

**MORRIS AREA PARATRANSIT SYSTEM
CITIZENS ADVISORY COMMITTEE**

Human Services Building
340 West Hanover Avenue
Ground Floor Conference Room
Morris Township, New Jersey
September 12, 2019

MINUTES

Members Present:

Marc Molde
Jeannette Perlman
Matt Putts

Staff Present:

Christine Hellyer, Director of Special Transportation
Marcy Merola, SR Transportation, Mt. Olive
Pat Petrillo, Aging
Patricia Rogalsky, MAPS
Isabel Rojas, NJ Transit
Dana Stukenborg, 5 Town DAR
Sharon Yoo, Director of Human Services

Guests

Jeff Bash HSAC/COC
Maria Isaza

I. Call to Order – The meeting was called to order at 10:32 am by Christine Hellyer. Christine introduced Sharon Yoo, Director of Human Services. Members then introduced themselves.

III. Approval of Minutes

Minutes from June 13, 2019 were accepted and approved.

Motion: Matt Molde/Jean Perlman

IV. Staff Report-Christine Hellyer

- We are in the process of updating the Morris County Human Services Transportation Plan Coordination Plan (CHSP) which is a requirement of the 5310 grant from NJ Transit, originally done in 2008, and updated in 2013. It has to be updated every 5 years and is due again. I feel this didn't get the focus it should have, and being it's an update year, we held our meeting on August 27th, which was very productive, but not a good turnout. I am going to reach out to Trans Options to attend the next

meeting. The next meeting will be in late November, early December, with a decision on the contents of the questionnaire, that will be sent to community:

- ❖ Where are service gaps
- ❖ Where are funding gaps
- ❖ Where is the providers technology and the difficulties they have
- ❖ Next year I intend to have three set dates will be available ahead of our September meeting.

Isabel stated the above plan can be submitted in 2020.

- Anyone that applies for **5310 grants** should attend these meetings
- We received Freeholder approval to purchase *Ecolane* software for scheduling and client records for 2020. It is a four year contract.

It is a two step program:

1. The technical purchase is final.
2. The purchase of the tablets (that will be mounted in the vehicles) is ongoing now. I am currently working on the specifications on the mounts for the tablets.

The driver's schedules will be on the tablet, currently they have paper, and when changes are made the office staff has to call the operator via 2-way radio. The new technology will allow changes to be made behind the scene, without ride interference.

RouteMatch: currently have paper manifestations.

- Can't tell us if the time-frame is booked.
- We learned the optimization was suppose to route what information we input and it doesn't.
- We will continue with *RouteMatch* until the end of the year

Ecolane:

- Any changes within the first three stops will notify the driver with a pop up.
 - Allows us to know if timeframe is booked.
 - Eventually clients will be able to book their rides themselves on website, without talking to dispatcher. And they can also update their profile on the site.
 - Assist in reporting the time it takes to pick up a client and drop off client.
 - Auto books rides
 - Future oriented
 - Their optimizer will route the information. And their employees are willing to work with us if any problems should arise.
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- *The one hiccup is that 5 DAR currently uses RouteMatch, I don't have an answer now, but I am working on how to address this with Ecolane.*

Because of previous Directors concentrating on updating our fleet we have capital money to use to make this purchase.

- *Isabel asked where the funds are from for this purchase.*
- *Christine said all County funds.*
- *Trish also said the MAPS drivers are not aware of this purchase.*

V. NJ Transit-Isabel Rojas

- *NJ Transit hired a consulting firm in January to conduct a compliance review of MAPS, to assure the funding state and federal is properly administered. And the policies and procedures are implemented and followed. We received a response from MAPS in June, and I am currently working on the minor issues found.*
- *SCADTRP and 5311 grants went out to MAPS in May and we received the request back in July and it is under review.*
- *The SCADTRP 2020 allocation, casino revenues, is \$896,000 for seniors & disabled population*
- *The Federal 5311 allocation is \$265,000. The 5311 is geared for rural areas of Morris County and for the general public. And the State and County contribute 25% each.*
- *The 5310 grants FY 2018 was opened on Aug 23 thru Oct 4, and FY 2019 will open on Oct 11 thru Nov 15, for transportation providers interested in applying. This is a competitive grant.*
- *FY 2017 grant had a couple agencies that did apply: MAPS, Mt. Olive Twp, Twp of Jefferson and 5 Town DAR (Pequannock) and the awards went to: MAPS, 5 DAR.*
- *Letters of inclusion went out, and we are currently working on the 5310 FY 2016 agreements out, under review by our legal department.*

Maria Isaza asked is MAPS County and NJ Transit the State?

