



Coordinated Council Meeting Minutes

DATE:	December 8, 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	Marium Margoules, NAU Heather Brassil , NAU Marie Krisner, Hualapai HEW Sheilah Navarro, Hualapai HEW Mary Bierbrodt, La Paz Health Tiffany Dunlap, La Paz Health DeeDee Gomez, MC ARC Melissa Burg, Nazcare	Kyla Diaz, New Horizons CPSN Gary Janchik, New Horizons DEC Hortensia Robles, Parker Senior Ctr Patrick Cipres, Lake Havasu Transit 5307 Jeanette Buckley, Lake Havasu Transit 5307 Michael Peluso, 5311 BATS (Chair)	Sheri Furr, KART 5311 Janet Collier, Camel Express 5311 Felicia Mondragon, WACOG Brian McCoy, ADOT

Shaded items are action items.

ITEM	AGENDA ITEM	
1	Call to order and Introductions	10:02 AM
a.	Introductions	
	Patrick Cipres called the December 8, 2022 Coordinated Council meeting to order at 10:02 AM.	
b.	Review/approval of minutes - October 13, 2022	
	Patrick asked if everyone has had a chance to review the October 13, 2022 minutes which were included in the agenda packet that was sent to everyone via email. With no questions or comments, Patrick called for a motion to approve the minutes as is, Jeanette Buckley entered the motion and it was seconded by Patrick. Motion passed by unanimous vote.	
2	ADOT	
	ADOT Updates and News	
	Patrick invited Brian McCoy from ADOT online to provide an update. Brian McCoy, ADOT 5310 Program Manager explained that ADOT is currently working on ordering the Non-modified vehicles for year 2, agencies need to respond to emails ASAP. ADOT is also working to get FTA wavers for the Buy America requirements in order to be able to get vehicles ordered. Brian asked that if anyone is having reimbursement request problems or has vehicles that are ready for disposal that they let them know. 5310 Applications will be opening in January for agencies to apply for the next 2 years.	
3	WACOG	
a	News/Updates	
	Patrick invited Felicia Mondragon to provide any WACOG updates. Felicia asked that if anyone knows of anyone who needs extra assistance for rental or utilities to please direct them to WACOG. This time of year can be hard for families to make ends meet, so these programs might be able to help.	
b	Quarterly Reporting	
	Felicia reminded agencies that quarterly reports will be due on January 15th for the 1st quarter. Felicia asked that if anyone is having any problems with the workbooks sent out in the beginning of October to let her know so that we can get it fixed before the reports are due.	
c	Program Visits	
	Felicia explained that with the new year we will be starting a new cycle of Program Visits and asked for any volunteers. Both The ARC of Mohave County and Hualapai Health Department asked for one as soon as possible due to staffing changes. Felicia will schedule these visits.	
e	Save the date - 36th Annual AzTA/ADOT Transit conference - April 3rd - 5th 2023	
	Felicia reminded agencies that the Save the date for the 36th Annual AzTA/ADOT Transit conference on April 3rd - 5th 2023 is attached in the agenda packet.	



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4	Coordination Council Topics
a	Finalized Coordination Plan 2023 Update
	Patrick invited Felicia to discuss the Coordination Plan. Felicia explained that the Plan has now gone through all levels of approval and will be submitted to ADOT on time. IT is being provided to the group to be used for the applications as what they put in the Coordination Plan is the maximum that they can apply for.
b	5310 Program-specific discussion (time to talk about what is currently happening in the 5310 program, concerns, questions, assistance, etc.)
	Patrick opened the floor for discussion of all things 5310-related. Marium Margoules with NAU explained that they are currently experiencing a shortage of volunteers for their Senior program. They have stepped up recruitment efforts in all areas. They are also looking for more funding to be able to reimburse volunteers properly for fuel costs.
c	5311 Program-specific discussion (time to talk about what is currently happening in the 5311 program, concerns, questions, assistance, etc.)
	Patrick invited the 5311 agencies to an open discussion. Sheri Furr with KART explained that they are getting ready to release a RFP for the site selection and Environmental Study for a Transit Center in Kingman. They are also waiting for vehicles to be delivered that have been on order but delayed. They also participated in the Parade of Lights. Sheri explained that they are having a hard time with staffing due to the new Federal CDL requirements for passenger endorsement. She asked if anyone had found options to make it easier for drivers to get that endorsement because the only option she was able to find costs thousands. Michael Peluso with BATs explained that they have a list of programs that are accredited to provide the passenger endorsement that he will share. Michael also explained that they are also getting ready to release a RFQ for Engineering and design of a Transit facility in Bullhead they should be moving forward with that in the beginning of the year. Michael also offered to volunteer for the KART selection committee if he is needed. Janet Collier with Quartzsite, Camel Express also took part in the Christmas Parade and they also did a Fall event to help passenger learn to ride the system and learn the rules.
d	5307 Program-specific discussion (time to talk about what is currently happening in the 5307 program, concerns, questions, assistance, etc.)
	Patrick gave a summary of the current activities of the 5307 program which include notification from FTA of their first Triannual Review. They are currently fully staffed. One of the new Dodge Vans was lost due to engine failure with around 20,000 miles due to design problems. They will be going before City Council to request approval for 3 new Hybrid Vans for the Micro-Transit program which is going very well with 6 drivers providing approximately 20 to 30 rides each a day each.
g	Agency announcements/highlights/coordination
	NAU will be collecting gently used blankets to be donated to local shelters for Martin Luther King Jr day. If anyone would like to help collect or donate please reach out.
5	Announcements
a	Next meeting date/location; February 9, 2023 - zoom conference call
b.	Training Opportunities in the region - None
6	Wrap up
a	Agenda Items for next meeting - none at this time.
7	Adjourn
a	Patrick called the December 8, 2022 meeting to a close at 10:47am.