

Elderly Persons and Persons with Disabilities 5310 Transportation Program
Ad Hoc Committee Meeting Minutes
March 18, 2009, 9:00 a.m.-2:00 p.m.
Maricopa Association of Governments, Ocotillo Room

MEMBERS ATTENDING

John Fischbach, City of Goodyear, Chair
Gary Bretz, Valley Metro
Ann Marie Riley for Denise Demaray, City
of Chandler
Matt Dudley, City of Glendale
Julie Howard, City of Mesa
Gregg Kiely, Arizona Department of
Transportation (ADOT)
Ken-Ichi Maruyama, Town of Gilbert
Wendy Miller, City of Phoenix
Kristen Taylor, City of Avondale

OTHERS PRESENT

Ben Baxter, Terros
Patrice Caldwell, Arizona State Hospital
Kristie Chung, Terros
Jane Cole, Palo Cristo Presbyterian
Church
James Guizar, Arizona Spinal Cord Injury
Louise Pelissier, Palo Cristo Presbyterian
Church
Diana Toussaint, DES/DAAS
Marilyn Zepeda, UCP of AZ
Rachel Brito, MAG
DeDe Gaisthea, MAG

1. Welcome and Introductions

Chair John Fischbach called the meeting to order at 9:08 a.m. Introduction ensued.

2. Call to the Audience

No comments were made at this time.

3. Approval of the February 25, 2009 Meeting Minutes

Wendy Miller, City of Phoenix, motioned to approve the February 25, 2009 meeting minutes.
Gary Bretz, Valley Metro, seconded. The motion passed unanimously.

4. Section 5310 Application Discussion

Ms. Gaisthea, MAG, thanked committee members for their time and commitment to the application process. She provided a brief overview of the schedule and reminded Committee members of the importance of adhering to the schedule. She briefly reviewed the documents provided in the agenda packets and noted not all agencies were asked to respond to questions from the Committee, however, they were all required to participate in the interview process.

Ms. Gaisthea said two agencies submitted applications for Mobility Management funds and ADOT would allow agencies to receive the lower match if they showed exemplary coordination.

Gregg Kiely, ADOT, said the federal to local match is standard with the Federal Transit Administration (FTA) of 90/10. He added Mobility Management and/or other truly exemplary coordination projects could possibly receive a 94/6 local match. He defined "exemplary" as "we will know it when we see it". Mr. Kiely said there has been a modest amount of confusion statewide regarding the function of mobility management. ADOT

considers mobility management as a short to mid-term planning function that can allow for staffing, hardware, software and coordination efforts; not just a scheduling function. He added mobility management may include a partnership among agencies. As an example, he noted the partnership between Terros and Triple R. He said it is viewed as a multiple agency award and in time he would like to see the process grow to include as many partners as possible. Mr. Kiely added the mobility management awards is not intended for long term but recognized that it can take a couple of years to grow. Mr. Kiely said there have been some concerns this past year with Terros, not specifically related to mobility management, but other vehicle awards the agency reneged on. He said that placed ADOT in a bind to find other agencies and relocate the vehicles. He pointed out Triple R is requesting vehicles.

Ken-Ichi Maruyama, Town of Gilbert, asked how mobility management is defined. Mr. Kiely responded stating the Federal Transit Administration's (FTA) definition is similar to ADOT's on program use. He gave an example of a project in Prescott that has combined funds from 5316, 5317, and 5310 for mobility management because they are dealing with bits and pieces of all three programs. He said the agency was encouraged to apply for funds from all programs. As a base definition, mobility management is the same for Section 5310, 5316, 5317 and 5311 programs. Mr. Maruyama said he had hoped to learn how each individual program defines mobility management.

Mr. Kiely said mobility management funds are consistent with the function of the program function. He said for example, the New Freedom program is specific to the Americans with Disabilities Act (ADA) because mobility management brings players together to work on issues specific to ADA. He noted JARC as another example where mobility management funds would be used to focus on job access and bringing other agencies to the table to work toward specific accomplishments related to JARC.

