

**MORRIS AREA PARATRANSIT SYSTEM  
CITIZENS ADVISORY COMMITTEE**

Via Zoom

**MINUTES  
November 4, 2020**

**Members Present:**

Marc Molde  
Matt Putts  
Maria Isaza

**Staff Present:**

Janet Ackerson Jefferson DAR  
Christine Hellyer Director of Special Transportation  
Louis Hoffman NJ TIP RUTGERS  
Marcy Merola, SR Transportation, Mt. Olive  
Pat Petrillo Aging  
Diane Pezzuti 5 town DAR  
Dana Stukenburg  
Michelle Woehle

**Guest**

Freeholder Kathryn DeFillippo

**I. Call to Order** – The meeting was called to order at 10:00 am by Christine Hellyer, and is being recorded.

**II. Approval of Minutes**

Minutes from September 10, 2020

Due to technical difficulties, if I missed anything I apologize, Pat

**III. Staff Report-Christine Hellyer MAPS**

The SDRTAP Public Hearing was held October 27, 2020.

We received very good feedback, but we do have some areas we can improve.

The SCDRTAP allocation will cover the salaries of the MAP staff. They are union workers and have been working without a contract for five years.

*Maria questioned the staff working five years without a contract with negotiations being unable to settle?*

*Christine replied correct, and my understanding is that we are close and might settle early 2021 contracts will be settled.*

*Shopping trips have been successful. We did 20 trips in October.*

*Our buses and mini vans have had their partitions installed between drivers and passengers. We will increase our capacity to 75% capacity next week. We are able with the State executive order we can go to 100%, but we feel our riders are vulnerable. The riders are required to wear masks. Our vehicles are sanitized at the end of every day and in between rides they are wiped down when possible.*

*The pilot of the IVR (Interactive Voice Response) system has been going very well, and will go live the middle of November. This system allows on demand riders to be notified the night before verifying your pick-up time and appointment window if you are an on demand ride.*

*The subscription rides will not receive the message.*

*And by the end of December the IVR will provide mass phone calls will be made in case of emergency situations: weather related "WE ARE CLOSING TODAY AT 1PM"*

*Also our SMS (short message service) text message will be available this month, that your vehicle is on the way, arrival time, and the license plate number. This will be available to riders that have cell phones*

*Christine asked Freeholder DeFillippo if she wanted to add anything. Freeholder DeFillippo, was very excited that the the IVR system is going to be up and running soon. She asked if the individuals for "on demand rides" will still have to phone in for their service the day before?*

*Christine replied no they will get the call.*

*As of now we have a staff member making the calls. But when IVR begins the call will be received between 4pm-6pm.*

*Freeholder DeFillippo asked how many riders per ride?*

*Christine said we are a mass transit, we do have more than one rider because we have the partitions. Our staff has more protection, so if the vehicle holds 12 we have 9.*

*Freeholder DeFillippo asked about the shelter workshops ridership is working now that they have reopened. Did you meet the demand?*

*Christine: We came up with a schedule that worked for both MAPS and Employment Horizons.*

*Matt Putz added MAPS used their scheduling system to see which group of clients could be paired together, to limit the riders time on a bus, and we are alternating weeks 50% capacity one week and 50% capacity the next, Monday through Thursday, to choose the ridership. And we also had Access Link did the same.*

*Freeholder DeFillippo expressed her satisfaction with the success of the new program. She feels this will ease the burden on the MAP staff. And she is looking forward to settling the contract for the staff.*

### **New Business**

*We are interested in recruiting members for MAPS CAC council. Caregivers, riders, or anyone in the Community interested in transportation to join.*

*It is five meetings per year.*

Next year's meetings I hope to provide a Hybrid option. We will also resume our presentations to the meetings because I feel they added value to our meetings. I was **thinking** of posting a sign in the vehicles.

I would also like to announce the passing of a former *MAPS CAC* member, *Tom Pappas*.

### **Old Business- Dial- a -rides update since last meeting**

#### **Jefferson DAR -Michelle**

As our trips are increasing, *October* we had 120 trips, we have three full time office staff, one in the office and two driving.

We still have our permanent part-time and on call part-time staff are still on unemployment, and administration is not ready to bring them back yet.

And it is getting to be overwhelming: the amount of riders per vehicle at the same time; the drop off/pick up times of riders: can't be dropped off to early, and pick-up has to be at a reasonable time.

*Christine* added if *MAPS* can assist with any of your trips please them let me know.

#### **Five town DAR Diane**

As of today we are operating Monday-Friday, our bus accommodates 2 people per vehicle, focusing on medical, *Employment Horizons* every other week, adult day care, gyms, recreation.

#### **NJ TIPS-Louis**

We are in the field on a limited basis, for those that need training with public transportation for jobs, job training, on a case by case basis. The application/referral is available on *NJTIPS.Rutgers.edu*. or reach out to me.

We also have virtual classrooms available.

We also held a local virtual class *West Morris Central* high school.

*Christine offered to share this recording*

Next year's meetings I hope to provide a Hybrid option. We will also resume our presentations to the meetings because I feel they added value to our meetings.

*Matt* offered his *Zoom* for future meetings.

❖ Isabel Rojas, NJ Transit sent the attached report after the meeting.

- **SCDRTAP, S5311 & CARES –**

- **FY 2021 SCDRTAP/5311** – application received in October 2020. Currently under review. Agreements are set to be released in December 2020
- **FY 2021 SCDRTAP** – State Allocation is \$1,096,419.00
- **FY 2020 S5311** – Federal allocation is \$269,711.00- State and Local match funds \$134,855.50
- **2020 CARES S5311** - \$642,552 (Supplemental FTA funds due to the Coronavirus. effective March 1, 2020)

**Section 5310**

- **FY 2020 S5310** – Application due to be released soon
- **FY 2019 S5310** – Inclusion/Non-Inclusion letters will be released in 2021
- **FY 2018 S5310** – Inclusion/Non-Inclusion letters were released in October 2020
- **FY 2018 S5310 awards:**
  - **Morris County:** Operating funds \$100,000 with a \$100,000 local match and 1 (One) Standard Cutaway Rear Lift with 2 Accessible Securement Locations
  - **Township of Jefferson:** 1 (One) Standard Cutaway with Rear Lift and 2 Accessible Securement Locations
  - **Mount Olive Township:** Operating funds \$25,000 with a \$25,000 local match

**\* Please note: All procured 5310 vehicles will be equipped with partitions for protection.**

***Adjournment : 10:40am***

***Next meeting February 2021***