



COORDINATION COUNCIL AGENDA

DATE:	August 11, 2022	TIME:	10:00 AM to Noon
PLACE:	Call in only		
Zoom link:			
https://us06web.zoom.us/j/86821906790?pwd=YXJhRW41MTJyYjVvT1Ila3N5a3hiUT09			
M E M B E R S	Patrick Cipres, Lake Havasu City Transit Jeanette Buckley, Lake Havasu City... Connie Mathewson, La Paz Co. Karen Turk, La Paz Co. LeeAnn Anderson, Parker Sr. Cntr. Hortensia Robles, Parker Sr. Cntr. Liana Neidlinger, Solo of America Sheilah Navarro, Hualapai HEW Kristina Shongo, Hualapai HEW Brooke Russell, New Horizons Center.. Kyla Diaz, New Horizons Cen. Erin Kruse, NAU Heather Brassil, NAU (Co-Chair)	Mike Suchowierski, The ARC of Mohave.. Ashley Baud, The ARC of Mohave.. Melissa Burg, NAZCARE Jessie Billi, NAZCARE David Seigler, New Horizons Disability.. Gary Janchik, New Horizons Disability.. Jessica Reed, RISE Inc. Eliana Parra, RISE Inc. Jason Edwards, Lingenfelter Center Michael Peluso, 5311 BATS (Chair) Samantha Houts, 5311 BATS Sheri Furr 5311 KART	Elisabeth Whitlock, 5311c Kaibab Laura Savala, 5311c Kaibab Ernie Wright, 5311 Hwal'Bay Ginger Marshall, 5311 Hwal'Bay Janet Collier, 5311 Camel Express Brian McCoy, ADOT 5310 PM Shatawn Reed, ADOT 5311 PM Sarah Lojewski, LHMP Justin Hembree, LHMP Felicia Mondragon, WACOG Roland Hulse, WACOG
Shaded items are action items.			
ITEM#	AGENDA ITEM	PRESENTER	
1	Call to order	Chair	
a	Introductions		
b	Review/approval of minutes - June 9, 2022	Chair	
2	ADOT		
a	ADOT News/Updates	Brian McCoy &/or Shatawn Reed	
3	WACOG		
a	WACOG News/Updates		
b	Quarterly Reporting	Felicia Mondragon &/or Roland Hulse	
c	Program Visits		
4	Coordination Council Topics		
a	Coordination Planning workbooks	Felicia	
b	Coordinated Council Contact List	Felicia	
c	FY2022 Coordinated Council Meeting Calendar	Felicia	
d	FY2022 - Election of Chair and Co-Chair positions	All	
e	Discussion - ADOT/FTA TAM requirements	All	
f	Discussion - New ways to increase marketing and coordination	All	
g	5310 Program specific discussion (time to talk about what is currently happening in the 5310 program, concerns, questions, assistance, etc.)	All	
h	5311 Program specific discussion (time to talk about what is currently happening in the 5311 program, concerns, questions, assistance, etc.)	All	
i	5307 Program specific discussion (time to talk about what is currently happening in the 5307 program, concerns, questions, assistance, etc.)	All	
j	Agency announcements/highlights/coordination	All	



COORDINATION COUNCIL AGENDA

5	Announcements:	
	a *Next meeting date: October 13, 2022	Chair
	b Training opportunities in the region?	All
6	Wrap up:	
	a Agenda Items for next Meeting?	
7	Adjourn	Chair
<i>**Any agenda item or proposed agenda item can have discussion and action.</i>		
<p>Special Needs Accommodations</p> <p>Individuals with disabilities who require special accommodations may contact Felicia Mondragon at 928-753-1374 at least 24 hours before the meeting time to request such accommodations.</p>		