Mr. Kiely said mobility management has been an area of concern and the large size of the MAG region adds to the complexity. He said ADOT has guarded against having numerous mobility management functions throughout the sub-regions but added this does not denigrate the Terros and Triple R mobility management program. Mr. Kiely said one vision is to have several mobility management projects by sub regions, for example such as in the East Valley, Northwest Valley, and South Central.

Mr. Kiely said RPTA, through ADOT, has submitted a grant request to United We Ride, for a one-stop call center whose primary, central focus is to serve ADA clients. He said the language in the grant was expanded and it has become a larger mobility management process through RPTA. Ms. Gaisthea said this is great information to keep in mind during the application process.

5. Agency Interviews

TERROS, Inc., Ben Baxter

Mr. Kiely commented TERROS was unable to accept four cutaway vehicles that were previously ordered for them. He asked Mr. Baxter to explain their thought process relative to

the tracking system and their current request. Additionally, he requested a brief overview of Terros' plans for mobility management.

Mr. Baxter said Terros has reviewed their current operations and plans for the future. He said their philosophy related to funding changed from the time they submitted the application to the time when the vehicles would be delivered. As such, the agency felt the vehicles would be better utilized elsewhere. Regarding mobility management, Mr. Baxter said they have two main targets; increasing the number of trips for eligible clients, and encompassing the software and manager for the system. He said mobility management is an interesting undertaking and collaborative effort with Triple R. They are striving to expand the program, coordinate activities, run routes, maintain data on fleet and keep vehicles on the road longer and safer. He said the collaborative effort is new to the operational side of Terros' business, but not new to the service provided.

Mr. Kiely asked about prospects to the expansion of other elements. Mr. Baxter said the collaboration with Triple R has been a success. He added other agencies have shown interest and commitment to collaborating depending on funding; communication has drawn out other potential partners that had not previously been considered. Mr. Kiely asked if the other agencies referenced serve the same types of clients. Mr. Baxter said all of the agencies are behavioral health and have a variety of clients however, they see potential target areas offered by some providers that are not currently offered by Terros or Triple R. He said the collaborative effort will try to encompass all target populations served by Section 5310 funding.

Mr. Maruyama asked if the mobility management is a continuation of a prior award. Mr. Baxter said the program is a continuation that would offer the opportunity for greater expansion and collaboration. Mr. Maruyama asked for a brief highlight of achievements. Mr. Baxter highlighted good partnerships with technology vendors, keeping network lines open at Triple R, and technology in vehicles to be able to determine where vehicles are and gaps in time. He said as the programs expand, they will see better utilization of vehicles, increased trips and better safety. Mr. Maruyama asked for an agency report. Mr. Kiely informed the Committee Terros' contract was signed late and as such there was not enough information to report on at this time.

Gary Bretz, Valley Metro/RPTA asked about major challenges in starting a mobility management program. Mr. Baxter said it all starts with an idea. He noted that being able to operate the program between two companies as well as internally is a challenge. He added that bringing in new ideas and educating employees about how the coordination program will enhance service is both a challenge and key.

The Center for Habilitation (TCH), Vicki Kringen:

Ms. Kringen began by thanking the Committee for the opportunity to talk about TCH. She gave a brief overview of the agency, locations and services provided. She said TCH has been a long-time time participant in the Section 5310 program and the program is critical to the success of providing transportation for individuals with significant disabilities. TCH vans

are used to transport from homes to jobs, to other programs, to community activities, church, the mall, and to social activities.

In response to the question previously posed by the Committee, Ms. Kringen said an incomplete inventory had been submitted and a revised inventory had been emailed to MAG. Additionally, copies were provided for the Committee. Ms. Kringen said the last page of the inventory reflects the two vans that are in need of replacement. Ms. Kringen said they were awarded a couple of vans last year and had the opportunity to purchase two wheelchair vans that had been repossessed. This puts their fleet in good state with regard to wheelchair vans.

Wendy Miller, City of Phoenix, asked why TCH had not attended some of the required meetings. Ms. Kringen said the agency's director, who was very active in attending different functions and trainings, left the agency last fall, leaving them shorthanded. Ms. Kringen said a replacement was recently hired and is being trained with regard to the program and its requirements.

