keller asked if the state is asking Crosspoint Human Services to raise wages without providing them extra funding. Mr. Rasmussen stated that the state is expecting Crosspoint Human Services to provide service at the level of funding that has been there for a long time.

### *Douglas County*

Mr. Wagoner commented that this is the first year the county board has been more hands on since they have been with Dial-A-Ride than with the previous provider. There is a lot of opportunity for growth and service in Douglas County. Coles County has been very good in letting Douglas County borrow their vehicles, which is helpful, but it would be better to have our own vehicles.

### *Macon County*

Mr. Minich commented that ridership has been growing. They were expecting to put up a satellite shed in either southern DeWitt County or northern Macon County to continue to expand services, but funding is unknown. There is a hiring freeze in Macon County. Two years ago Macon County had built up a "rainy day" fund with enough money to pay 6 months' worth of bills. That fund is now empty and it is uncertain where the money for payroll will come.

## C. Region 8 HSTP Update:

- Ms. Keller is in the process of updating the data on measures of effectiveness since the last plan was put in place, and hoping to have the plan ready for review at the next meeting in September.

- Ms. Keller commented that once the goals and objectives have been updated for the new plan, Ms. Keller will create a data sheet that will be related directly to the plan.

#### *COMMITTEE ANNOUNCEMENTS*

The next HSTP meeting will be on September 15 at the Lifespan Center in Charleston.

#### *AUDIENCE PARTICIPATION*

None

#### *ADJOURNMENT*

**There being no further business, Mr. Colclasure of the Technical Committee made a motion to adjourn the meeting. Mr. Harness seconded.**

**Mr. Minich of the Policy Committee made a motion to adjourn the meeting. Mr. Parks seconded. Upon vote, the motion unanimously carried.**

**The meeting was adjourned at 12:00 p.m.**