

MCTS Advisory Board Minutes

May 18, 2017 at 3:00 p.m.

Members Present: Karen DeCata, Sandhills Community College, Rahnelle Rosado, Monarch, Rhonda Priest Moore County Department of Aging (via phone), Carolin Xiong, Moore County Department of Finance, Debra Ensminger, Planning and Transportation Director, Steph Carmack, Planning and Transportation, April Black, Moore County DSS, Kimberly Braddy, Moore County Leadership Institute

Staff: Lydia Cleveland, Crystal Odom, Tawanna Williams

Introductions:

Minutes from February 16, 2017 Meeting

Financials: Will be short this year due to natural disasters and staff illness. Next year will look excellent because of increased efficiency and lower costs. 2018 DSS will be billed at a flat rate because HHS prefers that their funded riders only pay for what they use.

New Business:

- a. **CCAP Review (Compliance, Capacity, and Proficiency Review)** Results-Federal and state review that entails 100's of questions which was submitted. They then came out to do an onsite review and the total score only had 2 deficiencies and a couple of advisories such as the route deviation on A Pines Line they suggested that the driver call out the stop.
- b. **Policy and Procedures Revisions**-Mrs. Cleveland presented a request to adopt additions to the Policies and Procedures for Moore County Transportation Services (MCTS). All members of the advisory board were provided with a memorandum explaining the policy request.
Mrs. Karen Decata motioned to approve, Mrs. Rahnelle Rosado seconded the motion, and the Advisory board motioned to approve.
- c. **Title VI**- there were no deficiencies but currently updating policy that is required. Requires each advisory meeting to complete a demographic request form.
- d. **Partnership with Sandhills Coalition**-This is in regards to the A pines line. The collaboration will be a voucher program modelled after the collaboration with Sandhills Community College. Compliance team wanted MCTS to share all data and protocols for the A Pines line with NC DOT.

I. Old Business:

- a. A Pines Line update-** The A Pines line continues to do well. The Compliance team wanted MCTS to share all data and protocols for the A Pines line with NC DOT as a possible model for other counties.
- b. Non-Emergency Medical Process-** Non emergency medical transportation is currently in phase 3 and anticipated to go live in June if no further delays.
- c. Board Vacancies**

VI Adjourn: Mrs. Debra Ensminger motioned to adjourn, Mrs. Caroline Xiong seconded the motion, and the advisory moved to adjourn.