Matt Dudley, City of Glendale asked about the source of their match fund. Ms. Kringen said Cutty Legacy was established in 2000 to help support TCH and Arizonans with disabilities. She said they have two primary funding streams: contributions and interest in dividends on their investments. Cutty Legacy was funded through the sale of property previously owned by TCH in downtown Tempe.

Julie Howard asked for a definition of "profound and incapacitated" which was a term used in the application. Ms. Kringen said the term refers to clients with multiple issues or who require an attendant by their side in order for them to participate. Their disabilities are such that they require door-to-door assistance.

Arizona Recreation Center for the Handicapped (ARCH), Vera Martinez

Ms. Martinez provided reference letters that were not previously included with the application. Mr. Kiely asked if there are any written agreements underway with regard to coordination efforts. Ms. Martinez said they have no written agreements however, they coordinate with group homes as needed. She said they have a fairly small fleet.

Mr. Kiely asked if other agencies in the area know about ARCH and vice versa. Ms. Martinez said there are a lot of programs and many of the same clients attend various different programs. As such, the centers coordinate transporting clients to and from their locations. Mr. Kiely asked if the agency is able to manage if a vehicle is out of service. Ms. Martinez said vehicles are taken care of as soon as a problem is reported. She said on occasion vehicles are used to provide outings for clients; such as an upcoming trip to Laughlin. In regard to sharing back-up vehicles with other agencies, Ms. Martinez reiterated the agency has a small fleet but does what it can to assist.

Mr. Dudley asked why an annual audit was not conducted. Ms. Martinez advised ARCH's accountant does an annual financial report and the agency is monitored by DES Division of Developmental Disabilities that provides funding for their program.

With regard to the percentage of volunteers used, Ms. Martinez said given specific activities involving driving, five percent are volunteers. She noted that volunteers are used for their programs quite often.

Hacienda, Inc., Robert Miller:

Mr. Dudley asked how difficult it is to coordinate with other agencies due to the fragile state of their clientele. Mr. Miller said it is impossible; ambulance service is the only alternative provider when an individual requires immediate transport to a hospital. He said Hacienda is not equipped to handle emergency transportation and there are no other providers that staff to the level they require. Mr. Miller said if they are awarded, they plan to replace a smaller van with a larger capacity vehicle.

Mr. Kiely questioned coordination efforts and the ability to assist other agencies during down time. Mr. Miller said the agency has provided transportation for DES clients with similar medical conditions. He said the agency is willing to transport other agencies' clients if time allows and the agency would be the best fit for somebody. However, because of the specialized nature, he said this isn't always the case.

Mr. Kiely said many agencies view coordination only as the sharing of vehicles but it is much more than that. He said agencies can share helpful aspects such as how they run their operation.

Chandler Gilbert ARC, Billy Parker:

Mr. Dudley asked for an overview of what the vehicles requested will be used for.

Mr. Parker said they applied for two non wheelchair-accessible vehicles to be used for transporting people with developmental disabilities. He said they have a community living component, day treatment and work program that share use of vehicles. He said they have a large fleet of wheelchair vehicles received through this process and once they receive the vehicle awarded from last year, they will have enough accessible vehicles. He noted they have a couple of non wheelchair-accessible vehicles in excess of 100 thousand miles used to transport individuals with mental disabilities.

Mr. Dudley asked if the agency is seeing an increase in service. Mr. Parker said the afterschool employment training program that prepares student for post school options starts this year. He explained the agency was approached by the Department of Developmental Disabilities to offer this training. Additionally, the agency has a summer program for students with developmental disabilities that increased in participation last year. An increase is also expected this year. He said when the application was submitted, they were unaware of issues facing DES. The information they have is that all services will continue.

Mr. Maruyama asked for clarification regarding driver safety training. Mr. Kiely advised on-line training is now available through ADOT. Mr. Parker said he has registered for on-line training and their plan is to continue with defensive driver, safety and sensitivity training. They are no longer doing PASS training as they no longer have a certified instructor. Mr.

