



Rockford Metropolitan Agency For Planning

**RMAP Mobility Subcommittee
Meeting Minutes
Tuesday, February 14, 2017
RMTD East Side Transfer Center**

ATTENDEES: Vice-Chair Janna Bailey – Wesley Willows; April Moore – Lifescape Community Services; Lisa Brown – RMTD; David Fullarton – IDOT; Ivy Hood, Michael Hren, Job Paul Diipla – RMAP; Amy Trail – Barbara Olsen Center of Hope; Ken Terrinoni – Boone County Council on Aging (BCCA)

OTHERS PRESENT: None.

1. **CALL TO ORDER:** Vice-Chair Janna Bailey called the meeting to order at 10:01 a.m.
2. **INTRODUCTIONS:** Attendees introduced themselves.
3. **APPROVAL OF AGENDA:**
Ms. Bailey entertained a motion to approve the agenda. First Motion moved by Ms. Brown. Seconded by Ms. Trail. Motion carried.
4. **COMMUNICATIONS AND PETITIONS:**
Mr. Hren reported that communications with Mr. Mike Healy of IDOT's Division of Public and Intermodal Transportation estimates that the Consolidated Vehicle Procurement Program will be released in the early part of March.
5. **APPROVAL OF THE 01/10/17 MOBILITY SUBCOMMITTEE MEETING MINUTES:**
Ms. Bailey entertained a motion to approve the January 10 Meeting Minutes. First motion moved by Ms. Brown. Ms. Bailey asked for a second to the motion. Ms. Brown indicated that there were not enough attendees from the January 10 Mobility Subcommittee Meeting to approve the Minutes from that meeting. Mr. Hren suggested that approval of the January 10 Meeting Minutes be tabled for the March Mobility Subcommittee Meeting. The Subcommittee agreed to table the meeting minutes and Ms. Brown retracted her motion to approve them.
6. **RMAP HUMAN SERVICES TRANSPORTATION PLAN UPDATE:**
 - a. **Public Transportation Gaps and Strategies**
Mr. Hren gave a presentation on the transportation gaps and proposed strategies for addressing them. The primary purpose of the meeting was to discuss Strategies, Activities, and Projects to address the identified gaps between current services, and to secure some prioritization.

Mr. Hren presented a tentative list of gaps that RMAP staff generated based on transit survey feedback, comments from the Mobility Subcommittee, previous planning efforts from the existing HSTP document, and RMAP staff recommendations. The list of service gaps presented consisted of the following: night service, weekend service, service to Belvidere/Boone County, efficiencies in service delivery, overall coordination, specific locational needs and connection to extra-jurisdictional cities and regions. Mr. Hren invited the members of the Mobility Subcommittee to discuss these gaps as they were presented and invited the members to indicate if there were any missing gaps in service that ought to be included in the list.

Mr. Hren highlighted the timeline for finalizing the document; according to the 4-year certification of RMAP the HSTP needs to be updated by the end of the fiscal year, which is June 30th. In accordance with that timeline, RMAP will be seeking recommendation for the final plan from the Mobility Subcommittee to the Technical Committee in early June at the latest, so the Technical Committee can review and recommend adoption to the Policy Committee for adoption at the June Policy Committee Meeting.

For each gap presented, the Mobility Subcommittee discussed whether the strategies were appropriate and whether there were any strategies that ought to be added to the list, and then discussed some kind of prioritization of the gaps and strategies. Mr. Hren suggested prioritizing the actions for each gap as opposed to prioritizing the gaps themselves in order to keep as many opportunities for funding available as possible.

Ms. Brown raised the concern that if all of the gaps are equally weighted, it may be difficult to delegate responsibility. Mr. Hren stated that the final decision was up to expertise of the Mobility Subcommittee, and commented that it may be difficult to prioritize the gaps due to restrictions from financial resources which may be unknown; Mr. Hren suggested that it may be more favorable to address the gaps individually as appropriate funding sources become available. Ms. Brown agreed and stated that the topic of prioritization may require more consideration.