Coordinated Council Meeting Minutes

DATE:	June 9, 2022	TIME:	10:00 AM to Noon
PLACE:	Teleconference		
CALL IN NUMBER: 1-888-740-4219 PIN # 228210			
	Via Phone	Non-Voting members/guests	
Attendees	Heather Brassil , NAU (Co-Chair) Jason Edwards, Creative Care Ashley Baud, MC ARC Gary Janchik, New Horizons DEC Hortensia Robles, Parker Sr. Cntr. Jessica Reed, RISE Inc	Patrick Cipres, Lake Havasu Transit 5307 Jeanette Buckley, Lake Havasu Transit 5307 Michael Peluso, 5311 BATS (Chair) Janet Collier, Camel Express 5311	Felicia Mondragon, WACOG Roland Hulse, WACOG
Shaded items are action items.			
ITEM	AGENDA ITEM		
1	Call to order and Introductions		10:01 AM
	a. Introductions		
	Michael Peluso called the June 9th Coordinated Council meeting to order at 10:01 AM. Michael invited everyone on the phone to introduce themselves and then mute their phones.		
	b. Review/approval of minutes - December 9, 2021 and April 21, 2022		
	Michael asked if everyone has had a chance to review the December 9, 2021, and April 21, 2022 minutes which were included in the agenda packet that was sent to everyone via email. With no questions or comments, Michael called for a motion to approve the minutes as Gary Janchik entered the motion and it was seconded by Janet Collier. Motion passed by unanimous vote.		
2	ADOT		
	ADOT Updates and News		
	As there was not a representative on the phone from ADOT Felicia gave a quick update explaining that the 5310 applications are still anticipated to be happening in January of next year, which again means that the planning process will be starting regionally for the next 2 years grant cycle.		
3	WACOG		
	a. News/Updates		
	Felicia explained that in the agenda packet that was sent to everyone there is a WACOG calendar with all of the information for other Departments within WACOG. Roland Hulse gave a quick update on the status of the Regional Transit Study explaining that they are currently working on the Financial analysis portion of the plan.		
	b. Quarterly Reporting		
	Felicia explained that the 3rd quarter reports will be due next month on the 15th. Felicia also asked that if any agencies are behind on their reporting please get those in asap so that we can remain in compliance with ADOT on reporting.		
	c. Program Visits		
	Felicia explained that so far we have only been able to complete one program visit but we have another scheduled for the quarter. Felicia will be reaching out to more agencies next quarter to schedule.		
4	Coordination Council Topics		
	a. Coordination Planning timeline - Data Collection		
	Felicia explained that as previously discussed ADOT will be doing the next 5310 application cycle in January of next year. That means that we as a region must start our application planning process. We will be starting with the annual Coordination Plan workbook updates which include the planned project requests for the next two years for each agency. Felicia will be sending out the Coordination Planning data collection workbooks on July 1, 2022, and they will be due no later than August 15, 2022. Felicia reminded agencies that if their project requests are not listed in the Coordination Plan they will not be eligible for an award from ADOTs 5310 program so it is important that agencies know what they will be applying for in the next cycle for the next 2 years. If anyone needs assistance with figuring out what to apply for or with the data collection workbook Felicia will as always be available to provide that assistance.		