Parker said passenger safety training is being addressed through the defensive driving program which covers those topics.

Mr. Kiely suggested the agency avail itself to specific PASS training and keep in touch with their trainers as the on-line training may not provide as much specificity. Mr. Parker said he is looking for another opportunity to gain a PASS certified driver.

Regarding donations and the fundraising match, Mr. Parker said they have conducted some events in the past. Their business office has worked with the tax credit program and mass mailings are sent to their mailing list and past supporters and people that donate on a regular basis. He said the agency also has subcontractor revenue they are able to develop through their work program.

Mr. Parker provided information on the agency's joint working agreements with the Chandler Unified School District, Community Services of Arizona and City of Chandler in regard to support for transportation services.

Ms. Howard noted the agency did not answer the question pertaining to agency participation in coordination meetings. Mr. Parker will submit a revised page. He noted the agency does participate.

Horizon Human Services, Marsha Ashcroft:

In response to a question from the Committee about who the agency shares vehicles with, Ms. Ashcroft said the agency has a verbal agreement with Pinal County to provide backup transportation for Pinal Rides. She said they also provided vehicles and drivers for other agencies that call when their vehicle is broken such as Dial-A-Ride clients in Gila County, and individuals with developmental disabilities in Maricopa county. She added the agency is willing to reciprocate and transport clients.

Ms. Ashcroft responded to a question from the Committee regarding the need to replace a low-mileage vehicle. She said the 2006 vehicle was received in December 2005 and currently has 60,000 miles. They are anticipating the need to replace in 2010 as it would have close to 100,000 miles and would need to be replaced at that time.

Mr. Dudley noted the prior year accidents and asked for information on the agency's training program. Ms. Ashcroft said all new employees go through an extensive training involving their transportation manual and defensive driving. They also require an annual defensive driver training review. She said individuals who receive citations have their driving privileges suspended until they go through a training review. She said depending on the severity of the accident, they may be permanently suspended. She said the agency is working with the insurance company regarding the development of a loss control and safety first program.

Ms. Miller asked for clarification of the \$2 million in cash reserves. Ms. Ashcroft gave a brief history of the agency and the number of vehicles and facilities throughout the state. She also noted a recent contract in Yuma and several federal contracts for behavioral health. Ms.

Ashcroft said the agency can depend on most funding sources on a regular basis. She added when this funding is combined with their facilities, the value of their assets increases considerably.

Mr. Kiely inquired if Horizon had attended an ADOT compliance workshop the previous year. Ms. Ashcroft said they participated through CAG in Apache Junction. Mr. Maruyama asked for clarification on the operation worksheet. Ms. Ashcroft said it provides a breakdown cost of driver and vehicle expenses. Additional expenses are in running the vehicle.

Triple R Behavioral Health, Inc., Jeff Gray and Wayne Hochstrasser

Mr. Hochstrasser said Dan Pontius was the main individual who prepared the proposal but was unable to attend due to health issues.

Mr. Hochstrasser said Triple R has been a recipient of MAG vans since 1997. The use and age of the vehicles along with expansion of services in outlying areas has necessitated the need for new vans. He added the agency submitted a proposal for two of the vans needed, however, they were not awarded. He noted Apache Junction does not have significant transportation services and the majority of clients are reliant on some form of assistance to get them to their place of residence. He said they all mutually serve clients within a particular eight mile area.

With regard to question number two, trips noted as “other” pertain to a volunteer program that transports clients to volunteer opportunities for public projects. Most of these clients are not job ready. The volunteer opportunities provide them with an opportunity to give back to the community. He said there are 40–50 projects per week and five vans associated with this particular program which serves approximately 235 clients. Ms. Miller said the total reflected in the application equals more than 100 percent and asked for clarification. Mr. Hochstrasser asked to defer to Mr. Pontius for further clarification.

Regarding drug testing, Mr. Hochstrasser said Triple R debated the cost versus the benefit of testing and random versus regular testing. He said when they were ready to implement drug testing, the requirement for finger printing expanded. They opted to do finger printing but are exploring the feasibility of future drug testing.