GAPS AND SERVICES

1) Night service was identified as a service gap. Mr. Hren provided the three (3) following recommended strategies/actions: determine areas and routes where night service is most needed/ in demand, determine purpose of trips for current and potential nighttime users, and establish transit service(s) beyond current hours available.

DISCUSSION:

The survey indicated demand for night service, but there is a lack of indication of where night service is most needed in terms of location; RMAP can look at existing data of night service to determine any trends or other useful information, as well as use planning methods to determine where added night service might create users. Determining the purpose of night service trips would also require research.

Mr. Terrinoni stated that Boone County agrees with the finding, and the county has had some discussion with their service providers on whether it may be possible to extend service hours.

Ms. Brown stated that from a transit perspective, it would be beneficial to initiate night service in Machesney Park and Loves Park, where there currently only exists night service by Paratransit agreement. There is also the question of whether hours ought to be expanded or more routes should be added to existing night hours.

The subcommittee agreed to the following priority listing:

- determine areas and routes where night service is most needed/ in demand & determine purpose of trips for current and potential nighttime users

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City of Belvidere, RMAP Chair

Mayor Darryl F. Lindberg
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Boone County

Deputy Director Kevin Marchek
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Region 2

- establish transit service(s) beyond current hours available

2) Weekend service was identified as a service gap. Mr. Hren provided the same three (3) recommended strategies/actions the weekend service gap as the night service gap: determine areas and routes where night service is most needed/ in demand, determine purpose of trips for current and potential nighttime users, and establish transit service(s) beyond current hours available.

The subcommittee agreed to the following priority listing:

- determine areas and routes where night service is most needed/ in demand & determine purpose of trips for current and potential nighttime users
- establish transit service(s) beyond current hours available

3) Service to Boone County was identified as a service gap; Mr. Hren provided the three (3) following recommended strategies/actions: re-establish a longer Belvidere route, establish new routes into Boone County, and increase promotion of BCCA demand-response service as a means to connect to RMTD routes and other in-county destinations.

DISCUSSION:

Mr. Terrinoni stated that the reason for the reduction of service to Boone County was due to funding issues, and stated that while Boone County was able to provide the minimum requested about to maintain service to the one route in Belvidere, they would re-examine this year for funding options.

Ms. Brown stated that RMTD is coordinating with Mayor Chamberlain in hopes to maintain funding from Belvidere.

Mr. Hren emphasized that funding challenges like this are one of the reasons that we want to prioritize these strategies.

Mr. Terrinoni stated that he would like input from the BCCA transportation representative prior to deciding how to prioritize.

Mr. Hren reminded that subcommittee of the timeline constraints. If there was a delay, RMAP might not be able to respond to the input before the plan's final acceptance.

Ms. Brown asked if the deadline could be extended due to a need for more input from other parties. Ms. Brown suggested setting a meeting at a later date to get more participation on this topic.

Mr. Hren stated that the deadline is not flexible.

Mr. Diipla (RMAP) suggested that the subcommittee move forward, and revisit if it is necessary to hold a special meeting.

The subcommittee agreed to wait for more input prior to the prioritization of the strategies for the Boone County service gap.

4) Efficiencies in service delivery was identified as a service gap; Mr. Hren provided the three (3) following recommended strategies/actions: coordination between public and private transportation, creation of a guidebook of area transit providers and what services they provide, and bus and driver sharing opportunities.

DISCUSSION:

Mr. Hren stated that opportunities to co-mingle public-private monies would be to the advantage of transit providers and that RMAP would be well-suited to create a guidebook based off the HSTP

into an easy-to-read guide for transit-users. He further stated that the driver-sharing strategy was a suggestion from the Mobility Subcommittee during the past year.

Ms. Brown questioned whether something easily completed like a guidebook should be a top priority because of the speed of completion or a lower priority because it would be less necessary. Ms. Brown stated that she believed bus sharing should hold the highest priority.

Ms. Bailey raised concern that the guidebook might change if bus-sharing was executed and so coordination among providers might be a necessary first step.

