

**Regional Transportation Coordination Committee (RTCC) Meeting
Thursday, November 16, 2017 at 1:00 PM at CDTC
Agenda**

1. Welcome/Introductions
2. Acceptance of prior meeting notes/Follow up items from last meeting
3. Guardian Society Senior Transportation Guide discussion
4. 5310 status update (see CDTC Planning Committee meeting materials website link http://www.cdcmpo.org/images/planning-committee/2017_Planning_Committee/November/IX%205310%202017%20Update%20for%20PC%20November%202017.pdf)
5. Transportation Gaps Focus Groups
6. ADA Sidewalk Data
7. Transit Research & Accessibility Center (TRAC) Project – input needed for regional pilot project
8. Interest in/volunteers to help organize a 2nd Tools of the Trade Workshop?
9. County based meetings' review – next steps
10. News from around the table: Other issues for group consideration/ideas?

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Notes**

1. Welcome/Introductions – present were Kevin White, Schenectady ARC; Bryan Baszczuk, ACCESS-VR; Donna Stessel, Sunnyview Rehab Hospital; Don Anderson, Colonie Senior Service Centers (CSSC); Christina Mead, Healthcare for Homeless Veterans – Stratton VAMC; Peggy Osborne, Town of Bethlehem Senior Services; Carrie Ward, CDTC; Anne Benware, CDTC; Darby Neahr, Saratoga County Office for Aging; Jennifer Dunn, Saratoga Bridges; Monika Boeckmann, Senior Services of Albany.
2. Review/Acceptance of June 14, 2017 meeting notes – accepted as written.
3. Guardian Society Senior Transportation Guide - Carrie explained that this is a follow up to the Albany Guardian Society senior transportation provider survey and guide development project that we've been discussing assisting on. Using the information provided by Sunnyview and staff research, Carrie is putting together a database that can be used by the Guardian Society to finish creating their hardcopy senior transportation guide book. She handed out a sheet with an example of the fields for the database on one side and providers to include on the other and asked the group for feedback on what information to keep, add or delete. Bryan asked what age riders this would cover? Carrie said there are different thresholds for seniors so the guide should indicate what ages are covered for each senior transportation provider. Peggy suggested adding a field to cover whether wheel chair accessible rides are offered and also said that Bethlehem Senior Services put together a transportation guidebook that she will share with Carrie as well as information on taxi services available in Bethlehem. Carrie will check if the presentation of the Siena Next Report could be shared with the group. Donna and Peggy offered to help Carrie with the guide database.
4. 5310 status update - Anne handed out a packet given to the CDTC Planning Committee on this topic for their November meeting. CDTC staff is awaiting NYSDOT's concurrence on the CDTC 5310 evaluation committee scoring and funding options recommendations. Once that information is received it will be submitted to CDTC's Planning Committee or Policy Board, depending on meeting timing, for their consideration and approval for funding.
5. Transportation Gaps Focus Groups – Carrie explained this effort, guided by CDTC's Equity Task Force, seeks to identify connectivity gaps in accessing employment, health care, schools/ education, and recreation with an emphasis on people who are not often represented in the transportation planning process. A consultant is being hired to conduct focus groups to learn more about transportation issues that people experience. Surveys to gauge interest in participating in a focus group were sent out to both agency staffs and consumers of agencies. Bryan asked for a link to the survey which Carrie will send. Monika offered space for group meetings, such as at senior facilities in Berne and South Mall
6. ADA Sidewalk Data – Anne passed around a map showing the status of CDTC's data collection and mapping effort to date of locations with sidewalks in each municipality in the four county region. CDTC undertook this effort to help municipalities with the first step in the inventory

process needed to develop required Americans with Disabilities Act (ADA) transition plans that lay out the process and schedule for bringing their sidewalks into ADA compliance to ensure they are accessible by persons with disabilities.