Mr. Hochstrasser clarified the request is for minivans. The request for maxi vans is a typo. He said a defense ratio is used as a way to measure how many days of operation an organization can have in terms of reserve funds and Triple R has unrestricted revenue to operate 119 days. He confirmed they would be increasing service with additional vans and expanding in peripheral areas of Maricopa County. Mr. Hochstrasser said they currently have three out of 39 vans allocated to programs in Apache Junction with an average of 1,600 miles monthly per van. He said the remaining vans average 600 miles monthly per van.

Mr. Kiely asked about continued coordination efforts with Terros regarding mobility management. Mr. Gray said they are partners in the 2009 application. He noted it is a beneficial program and confirmed they are pursuing continued coordination efforts. Mr.

Hochstrasser noted all four agencies in the current application have a working history of collaboration.

Ms. Howard asked why only two lift vehicles are being requested. Mr. Hochstrasser said they serve 1600-2000 clients per year that mostly targets the psychiatric population and 38 service delivery sites. They would like to have lift-vehicle capability in certain strategic areas to deploy as needed.

Valley of the Sun School and Habilitation Center, Marcy Brannoch:

Ms. Brannoch addressed the Committee's question regarding their annual fundraiser stating it is not intended just for raising the capital matching funds.

Mr. Dudley asked why there is no current coordination effort even though the agency would consider doing so. Ms. Brannoch noted time constrains, staffing issues, and insurance matters. She said they have spoken with other agencies and are looking at possibilities. Mr. Dudley asked about their training program to prevent accidents. He noted there were three accidents in the previous year. Ms. Brannoch said the agency does have requirements for driver training and drivers are also required to take a one-on-one training with the supervisor. When accidents occur, drivers may either be terminated or are required to take more training. She acknowledged this is an area they are working on. Mr. Kiely asked for clarification of their policy. Ms. Brannoch said the transportation policy requires drivers to meet with three members of the safety committee, regardless of whether the accident is large or small. The panel interviews the driver to determine what went wrong, how to correct the issue, and determine the type of action necessary.

PPEP, Inc. / Encompass, Jackie Johnson:

Ms. Johnson addressed the Committee's previously submitted question regarding an increase in service, but not in passenger miles or service hours. She said they are obligated to run a program in Avondale but were requested to lower the hours of operation. Also, they recently gained two new clients which increases the number of individuals per vehicle but does not change the route or miles. Ms. Johnson said there is an increase in the number of individuals requiring care and they have been researching the possibility of a day program in the Buckeye area; additionally, because of cuts in service, they feel there are more clients to assist because other agencies are not able to keep up with the need.

Mr. Kiely noted the agency was awarded at least one vehicle per year and the agency appears to be making good use of the vehicles. He asked how many individuals are transported in a typical trip. Ms. Johnson replied four to seven individuals at a time depending on the vehicle.

City of Avondale, Frances McCoy

Ms. McCoy stated the Area Agency on Aging provides vehicles at a cost of one dollar per year to lease vehicles to support Human Services. Mr. Kiely asked with regard to Section 5316, Job Access and Reverse Commute (JARC), if there are any coordinated aspects related to senior programs. Ms. McCoy responded she was not aware of any through JARC. Kristen Taylor, City of Avondale, noted the JARC application was submitted only for the purpose of

serving Route 131. Ms. McCoy said the requested donation is \$.50 cents roundtrip per day for City of Avondale employees.

Mr. Maruyama asked about developing procedures for the future and the timeframe for doing so. Ms. McCoy said they operate using policy and procedures from the Area Agency on Aging and they are required to train all drivers. She said their own policies and procedures will be developed as soon as they know the outcome of their application. She noted that while adopting AAA's procedures is an option, the City of Avondale may have additional requirements.

Mr. Kiely asked how senior transportation has been handled since this is Avondale's first time applying for Section 5310 funds. Ms. McCoy said their Special Transportation Services grant through AAA ended last July and while they have a lease agreement for use of vehicles, they are experiencing more mobility challenges. They currently provide service for several seniors including four in wheelchairs and five who use walkers. She added seniors are sometimes turned away because the van is not always available. Mr. Kiely asked, depending on funding, if one vehicle would suffice. Ms. McCoy replied yes.

