

**TRANSPORTATION ADVISORY BOARD MEETING**  
**February 17, 2022**

**Members Present:** Brandi Claybrooks, Hope Prather, Jacki Hawkins, Janna Bianculli, Jimmie Brissie, Kat Nevel, Kristen Martin, Noah Henderson, Peggy Allen, Renee Carlson, Shannon Perry, Terri D’Avanzo, Trina Stokes, and Victoria Cortez

**Members Absent:** Autumn Radcliff, Tim Jones and Tim McFalls

**WCCA Staff Present:** David White, Felicia Sanchez, Jeff Roper, Erin Outlaw and Kim Hall

**Guests:** Angela Kemper

**Welcome and Introductions:**

Noah Henderson opened the meeting at 10:02 am by welcoming everyone.

**Minutes of Transportation Advisory Board Meeting:**

Noah called for a motion to approve the minutes of the November 18, 2021 meeting of the Board. Terri D’Avanzo motioned to approve the minutes. Janna Bianculli seconded the motion. All were in favor. The minutes stand approved as submitted.

**New TAB Manual:**

Noah called for discussion of the TAB Manual that was sent out to all board members. There were no questions or comments. Janna Bianculli motioned to approve the manual. Jimmie Brissie seconded the motion. All were in favor. The manual stands approved as submitted. Jeff reminded everyone to have someone from their organization fill in for them if they are not able to attend a meeting.

**Announcements:**

- Noah thanked Jimmie Brissie for accepting the position of Vice-Chair for this Board.
- Noah welcomed the following new members:
  - Brandi Claybrooks, NCDOT Transportation program consultant for the Mountain Region of North Carolina. Came the NCDOT from the Durham Transportation Department
  - Renee Carlson, Transition Counselor from the Henderson County Rehab Office. She will be replacing retiring Terri D’Avanzo. Noah thanked Terri for her service to this board.
  - Richard Reagen, WNCSource Board Member, Para-transit user.
- Noah reminded everyone to return his or her signed member forms.
- David White discussed the reasoning behind WCCA rebranding to WNCSource.

***Understanding Funding Sources for Transportation Presented by Erin Outlaw:***

➤ **Federal & State Grants:** Represents 54% of Revenue

Funds managed by NCDOT

- Section 5311
  - Administration: Funds 85% of the Department's Rural Admin Costs
  - Capital: Funds 90% of scheduled capital purchases
- Section 5310
  - Funds 50% of transportation services for elderly & disabled
- CARES Act
  - Funds pandemic related costs

Funds managed by Henderson County

- Rural Operating Assistance Program (ROAP)
  - RGP – Rural General: Transportation services for citizens that live in the rural areas of the County
  - EDTAP – Elderly & Disabled: Transportation services for elderly & disabled citizens
  - EMPL – Work First: Transitional/employment transportation services

Funds managed by Land of Sky Regional Council (Aging)

- Home & Community Care Block Grant (HCCBG)
  - General: Transportation services for Older Adults to congregate meal sites and for shopping trips
  - Medical: Transportation services for older adults to medical appointments

➤ **County Grants:** Represents 3% of Revenue

- Same Day Next Day: Transportation services for clients not eligible under other grant activities
- Administration Match: Funds for required local match on 5311 Admin & Capital grants

➤ **Fares:** Represents 2% of Revenue

Transit fares are collected and forwarded to Henderson County

➤ **Contracts:** Represents 41% of Revenue

- Apple Country Public Transit
  - Transit Services
  - Paratransit Services
- Other Community Services Organizations
- Medicaid/Medicare Transportation Services

**Impacts from Pandemic on Funding:**

- Increase in overall funding due to Federal legislation – CARES Act
  - Technology updates
  - Partial Administrative Leave in early 2020
  - PPE
  - Vehicle sanitation services
  - Staff vaccination incentive
  - Weekly employee testing under vaccine mandate
  - Funded ROAP services in FY 2021 when removed from State budget
- Challenges in utilizing available funds
  - Decrease in client demand
  - Staffing challenges
  - Manufacturing delays on new vehicles
- Mitigating those challenges by
  - Extending period of performance of grants
  - Marketing/Advertising services
  - Increase in company pay grades

Erin called for questions or comments. None was proffered. Jeff recapped the pandemic issues.

***Old Business:*** None

***New Business:*** None

***Next Meeting Date:***

The next meeting date was set for Thursday, May 19, 2022 at 10:00 AM. We will meet virtually until further notice.

***Adjourn:*** Noah called for any other business. With no further business, Noah call for a motion to adjourn. Hope Prather so motioned. Terri D’Avanzo seconded. All were in favor. The meeting adjourned at 10:38 AM.

## Transit Advisory Board Members

### Board Leadership

Noah Rose	Retired	Board Chair
Jimmie Brissie	Henderson County Emergency Services	Director
Jeff Roper	WCCA	Transportation Director

### General Board

Autumn Radcliff	Henderson County Planning	Planning Director
Brandi Claybrooks	NCDOT	Transportation Program Consultant 1
David White	WCCA	CEO
VACANT	Land of Sky Regional Council	Regional Transportation Planner
Felicia Sanchez	WCCA	Transportation Program Assistant Manager
Hope Prather	Vocational Solutions	Production Coordinator
Jackie Hawkins	Blue Ridge Community Health Services	Director of Practice Operations
Janna Bianculli	Henderson County Planning	Planner III
Kat Nevel	Council on Aging Henderson County	Director, Sammy Williams Senior Center
Kim Hall	WCCA	Executive Assistant
Kristen Martin	Thrive	Executive Director
Peggy Allen	The Hope Center of Hendersonville	Executive Director
Renee Carlson	NCDHHS – Vocational Rehabilitation	Rehabilitation Counselor
Richard Reagen	WNCSource Board Member	Retired/Paratransit Client
Shannon Perry	WCCA Board Member	Content/Copy writer
Terri D'Avanzo	NCDHHS – Vocational Rehabilitation	Rehabilitation Counselor RETIRING
Tim Jones	Hendersonville Rescue Mission	Vice President, COO
Tim McFalls	Henderson County Emergency Services	Logistics Officer
Trina Stokes	Advent Health	Major Gifts Officer / Foundation
Victoria Cortez	Henderson County Emergency Services	Emergency Management Planner