7. Transit Research & Accessibility Center (TRAC) Project – Carrie reported on this pilot project being carried out by the TRAC Center located at Cornell University. The project will develop a smart phone/computer app for Regional Accessibility Transit Evaluations to help assess the accessibility of public transit stops and routes by individuals with disabilities, focusing mostly on those with developmental disabilities as the project is funded through OPWDD. TRAC is looking for teams to help develop the app by riding public transit. Each team of 2-4 people is to consist of half disabled individuals and half non-disabled.
8. Interest in/volunteers to help organize a 2nd Tools of the Trade Workshop? The 1st workshop was held in April 2016 and featured a full day of sessions with a state agency lunch panel. The group said those that attended found the workshop useful and thought it was worthwhile to plan one again. Carrie said maybe a half-day workshop would work best and asked for volunteers to help plan the sessions/identify presenters. Donna, Peggy and Bryan said they may be able to help.
9. County based meetings' review – next steps. Anne handed out a brief summary of the county based meetings held in 2016/17 focused on senior transportation and organized with the help of each of the county's offices for aging. One purpose of those meetings was to ensure wide awareness of the 2017 5310 grant solicitation.
10. News from around the table – Anne informed the group she will be retiring at the end of December and said the group will be in great hands with Carrie's continued leadership. She thanked everyone for their participation over the years and commitment to human services transportation. Monika said hiring drivers is still a big issue. Donna is interested in learning more about use of Uber/Lyft to schedule a ride for someone else.

Organizations that provide transportation services to seniors

- Capital City Taxi
- Capitaland Taxi
- Catholic Charities Senior & Caregiver Support Services
- CDTA
- CDTA STAR
- Glenville Senior Center
- Home Instead Senior Care
- Home Instead Senior Care
- Niskayuna Senior Center
- Jewish Family Services Project Five
- Rensselaer County Unified Family Services Department for the Aging
- Mechanicville Public Transit
- Clifton Park Senior Express
- Wellness Express Transportation by Community Human Services
- A&H Express Taxi Service
- "Adult & Senior Center of Saratoga Community Connections Program"
- Corinth Senior Citizens Center
- Durrin Inc.
- Saratoga County Office for the Aging
- Town of Day
- Town of Halfmoon Senior Express
- Moreau Community Center Dial-A-Bus
- Waterford Senior Center
- Saratoga County Veterans' Service Agency
- Value Van Taxi
- Eddy Senior Care Pace
- A+ MediTrans
- ACC Medlink
- Adirondack Trailways
- Advantage Transit Group
- Bethlehem Senior Services
- Capital Carshare
- Capital District Medical Transportation
- CDTA Access Transit
- Colonie Senior Service Centers
- Community Caregivers
- Medical Transportation Services
- Mobility Works
- Senior Services of Albany
- The Conkling Center
- Umbrella of the Capital District
- Medicaid Transportation
- NY Connects
- Guilderland Senior Services
- Home Instead Senior Care
- Senior Projects of Ravena
- Yankee Trails
- Greater Glens Falls Transit
- Greater Glens Falls FAME
- Community Work and Independence Transit Connection
- Care Links of Southern Saratoga County
- Edinburg Senior Center
- Stillwater Elder Care
- Scotia Glenville Seniors

Data fields to be included in a “Senior Transportation Services in the Capital Region” guidebook

Providers	
ID	<input type="text"/>
Organization Name	Capital City Taxi
Address	4 Admiral Street Albany, NY 12205
Phone Number	518-478-6994
Email	capitalcitytaxi518@gmail.com
Website	http://www.cabservicealbany.com
From Albany	<input checked="" type="checkbox"/>
From Saratoga	<input checked="" type="checkbox"/>
From Rensselaer	<input checked="" type="checkbox"/>
From Schenectady	<input checked="" type="checkbox"/>
Eligibility	No eligibility requirements
Area	No restrictions
Trip Purpose	All trip purposes
Days/Hours	Monday-Friday 24 hours/day
Exclusive?	<input checked="" type="checkbox"/>
Can Accommodate:	Wheelchair <input type="checkbox"/> Limited/No Vision <input type="checkbox"/> Service Animal <input type="checkbox"/> Dementia <input type="checkbox"/>
Assistance	<input type="text"/>
Allow Assistant	<input checked="" type="checkbox"/>
Schedule Ahead?	<input type="text"/>
Fees	Call for fees <input type="text"/> Donation? <input type="checkbox"/>
Payment Method	Cash only
Description	<input type="text"/>

**Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program
Project Solicitation – Revised Tables and Updated Schedule**