The subcommittee preliminarily agreed to the following priority listing:

- bus and driver sharing opportunities
- coordination between public and private transportation
- creation of guidebook of area transit providers and what services they provide

5) Coordination and communication of transportation stakeholders was identified as a service gap; Mr. Hren provided the three (3) following recommended strategies/actions: Find ways to reach out to more Human Service Agencies to determine their needs and interest in participation on the Mobility Subcommittee, find ways to improve communication between municipal partners and transportation providers regarding known future transit needs early in the process, increase awareness of Paratransit.

DISCUSSION:

Mr. Hren suggested that reaching out to more human service agencies will provide more information which will improve regional transportation. Regarding paratransit, Mr. Hren reiterated that even eligible users of paratransit are not fully aware of all of the uses for Paratransit services, and so advertisement might communicate more easily to the public. Mr. Hren reiterated the importance of links between agencies so that users will not face a dead-end if one provider cannot help them.

Ms. Moore stated that Lifescape regularly works to get clients who need a transportation to RMTD to apply for paratransit application. Lifescape also receives a lot of calls from other agencies asking what services are available throughout the region, so it might be useful to add “Steps for Action” for those situations.

Ms. Brown stated that RMTD also has a service to schedule transportation to the Center to sign up for paratransit service if an individual does not have transportation.

The subcommittee agreed to the following priority listing:

- increase awareness of Paratransit
- find ways to reach out to more Human Service Agencies to determine their needs and interest in participation on the Mobility Subcommittee & find ways to improve communication between municipal partners and transportation providers regarding known future transit needs early in the process

6) Specific locational needs were identified as a service gap; Mr. Hren provided the four (4) following recommended strategies/actions: Mercy Health new campus, projected to open 2019; ESTC to Belvidere, currently open with reduction in service from original route; Cultural/Recreational Destinations currently under-served; Other known future developments?

DISCUSSION:

Mr. Terrinoni stated that BCCA has initiated talks with McHenry County to possibly expand service into

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McHenry County, which came up through regional Economic Development meeting. Mr. Hren stated that that type of program would fall more in line with extra-jurisdictional gap. Ms. Brown indicated that RMTD service generally covers locations like museums, parks and gardens, but with recreational services that hold later hours, service needs to improve.

The subcommittee agreed to the following priority listing:

- Service from ESTC to Belvidere, currently open with reduction in service from original route
- Service to Mercy Health new campus, projected to open 2019
- Cultural/Recreational Destinations

7) Connection to extra-jurisdictional cities/regions was identified as a service gap; Mr. Hren provided the three (3) following recommended strategies/actions: Bus Rapid Transit (BRT) Connection to Elgin METRA Station, Commuter Rail connections to Chicago and Iowa, & Seek Partnerships with interested communities and agencies to help with implementation and financing of operations of new transit route

DISCUSSION:

Mr. Hren indicated that, but Mr. Terrinoni's earlier mention of BCCA considering expansion into McHenry County should be considered on this list.

Mr. Terrinoni stated that determining prioritization would require data; Ms. Brown agreed.

Mr. Diipla stated that RMAP can point to the need for data in the plan.

The subcommittee agreed to defer prioritization of this item until a later time.

7. OTHER BUSINESS: Ms. Bailey asked if there was any other business.

Ms. Brown stated that RMTD will be publicizing expansion of the Medicaid service from the previous 9am-2pm service.

Mr. Hren stated that he would reach out to Ms. Brown in order to be able to incorporate the expansion into the text of the HSTP.

Mr. Diipla mentioned that Transform Rockford was hosting an RMAP presentation for the Bicycle and Pedestrian Plan update at the next Community Conversation, and stated that all members of the Mobility Subcommittee are welcome to attend. Currently RMAP is working on updating the Unified Work Program document, which will be available for public comment in March. RMAP is also in the beginning stages of updating the Management and Operations plan.

8. ADJOURNMENT:

Hearing no other updates Ms. Bailey entertained a motion to adjourn the February 14, 2017 meeting. First motion by Mr. Terrinoni and second motion was made by Ms. Trail seconded the motion. The meeting adjourned at 11:16 a.m. The next meeting of the RMAP Mobility Subcommittee will be held at the RMTD East Side Transfer Center at 725 N. Lyford Road, Rockford IL 61108, on March 14, 2017, at 10:00 a.m.