Foothills Community Foundation/Foothills Caring Corps, Bill Budriss and Jane Hubbard for Debra Determan.

Ms. Hubbard said their agency receives very little federal aid. They receive LTAF money from the Towns of Cave Creek and Carefree. With regard to drug testing, she said they are a fairly small nonprofit and they provide a lot of oversight for employees and volunteers. Additionally, they are church-based and have not seen the need for drug testing. Ms. Hubbard said they are open to input from the Committee on whether they should implement a drug testing program. Mr. Kiely said Section 5310 currently does not require it, however, it is required for new hire orientation and as a refresher to talk about substance abuse in work place safety, and for anyone who has direct interface with passengers. Mr. Budriss said they are willing to do this said and it would be easy to write something into their policy. Ms. Kiely noted agencies sign a commitment to a drug free workplace and as a practical matter to maintain, they need an education program. The other aspect is post-accident testing required by local and state laws.

Ms. Hubbard clarified vehicles are not primarily used for Meals-on-Wheels; that is only done with volunteers' private cars. She noted vehicles could be used for this aspect in the future, but there is no plan to do so at this time. Mr. Kiely noted the program is not discouraged by ADOT or the FTA, however, it should be an ancillary part of the program and not displace normal passengers.

Mr. Kiely asked if there is any coordination being done, noting that refers to a variety of activities. Ms. Hubbard said they do not have many agencies to coordinate with in the North Valley; however, they do coordinate transportation with Carefree and Cave Creek. She noted collaborative work with the YMCA community center and end-user training received from Valley Metro.

Mr. Kiely questioned if any other agency that might be serving that area would know they exist. Ms. Hubbard said Dial-a-Ride does not travel as far as their location; they are unaware of any other agencies. Mr. Kiely encouraged them to continue participating in the meetings as there may be other opportunities for collaboration. Ms. Hubbard said they have dreamt of starting a route that would take people down to meet the light rail.

Mr. Budriss said they are so spread out thus the need for extra vehicles; additionally, they transport very fragile people who cannot handle being on a route for a very long time. He said the route has been divided twice and should be divided again. Ms. Hubbard said they share vehicles mainly with other churches but other groups are also welcome to use their vehicles. Their agency will provide training or drivers.

Mr. Maruyama asked if there is a job description or organization chart for the mobility manager position requested. Ms. Hubbard said the agency has discussed developing a position description. She said as the fleet grows, it adds to the complexity of the position and funding would support a position to manage the fleet route maintenance. She confirmed the agency director would supervise the mobility management program.

Regarding collaboration and mobility management function, Ms. Hubbard said they hope to collaborate more with the Towns of Carefree and Cave Creek and the Chamber of Commerce to create fixed routes. She noted there is not so much coordination with Kiwanis, Scottsdale or City of Phoenix. Mr. Budriss said much of their area is Phoenix but falls in the Cave Creek zip code. He noted Carefree introduced a survey at their Council meeting to see what people need and he stressed there is a need.

Mr. Kiely reiterated mobility management function is not just a scheduler or dispatcher, but a planning function that attempts to bring a number of other agencies to the table. Mr. Maruyama said it would be helpful to define mobility management and clearly see what efforts were made during the previous year. He added that information would be helpful in supporting what the agency does.

United Cerebral Palsy of Central Arizona, Carla Landwerth:

Mr. Kiely asked Ms. Landwerth to elaborate on their efforts to assist with emergency situations in Glendale and Surprise. Ms. Landwerth said she is a Red Cross volunteer and assisting the Cities of Glendale and Surprise seemed like a good opportunity to utilize their vans in an emergency situation. Mr. Kiely applauded UCP for those efforts and noted it should be part of the emergency preparedness plan. Ms. Landwerth noted they are still in process.

