

**PUBLIC MEETING MINUTES  
TRANSIT ADVISORY COMMITTEE  
WEDNESDAY JUNE 6, 2012  
3:00 P.M.**

Ron Romley called the meeting to order at 3:00 p.m.

**ROLL CALL**

Members present: Ron Romley (Chair), John James, William Mitchell, Cheryl Romley, Jim Flood, Sue Mitchell, and Ed Steinback

**3. APPROVAL OF MINUTES**

3a. May 2, 2012 Cheryl Romley moved Sue Mitchell seconded, passed.

**4. CALL TO THE PUBLIC – No response from the public.**

**5. STAFF REPORT – No staff report available.**

**6. SUBCOMMITTEE CHAIR REPORTS**

• **Administrative - R. Romley**

Congratulations to Mike Rugio certified CPR and first aid trainer. Ron Romley will get a Resusci Anne to use for a class for Transit drivers and possibly Senior Center drivers attending. Need one Anne for every two trainees. Cheryl Romley will cover the Transit phone while Bill Mitchell is on vacation. The Xerox machine is defunct so Transit is opening an account with Toms Print Shop. Ron mentioned starting a volunteer's riders program; the volunteer would help the driver with the passengers and paperwork. The Meet and Greet section newspaper is inviting people to write articles, Ron will write an article on the Transit. Ed Steinback will contact the Chino Valley Interfaith Council regarding a presentation of Transit and the need for volunteer drivers.

• **Finance - E. Steinback**

Ed Steinback provided a summary of the quarterly report he will present to Council on June 12. Discussion ensued regarding riders, rider habits, bus stop locations, and future financial projects.

• **Policy & Procedures – J. Flood – no updates on Policy & procedures**

Vicky suggested a policy on left hand turns coming out of the Learning Center.

• **Personnel - S. Mitchell - No updates on personnel**

• **Marketing – C. Romley**

• **CYMPO update - V. McLane**

Vicky advised Adult Care Services is doing Article 9 training, which is required for anyone driving people with developmental disabilities.

**7. OLD BUSINESS**

**7a.** Update on Yavapai County Community Foundation Grant. - C Romley/Vicky McLane  
Vicky advised YCCFC announces in mid-June the recipients of the grant money.

**7b.** Update on bus advertisements -C. Romley  
Cheri advised she and Vicky are working on the contract and by the next meeting; it should be complete to start the bus advertisements. Safeway may advertise on their carts

**7c.** Update on 12/13 grant application with ADOT - E. Steinback

Ed advised he has not heard from Matt regarding the additional 12/13 funding. ADOT distributes funding in the next couple of weeks he will follow up with Matt. Ron advised the funding is broken into two funding cycles. Vicky advised she would follow up on the procedure to order equipment through ADOT.

**7d. Report on Springfest - R. Romley**

Ron Romley advised had a good location at Springfest and considering participating again next year. Next event would be the Territorial Day Parade. The committee agreed to participate.

**7e. Report on quarterly meeting with numbers - E. Steinback**

Reported under financial report.

**8. NEW BUSINESS**

**8a. Meeting with NAZCARE concerning additional ridership - R. Romley / V. McLane**

Ron Romley advised Vicky and he met with NAZCARE to develop a transportation plan to bring clients from Chino Valley to Prescott. Items discussed were:

- Using a second bus, which would have to complete the scheduled route in addition to the NAZCARE drop off
- driver availability
- ADOT approval
- Starting two NAZCARE passengers on the regional route

**8b. Discussion with Sheri Turner concerning D&A testing.**

Sheri Turner is aware of the drivers schedule; drivers should not be called for D&A testing on their off days.

**9. NEXT MEETING DATE: June 20, 2012**

**10. ADJOURNMENT at 4:15 pm by agreement.**

Submitted this June 20, 2012

By: Liz Hart, Town Clerk Assistant