2017 5310 Applications Received: <u>Albany-Schenectady-Troy</u> Urbanized Area			
Applicant	Project Description	Federal Share (80%) Requested	Total Project Cost
Bethlehem Senior Projects, Inc.	One (1) vehicle	\$49,654	\$62,067
Capital Carshare	Four (4) vehicles & computer hardware/software for ridesharing	\$197,530	\$ 246,910
Capital District Transportation Authority	CDTA Travel Trainers (Mobility Management)	\$172,305	\$215,381
Center for Disability Services	Six (6) vehicles	\$439,051	\$548,814
Colonie Senior Services	Two (2) vehicles	\$90,400	\$113,000
Northeast Health Foundation/Senior Care Connections	Two (2) vehicles	\$99,307	\$124,134
Schenectady ARC	Four (4) vehicles	\$202,323	\$252,904
Senior Services of Albany	One (1) vehicle	\$46,379	\$57,974
Eddy Senior Care/St Peters Health Partners	Two (2) vehicles	\$99,307	\$124,134
Sunnyview Rehab Hospital	One vehicle w/adaptive driving devices	\$24,000	\$30,000
Town of Guilderland	One (1) vehicle	\$68,214	\$85,268
Town of Halfmoon	Two (2) vehicles	\$52,800	\$66,000
Visiting Nurses Association	One (1) vehicle	\$33,882	\$42,353
WWA ARC	Three (3) vehicles	\$146,506	\$183,132
Total Federal Funds Requested		\$1,721,659	

2017 5310 Applications Received: <u>Saratoga Springs</u> Urbanized Area			
Applicant	Project Description	Federal Share (80%) Requested	Total Project Cost
Saratoga Bridges NYSARC	Three (3) vehicles	\$208,962	\$261,202

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5310 Funds Available by Urbanized Area vs. Requested Federal Funds			
Urbanized Area	Albany-Schenectady-Troy	Saratoga Springs	Totals
Total Available Federal Funds (FFY 2016/2017)	\$979,025	\$226,593	\$1,205,618
Total Federal Funds Requested by Applicants	\$1,721,659	\$208,962	\$1,930,621
Total Federal Funds Requested by Applicants Passing Screen	NA	NA	----
Available Funds minus Eligible Requested Funds	-\$742,634	+\$17,631	-\$725,003

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2017 5310 Applications CDTC Evaluation/Scoring and Funding Recommendations Process Update:

1. CDTC evaluation committee submitted NDA forms to NYSDOT – September 7/8th
2. NYSDOT sent CDTC area applications to CDTC evaluation committee (EC) coordinator (week of September 11th). This starts the 6 week evaluation/scoring clock. (October 23rd deadline)
3. CDTC EC coordinator distributed applications to evaluation committee and committee began application review and scoring process. CDTC EC coordinator asked committee to complete their reviews/scoring sheets by the week of October 2nd (3 weeks from receipt of applications).
4. CDTC staff developed a table for submittal to the CDTC Planning Committee for their information at the October 4 Planning Committee meeting. The table included application title, brief proposed project description, amount requested.
5. CDTC staff postponed the previously scheduled RTCC meeting for October 5th to November 16th (after the evaluation committee has completed scoring, met and results have been submitted to NYSDOT) to remove any concerns re: applicants asking questions of CDTC staff regarding the ongoing evaluation process.
6. The evaluation committee completed their reviews/scoring and submitted completed score sheets to the CDTC EC coordinator by week of October 2nd; a meeting was held that week to finalize the evaluation committees' score sheets and recommendations for funding for submittal to NYSDOT.

Update: CDTC submitted this information to NYSDOT October 19th.

7. NYSDOT reviews the scoring and either approves the recommendations to proceed to the Planning Committee/Policy Board or schedules a discussion with the CDTC evaluation committee/scoring team to iron out any discrepancies. If this step had been completed by October 24th the funding recommendations information could have been included in the November 1st Planning Committee meeting mail out materials. However, this step was not concluded in time for the November 1st Planning Committee meeting; **this step must be completed by November 30th to be included in the December 7th Policy Board meeting mail out materials.**
8. CDTC programs 5310 projects on the TIP. NYSDOT includes 5310 TIP projects in their FTA grant as the Designated Recipient.