Isabel Yes, MAPS is County and NJ Transit is State (casino revenues we receive 8% of that) and also receives funds from the Federal Government.

Christine MAPS is a County run program, funded by the County, and we also receive grants from NJ Transit.

Matt Putts asked if MAPS reports to NJ Transit? Do you oversee MAPS operationally? Do they report to you?

Trish Yes we do report to them with the regulatory reporting monthly.

Isabel we do oversee MAPS with the funding for the projects they receive from us.

Jeff Bashe asked what is MAPS 2019 operating budget?

Isabel responded 2.1 million dollars.

VI. New Business

➤ We are currently in the FY 2018 5310 grant is a competitive grant historically we always have requested \$600,000 in operating funds and 4 vehicles. And, we always receive \$150,000 operating funds and 2 vehicles. So I decided to request \$250,000 and 2 vehicles to be more in line of what we have received in the past

The 5310 grant allows requests in the following areas:

- capital assistance- 20% match
- vehicle assistance 20% match
- mobility management 20% match
- acquisition of transportation services 20% match
- travel and planning 20% match
- operating assistance 50% match.

The Public Notice, requesting public comments, was advertised in the newspapers(Daily Record/Star Ledger) on September 12th and 13th, 2019.

- The 2020 census will decide what we will be allocated, and it might change from previous years, (\$265,000) and it is important for the constituents to answer this census.
- Our operating costs will be increasing because our staff has been without a contract for years. And, hopefully they will receive a raise. This will even out the additional SCADTRAP funding we will be receiving.
 - If rural decreases, increase in SCADTRAP funding with online gambling.
 - *Morris County* might not be as rural.
- I will begin working on FY 2019 as of October 11, 2019.

VII. Public Comments

Guest Maria Isaza

My brother, Oscar is a 44 year old disabled Morris County resident, who doesn't drive. He is currently employed by Employment Horizons. We have been using MAPS since 2013. It was always a pleasure working with them. When I contacted you the pick-up place was 5-10 minutes from his home. The scenario was my mom (82 years old) would drop him off in the AM and pick him up in the PM. I then heard of NJ Transit Access-Link, that would pick him up his home, which I thought would be convenient because my mom is up in age.

I can not drive him, because I work. I contacted them and he was approved. We used them for a long time. The one problem was they switch drivers constantly. In the system the instructions were to drop and pick my brother at a specific address. And the vehicle would pass his home and my mom would have to chase the vehicle down the block.

So I called MAPS and they assisted me with his transportation.

I look forward to MAPS having the new technology to be able to access service.

Christine what transportation does your mom use?

Maria she drives locally in Dover.

Christine *What gaps do see in the transportation?*

Maria recreation and advertising. In my case **MCARP** provides transportation but there has been a decline in activities.

Trish *Do they provide transportation?*

Maria No

Matt The name now is Morris County Adaptive Recreation Program. See attached

Marc added DAWN provides recreational transportation: Patriots baseball game, Hedden Park picnic. We charge only for what the cost of the recreation will be.

Matt said the problem is because recreational activities are in the off hours: evening/weekends.

Christine added transportation is always in the top three of our priority list, and there is funding available Area Plan Contract and Grant-in-Aid, but no one applies.

Sharon Yoo asked *Maria Isaza* if she meets with Community groups that share information on transportation.

Maria Yes, employment Horizons and I am also on the Board of Trustees Morris County Office on Hispanic Affairs.

VII. ANNOUNCEMENTS

Christine asked the members to change the time of future meetings to 10am., and they agreed.

Adjournment: 11:47pm

Motion: Matt Putts/Marc Molde

Next meeting: November 14, 2019 at 10:00am.