Coordinated Council Meeting Minutes

b	Coordinated Council Contact List - Review for updates
	Michael explained that the contact list was included in the agenda packet for everyone to review. Felicia will need updates submitted to her before the next meeting so that we can publish the annual contact list update on the website. Felicia will reach out to everyone to ensure the information is still correct.
c	Draft FY2022 Coordinated Council Meeting Calendar, Meeting setup? In-person, tele-conference, virtual, combination, etc.
	Michael invited Felicia to explain what we are looking for on the Coordinated Council meeting calendar for next year. Felicia explained that We need to decide on first the dates, and then the style of meetings we would like to have next year. the Options include returning to in-person meetings with alternating locations, in-person meetings with fixed location, continuing with call-in-only meetings, or a combination of the options. Michael explained that due to Covid we did go to call-in meetings only but now that restrictions have been lifted we as a group need to decide what we want to do going forward. Michael opened the item for discussion by the group which lead to an extensive conversation about the options and what might work best. The consensus from the group seemed to be to continue with call-in meetings but schedule one meeting for the year, a heavier agenda meeting, for in-person with the option of call-in for those who still are not comfortable or can not travel. The group felt that the October meeting would most likely be the best meeting for in-person. Felicia will create the calendar and bring it to the next meeting for review and approval. Felicia will also reserve a conference room for the October meeting at the WACOG offices in Kingman.
d	5310 Program-specific discussion (time to talk about what is currently happening in the 5310 program, concerns, questions, assistance, etc.)
	Michael opened the floor for discussion of all things 5310-related. Jessica Reed with Rise, Inc. explained that they took their clients to the event "Fishing for smiles" in Kingman. She explained that this was a great event and they especially appreciated the 5310 vehicles which helped to make the event day even better. Ashley Baud with the ARC of Mohave County explained that they also attended the "Fishing for smiles" event and they will be taking their clients to Quinn's Batting Cages, agreeing that the 5310 vehicles help make these outings possible. Felicia reminded agencies that the FFY2022 awards have been finalized and agencies should have received their award notices...please keep in mind that if they will be appealing the award they received they will need to get that in by June 17, 2022.
e	5311 Program-specific discussion (time to talk about what is currently happening in the 5311 program, concerns, questions, assistance, etc.)
	Michael invited the 5311 agencies to an open discussion. Janet with Camel express explained that she was told that the vehicle deliveries are a year to 18 months out. She also explained that they will be starting services that had previously been on hold due to Covid again to Yuma and Lake Havasu. They are also still having problems with the staffing of drivers. Michael explained that next Thursday Bullhead City Transit will be celebrating the 17th annual Dump the Pump event with a free ride day on the transit system and they will be giving out lots of great swag!
f	5307 Program-specific discussion (time to talk about what is currently happening in the 5307 program, concerns, questions, assistance, etc.)
	Michael invited the 5307 agency to an open discussion. Patrick Cipres and Jeanette Buckley with Lake Havasu City Transit gave an update on the current status of the 5307 program. They explained that they had started a pilot route in February which as of now does not seem to be going as well as expected so they will be going back to the planning board on that. But the Micro Transit option that they have been providing is doing well with about 200 rides a week on average. There are also some plans in place for a route to go out to the Walmart in Lake Havasu but they might be waiting until the next ASU semester starts to help meet the needs of those students.



Coordinated Council Meeting Minutes

g	Agency announcements/highlights/coordination
	Jeanette announced that they are transferring the vehicle that had been on loan to New Horizons CPSN to them officially ending the loan agreement. They will also after they receive 5307 vehicles have 2 vehicles that will be up for transfer in the region. She also announced that Terry with New Horizons is going to be retiring at the end of June.
5	Announcements
a	Next meeting date/location; August 11, 2022 Tele-conference
d	Training Opportunities in the region - None announced
6	Wrap up
a	Agenda Items for next meeting -
	FY2022 - Election of Chair and Co-Chair positions
	Coordinated Council Contact List
	FY2022 Coordinated Council Meeting Calendar
7	Adjourn
a	Michael closed the meeting at 10:52 am



