



## Human Services Transportation Plan (HSTP)

**Date:** Thursday, June 21, 2018

**Time:** 10:00 a.m.

**Place:** Arcola Center  
107 W. Main Street  
Arcola, IL 61910

**Members Present:** Technical: Larry Fisher, Susan Love, Mike Brown, Kaycie Sanders, Tim Ard (Proxy), Joe Rasmussen, Brad Parks, Patrick Harness, David Fiscus (Proxy), Lynette Ashmore, Lisa Benton (Proxy), Jherilyn Hutton (Proxy), Christina Smith, Debra King, James Jankowski (Proxy), Laura Dick, Emily Dobson  
Policy Committee: Luke Parr, Bill Wagoner (Proxy), Jerry Potts (Proxy), Roger Glazebrook, Ray Spencer, Barbara Bennett, Kelly Lockhart

**Members Absent:** Technical: Drew Bargmann, Kevin Bushur, Amy Brown, Amanda Hyde, Ken Polky, Alissa Dozier, Paul Cook, Jermaine Raymer, Tom Colclasure  
Policy: Bradley Clemmons, Jim Mikeworth, Jay Dunn

**Staff Present:** Kristen Gisondi, Debbie Peterik

**Others Present:** David Patton, Heather Moulton, Nathan Nichols

### MEETING MINUTES

Subject to Review and Approval

- I. Call to Order – the meeting was called to order at 10:02 a.m.
- II. Roll Call – Roll call was taken and a quorum was declared present.
- III. Agenda
- IV. Approval of Minutes
  - Technical Committee: Ms. Love motioned to approve the HSTP minutes from the March 15, 2018 meeting. Ms. King seconded. The motion carried unanimously.
  - Policy Committee: Mr. Spencer motioned to approve the HSTP minutes from the March 15, 2018 meeting. Mr. Fiscus seconded. The motion carried unanimously.
- V. New Business
  - A. Presentation on Medicaid Transportation in the Managed Care setting by RIDES MTD representatives  
Following are highlights and comments from the presentation given by Karen Vinyard and Debra King:
    - As of April 1, the State of Illinois has changed the way agencies process Medicaid. They have changed to a Managed Care Organization (MCO). There are five MCOs and three transportation providers for those MCOs. Because there are three transportation MCOs, there are three different sets of rules, processes to go through, how they bill, how to account for the claims, etc.
      1. **Secure:**
        - o Secure handles Molina Healthcare.



- o The credentialing process is to fill out an application and then Secure visits the facility to look at one vehicle.
- o The billing process is easier. Secure sends the company the trip, the company bills trip and the process is complete. The check payment is received without any detail, but a report can be downloaded to see what was billed and who is being paid.

2. **LogistiCare:**

- o Covers Blue Cross Blue Shield and Illini Care.
- o Currently, LogistiCare faxes a trip sheet which includes the level of service and mileage, but does not include a price. Rides Mass Transit manually figures the price by the LogistiCare decoder pricing system.
- o The trip sheets must be signed by the driver and the client so that payment can be received.
- o LogistiCare does not have an electronic spreadsheet that can be downloaded that would show what trips are scheduled for the month. A company would have to print these sheets daily.

3. **MTM:**

- o MTM is the most difficult company to deal with because of their credentialing system
- o Their trip sheets include a price.
- o An excel spreadsheet is available to download from their system so that all of the trips can be reviewed.
- o The client that is being transported must sign a form.
- o The form must include the exact name of the driver that is on their driver's license, as well as the VIN number of the vehicle.
- o A pre-trip inspection of the bus must be included when the bill is submitted.
- o The timing of the payments to the company are on a two-week cycle.

B. Nomination and approval of Vice Chair (Policy Only)

Bill Wagoner was nominated at the last meeting to be Vice Chair of the Policy Committee.

**Mr. Glazebrook nominated Bill Wagoner, Barbara Bennett seconded. The motion carried unanimously.**

C. Update on Region 8 Plan 2017 report card data collection and status on goals

Ms. Gisondi made the following comments on the status of achieving the HSTP goals:

- The 2017 report card is not complete. Data is still missing from some agencies.
- Information on the old HSTP website has been transferred to the RPC website.
- The directory is now available on the website: [HSTP Region 8 Directory](#). Ms. Gisondi gave a brief demonstration of the features on the website. There are still nine agencies that need to include the directory on their website.
- Rider Surveys will be sent out with an annual goal of 1,500.

D. Presentation on CY2017 awards and CY2018 CVP application overview for Region 8

- Award or denial letters have been received from eight of the 12 agencies that applied last year.
- Vehicles awarded for Region 8:
  - o 4 minivans
  - o 1 light-duty

- o 7 medium-duty
  - o 1 super medium duty
  - Ms. Gisondi presented an overview of the agency applicants and vehicles requested. Detailed information is available within the meeting presentation on the RPC website: [June 21, 2018 HSTP Region 8 Meeting](#)
- E. Update from agencies
- Alissa Dozier has left her position with Macon Resources, Inc.
  - Eileen Sierra-Brown has left her position with Piattran. Christina Smith is the new director.
  - Debra King commented that Rides Mass Transit will be offering transportation to Springfield, offering two trips a day; one in the early morning and one at mid-day in July. Monday through Sunday trips are available.
  - Ms. Gisondi discussed the ITS Procurement recently started by the Champaign County Area Rural Transit System.
  - Champaign County Area Rural Transit System will be making changes to the routes in Rantoul this fall.
  - Ms. Dick commented that they were doing a system-wide survey.
- F. Breakout for subcommittees: Community Outreach, Service and Training and Vehicle Maintenance
- Following are comments from each breakout committee:
1. Service and Training Subcommittee – Emily Dobson  
The group discussed training of the drivers and the passengers. There is a rider manual that has been made available by the providers. The group discussed the possibility of making an audio format of the rider manual to help those that read or cannot see to read that would be made available on websites as well as libraries.
  2. Maintenance Subcommittee – Laura Dick
    - The group discussed the change in rear bumpers on the medium duty vehicles starting in 2015. Liability issues with respect to the warranty on bumpers when changing from plastic bumpers to a heavier bumper.
    - It was suggested that all 5310s and 5311s should be invited to the maintenance workshops that are sponsored by RTAC and IDOT.
    - There have been issues with emails that are being sent to IDOT that have excel spreadsheets that have been failing with their system.
    - There was discussion on maintaining a good and robust driver staff as drivers are critical to maintenance. There seemed to be a range of wages being paid and split shifts which would have an impact on maintaining drivers. In addition to driver duties, a driver may work with day programs.
  3. Community Outreach – Patrick Harness  
The group discussed marketing techniques using the Facebook page, and creating a link to the HSTP web page. A suggestion was made to use bus wraps for advertising to generate revenue. The cost per bus is \$2,000. Another idea was to provide coloring books at schools for the students to take home to parents.



There was also a reminder of PSAs are required by law, and discussed using radio shows for commercials.

VI. Committee Announcements

Ms. Gisondi commented on Ms. Brown’s behalf that the Illinois Transportation Association’s fall conference is September 3 – 7 at the I-Hotel & Conference Center in Champaign.

Mr. Harness commented that there is an Age Friendly project going on in Champaign. It is currently hosted through the Center for Healthy Aging and Disabilities. The purpose is to accommodate aging people. Ms. Gisondi commented that the CU-HSTP will be combined with the Age Friendly committee.

VII. Audience Participation

None

VIII. Adjournment

**There being no further business, Mr. Glazebrook made a motion to adjourn. Mr. Wagoner seconded. Upon vote, the motion carried unanimously.**

The meeting adjourned at 11:50 a.m.