Ms. Landwerth said they are located at 19th Avenue, North of Deer Valley Airport, South of Pinnacle Peak. She said the only other agency is a for profit organization and although she has tried, they are not open to collaborating. Mr. Kiely asked if they have had any discussion with the faith-based agency Foothills Caring Corp. Ms. Landwerth said they are not close by. However, she said they have begun communicating with STARS that is closer to their location.

Ms. Landwerth said the agency did enact a drug policy and annual retraining for staff as was suggested by the Committee last year. Mr. Maruyama asked if one vehicle is awarded, would be it a replacement. Ms. Landwerth replied yes. Ms. Gaisthea clarified the first priority would be a replacement van; Ms. Landwerth confirmed.

STARS, Virginia Korte

Ms. Korte addressed the Committee's question regarding fees. She said their published fee per trip is \$10. However, they currently do not have anyone paying a fee because clients are at their residential site, and as part of the residential arrangement, they are not charged to be transported from the residential program to the day program.

Mr. Kiely asked if they have enough wheelchair accessible vehicles. Ms. Korte replied yes. She said they have written agreements with the Scottsdale Unified School District, Dial-A-Ride and Yellow Cab Co.

Mr. Kiely asked if she is familiar with Foothills Caring Corp and suggested she keep them in mind for collaborative efforts. Ms. Korte said one of their primary concerns with collaborations and serving adults with developmental disabilities is that many clients are often victims of seizures or have behavioral or medical issues. She stressed the need to have a vehicle available when needing to transport those clients to the emergency center. She said their policy is to always have an attendant on each trip. Depending on the number of people and their circumstances, this determines the number of attendants needed. She said most trips typically include two wheelchair clients.

Ms. Taylor asked if the fundraising and auction is their only source for match funds. Ms. Korte said 55 percent of their budget is through DES Division for Developmental Disabilities funding, five percent is OSA, seven percent is United Way, and the remaining 17 percent is fund raising and private pay component.

Mr. Dudley asked about the DTA class. Ms. Korte replied the Day Treatment Class is about teaching life skills, use creative techniques for eye hand coordination. Individuals are brought out twice per week to public outings. She added the purpose is to show them their community, how to behave, and enjoy their community. She noted it is a very broad program. She said the new DTA is going to be at a residential facility and added it is time to create another program to provide these types of services for individuals as no other organization in Scottsdale does this type of work.

Ms. Korte clarified the Chrysler on the inventory was donated by a client's family and is not part of the program. She said it is mainly used by their employment based consultant and not used to transport clients.

6. Comments from the Committee

Mr. Kiely said ADOT still does not know how much funding will be received. He said funding has been robust in the past two to three years and he hopes for the same this year. He noted a large amount of applications received from different regions. He said there is no quota, however, ADOT tries to meet the needs of the MAG and PAG regions. Mr. Kiely also

discussed the \$2.4 million formula and continuing resolution budget to fund the program at 43 percent.

He cautioned the need to ensure agencies awarded mobility management funds have enough to do and are not just funding an internal staff position. He said in some cases where there truly are no other resources, mobility management may be appropriate. Mr. Maruyama expressed his support of mobility management but said he was concerned about what outcome agencies will achieve. He suggested for future processes to include a question in the application packet that addresses what the agency hopes to achieve and their previous accomplishments. Additionally, he said it would be helpful to have a map noting agency locations. Ms. Gaisthea said agencies currently have the option of providing a map, but are not required to do so. The Committee agreed it would be helpful for MAG to provide agencies with a base map to which they can note their boundaries. This would provide a visual for agency proximity and collaboration efforts.

The Committee discussed agencies' comments about providing service to only their clients, however; many of the agencies provide service to the same types of clients. Mr. Kiely said there is concern when agencies are awarded multiple vehicles and do not have the match funds.

Ms. Howard agreed with the discussion regarding mobility management and said more information is needed about what the agency is expecting to accomplish. Mr. Kiely agreed the application should contain more specific questions other than the information provided in cover letters. Ms. Gaisthea commented these are very good points. Mr. Kiely applauded the Committee's efforts and said it was nice to have questions ahead of time.

7. Adjourn

The meeting adjourned at 1:36 p.m.