Coordination Council Contact List Updated 8/5/2022

Agency	Contact Name	Contact Address	Phone Number	Email
The ARC of Mohave County	Mike Suchowierski	2050 Airway Ave Kingman, AZ 86409	928-757-1758	mohavecountycarc@yahoo.com
	Ashley Baud	2050 Airway Ave Kingman, AZ 86409	928-757-4858	mcarc_ashley@yahoo.com
Lake Havasu City Transit	Jeanette Buckley	900 London Bridge Rd Lake Havasu City, AZ 86404	928-680-5465	BuckleyJ@lhcaz.gov
	Patrick Cipres	900 London Bridge Rd Lake Havasu City, AZ 86404	928-453-5479	CipresP@lhcaz.gov
Hualapai Indian Health Education & Wellness - HEW	Sheilah Navarro	PO BOX 397 Peach Springs, AZ 86434	928-769-2207	sheilah.navarro@hualapai-nsn.gov
	Kristina Shongo	PO BOX 397 Peach Springs, AZ 86434	928-769-4188	Kshongo@hualapai-nsn.gov
La Paz County Health Department	Connie Mathewson	1112 Joshua Ave #206 Parker, AZ 85344	928-669-1100	cmathewson@lapazcountyaz.org
	Karen Turk	1112 Joshua Ave #206 Parker, AZ 85344	928-669-1100	kturk@lapazcountyaz.org
NAU - Senior Companion Program	Heather Brassil	P.O. Box 6001 Kingman, AZ 86402	928-715-2200	Heather.Brassil@nau.edu
	Erin Kruse	PO Box 5063, Flagstaff, AZ 86011-5063	928-523-6585	Erin.Kruse@nau.edu
NAZCARE	Melissa Burg	1610 Riverview Rd. Ste 9 Bullhead City, AZ 86442		mburg@nazcare.org
	Jessie Sands	1610 Riverview Rd. Ste 9 Bullhead City, AZ 86442	928-758-3665	Jsands@nazcare.org
New Horizons Center for People with Special Needs - CPSN	Brooke Russell	2045 Moyo Lake Havasu City, AZ 86403	928-855-9329	Brussell@newhorizonsaz.org
	Kyla Diaz	2045 Moyo Lake Havasu City, AZ 86403	928-855-9392	kdiaz@newhorizonsaz.org
New Horizons Disability Empowerment Center - DEC	David Seigler	9400 E. Valley Road Prescott Valley, AZ 86314	928-772-1266	dseigler@nhdec.org
	Gary Janchik	9400 E. Valley Road Prescott Valley, AZ 86314	928-772-1266 Ext 107	gjanchik@nhdec.org
Parker Senior Center	LeeAnn Anderson	1115 12th St., Parker, AZ 85344	928-669-9514	landerson@townofparkeraz.us
	Hortensia Robles	1115 12th St., Parker, AZ 85344	928-669-9514	seniorstaff@townofparkeraz.us
Rise Services, Inc	Jessica Reed	2519 Airway Ave, Kingman, AZ 86409	928-316-6520 ext. 6521	jessicar@riseservicesinc.org
	Eliana Parra	2519 Airway Ave, Kingman, AZ 86409	480-681-4599	elianap@riseservicesinc.org
Solo of America	Liana Neidlinger	PO Box 6759, Kingman, AZ 86402	928-529-5048	soloofofamerica@gmail.com
Bullhead Area Transit System - BATS, River Valley Seniors	Samantha Houts	2355 Trane, Bullhead City, AZ 86442	928-763-9400 ext. 8335	shouts@bullheadcityaz.gov
	Michael Peluso	2355 Trane, Bullhead City, AZ 86442	928-704-2287	mpeluso@bullheadcityaz.gov
Camel Express	Janet Collier	PO Box 2812 Quartzsite, AZ 85346	928-927-4333	jcollier@quartzsiteaz.org
Hualapai Transit	Ginger Marshall	PO Box 179 Peach Springs, AZ 86434	928-769-2216	gmarshall@hualapai-nsn.gov
	Ernie Wright	PO Box 179 Peach Springs, AZ 86434	928-769-2216	EWright@hualapai-nsn.gov
Kaibab Band of Paiute Indians	Laura Savala	HC 65 Box 2 Fredonia, AZ 86022	928-643-7245	lsavala@kaibabpaiute-nsn.gov
	Elisabeth Whitlock	P.O. Box 97 St. George UT	435-767-8481	ewhitlock@highroadengineering.com
Kingman Area Regional Transit ~ KART	Sheri Furr	3700 E Andy Devine, Kingman AZ	928-681-7433	sfurr@cityofkingman.gov
WACOG	Roland Hulse	208 N. 4th Street, Kingman AZ 86401	928-377-1070	rolandh@wacog.com
	Felicia Mondragon	208 N. 4th Street, Kingman AZ 86401	928-753-1374	feliciam@wacog.com
Lake Havasu MPO	Justin Hembree	900 London Bridge Rd Lake Havasu City, AZ 86404	928-453-2824	HembreeJ@lhcaz.gov
	Sarah Lojewski	900 London Bridge Rd Lake Havasu City, AZ 86404	928-453-2823	LojewskiS@lhcaz.gov
ADOT Program Managers	Shatawn Reed , 5311 PM	206 S. 17th Ave MD 310B, Phoenix AZ 85007	602-712-7106	sreed2@azdot.gov
	Brian McCoy, 5310 PM	206 S. 17th Ave MD 310B, Phoenix AZ 85007	602-712-8774	bmccoy@azdot.gov