County-Based Senior Transportation Meetings

2016-2017

Summary

Between November 2016 and July 2017, CDTC staff organized and/or attended senior transportation meetings in each County of its planning area: Albany, Rensselaer, Saratoga, and Schenectady. The purpose of these meetings was to better understand what services are being provided and where unmet need exists, as well as to discuss potential future projects that could be funded by the Federal Transit Administration section 5310 program. The idea for this effort was a recommendation from the Saratoga County group attending the “Tools of the Trade: Human Service Agency Transportation Quality and Efficiency” workshop held in April 14th, 2016. CDTC staff met twice each with providers in Albany and Schenectady Counties, and once each in Rensselaer and Saratoga Counties. In each meeting, attendees discussed the services they provide. Summaries of unmet needs and any potential future projects follow.

Albany County (April 20 and July 17 2017)

Trips that impact quality of life, such as socialization, church, physical activities, and community events are not able to be met. Also, curb to curb service is able to be provided but door to door or door in door services are difficult. Such service is needed for frail or lower functioning seniors, leading to further concerns about isolation of such individuals. There is also a lack of wheelchair vehicles. More rural areas are not served by CDTA’s STAR program, and smaller providers also have difficulty serving these areas – particularly the hill towns. Colonie Senior Service Centers sees unmet need for people with disabilities. They also see a need for more weekend and evening services, as does the Town of Guilderland. The group discussed a desire to find technology solutions to reduce paper and track services such as a swiper card? It was noted that everyone is inputting data into “peer place” and having a more efficient way to track data, etc might help reduce expenses and provide more efficient service.

Rensselaer County (July 12 2017)

Senior Centers in Rensselaer County are run through the County, which also provides the senior transportation. Each area has service on certain days. Anesthesia transport is not provided. The County doesn’t provide Medicaid trips because they don’t want to risk taking transportation away from people who are just over the Medicaid threshold. The county could use two wheelchair accessible vehicles, to ensure one is always available and is interested in getting a better maintenance arrangement for the wheelchair lift as the one they have now often results in a long wait for service.

Schenectady County
(November 17 2016 and March 6 2017)

The second priority of Schenectady County Senior & Long Term Care Services' 4-year plan is transportation beyond medical, including to a new inner-City Schenectady Senior Center, which is the first priority. A recognized issue with transportation is for home health employees to get to people's homes, which is contributing to a waiting list for home health services. Because of this, there is a gap in home health services in rural communities, especially for clients not on a bus route. This applies for both younger and older employees, although the older employees are more likely to drive. As a part of CDTA's regionalization of the process used to distribute half-fare cards, as of November people couldn't acquire or renew their cards without going to Albany. However, this issue was resolved by March and people could get the cards by going to the one-stop area at the DSS building. Glenville's Senior Center receives requests for wheelchair transportation, but their vehicle is not wheelchair accessible. The Rotterdam Senior Center sees a need for religious services transportation and transportation for people who don't live in senior housing. The timing on CDTA services would be better for seniors if it were between 9am and 2pm, and not just at morning and evening commute times – specifically, the Route 352 has been missed. Medical transportation for specialist appointments can be an issue because the appointments are often made only a couple of days in advance. The Schenectady ARC has experienced difficulty attracting qualified drivers because they need to have a CDL and be able to physically intervene when people they are serving have behavioral issues. The January 2016 minimum wage increase means that the starting rate for ARC employment will be 30 cents above minimum wage, which will make it extremely difficult to attract and retain workers. However, ARC wages can't be increased without a rate change, as determined by the state.

Saratoga County
(May 31 2017)

Transportation of individuals to adult day facilities is an issue; Bright Horizons in Halfmoon and another senior daycare farther north in Moreau (Lena's) don't provide transportation, but Waterford, Halfmoon, and Clifton Park services will take people there. A gap is the people who can't get themselves into a vehicle, since senior transportation usually requires the customer to be able to get from the building into the vehicle. Also, doctor's offices are not flexible and often give patients appointments in offices far from their homes. A majority of transportation service is provided by volunteers and managing all aspects of a volunteer driver program is very involved. The county's aging population is growing and demand for senior transportation will continue to increase. People living in the outer parts of the county are more difficult to serve with transportation and medical trips during the week are the highest demand. The City of Mechanicville became part of the urbanized area recently, and so is no longer eligible for Section 5311 (Formula Grants for Rural Areas) funding. This impairs their ability to provide their local fixed-route transit service used by many seniors, although the younger seniors have seemed less willing to get on a bus than seniors used to be.