Contacts highlighted in purple are the main contact point for ADOT/Coordinated Council topics



**COORDINATED COUNCIL
MEETINGS DATES**

**ADOT Contract year 2022
October 1, 2022 – Sept 30, 2023**

Second Thursday of every other month

DATE	LOCATION
OCTOBER 13, 2022	Kingman – 208 N. 4 th St. (WACOG Office) Call-in option Zoom/Call in option
DECEMBER 8, 2022	Zoom/Call in: Outlook Calendar invites to be sent after approval with links and call in information
FEBRUARY 9, 2023	
APRIL 20, 2023 <i>AzTA/ADOT conf.</i>	
JUNE 8, 2023	
AUGUST 10, 2023	

- Dates are subject to change, pending other commitments, and attendance availability.
- Time 10 AM-12 PM *(subject to change)*

July 29, 2022

Dear: ADOT 5310 and 5311 Subrecipients

RE: Federal Transit Administration (FTA) Transit Asset Management (TAM) Rule - Update

Every 4 years, ADOT is required by FTA to update the ADOT Transit Asset Management Group Plan. Transit Asset Management (TAM) is a business model that uses the condition of assets to guide the optimal prioritization of funding at transit activities in order to keep our transit services in a State of Good Repair (SGR). On October 1, 2018, ADOT published our first Transit Asset Management Group Plan. The plan can be found at this link:

<https://azdot.gov/sites/default/files/2019/08/transit-asset-management-plan.pdf>

ADOT is reaching out to our 5311 Rural Public Transit subrecipients and our 5310 Elderly and Persons with Disabilities subrecipient who operate services open to the public to receive feedback as to whether or not you wish to be included in the ADOT Transit Asset Management Group Plan or if you will be developing your own plan.

Attached to this email you will find a form to be used to confirm your participation or to “opt out” of the plan. **If you wish to “opt out” of the ADOT Group Plan you will need to submit a written opt out letter to Jill Dusenberry, ADOT Transit Group Manager by August 8, 2022.** For each subrecipient participating in the ADOT Group Plan or opting out of the ADOT Group Plan we need you to identify your agency's Accountable Executive and return the attached document to us by 8/8/2022.

The 2018 Plan identified the following performance measures and we propose retaining these measures at this time.

- Equipment – No more than 50% of equipment (including Non-Revenue Vehicles) are past their useful life benchmark.
- Vehicles - No more than 26% of Revenue Vehicles are past their useful life benchmark.
- Facilities and Facility-related equipment – No more than 20% below condition 3 (Adequate) and 0% below condition 2 (Marginal).

Within the next two week, you will be receiving an email from Edmund Shepard with ADOT MPD Transit. The email will include a spreadsheet of your current vehicle inventory as submitted in E-Grants for your most recent grant application. We need your assistance in updating your vehicle inventory by completing any blank fields and updating the current mileage for your vehicles and the current condition. We would appreciate your assistance in providing your updated inventory by 8/15/22.

We look forward to continuing to partner with you on the delivery of transit services in your community. If you have any questions please feel free to contact me at jdusenberry@azdot.gov or Eshepard@azdot.gov.

Sincerely,



Jill Dusenberry,
ADOT Transit Group Manager

CC - Sara Allred, ADOT Transit Asst. Group Manager/ 5310 Program Manager
Brian McCoy, 5310 Program Manager
Shatawn Reed, 5311 Program Manager
Aubree Perry, 5311 Program Manager