

GLOUCESTER COUNTY LOCAL CITIZENS  
TRANSPORTATION ADVISORY COMMITTEE

February 9, 2023

Commissioner Jim Jefferson performed the 2023 Oaths of Office, board members sworn in.

Meeting started 3:10pm

**Attendance:** Robert Dazlich, Nick Cressman, Carol Weinhardt, Cadie DiGiambattista, Jacqueline Huston

**Staff:** Jim Jefferson, Commissioner Liaison of Human & Special Services; Amy Swanson, Commissioners' Aide; Lisa Cerny, Gloucester County Division of Human & Special Services Director; Kristen Cervantes, Secretary, Jessie Hampel, Accountant

**Guest:** Lisa Tulley, Southern Regional Program Administrator NJ TRANSIT

1. **Roll Call:** roll call was taken with a quorum present meeting started at 3:10pm
2. **2023 Oaths of Office-** Commissioner Jim Jefferson performed the oath, members were sworn in
3. **Reorganization of LCTAC:**
  - a. Election of Chairperson: Cadie DiGiambattista motioned for Nick Cressman to be chairperson- Robert Dazlich 2<sup>nd</sup>, Nick Cressman was elected chairperson
  - b. Election of Vice Chairperson: Nick Cressman motioned for Robert Dazlich to be vice chairperson- Carol Weinhardt 2<sup>nd</sup>, Robert Dazlich was elected vice chairperson
  - c. Election of Secretary: Robert Dazlich motioned for Kristen Cervantes to be secretary- Nick Cressman 2<sup>nd</sup>, Kristen Cervantes was elected secretary
  - d. Approval of 2023 Meeting Schedule: Carol Weinhardt motioned for the 2023 meeting schedule to be approved- Robert Dazlich 2<sup>nd</sup>, the 2023 meeting schedule was approved
4. **Approval of December 8, 2022 minutes** - Cadie DiGiambattista motioned for the minutes to be approved- Carol Weinhardt 2<sup>nd</sup>, minutes were approved
5. **Discussion items and updates:**
  - a. **Operations/2023 priorities** - effective January 1<sup>st</sup> SJTA now has a fully executed shared services agreement with Gloucester County transportation. A sublease agreement for vehicle usage was drafted and approved by NJ TRANSIT, it should have been sent with the shared services agreement but it was not included. It was subsequently sent to SJTA for signatures but there were some internal questions and SJTA has bounced it back to county counsel.

- i. DTS drivers were running a parallel system with SJTA for month of January
- ii. February 1<sup>st</sup> DTS drivers all took positions in Senior Services Division for the home delivered meals program
- iii. SJTA is not going to received official Ecolane training until sometime in March
- iv. Schedulers will continue to receive calls and schedule trips until SJTA receives training
- v. SJTA is providing demand response medical trips
- vi. As previously mentioned the sublease agreement is for our vehicles with NJ TRANSIT. SJTA will use these that are federally funded so that they get the mileage on them, SJTA will maintain 6 vehicles, getting a total of 9 vehicles, 6 of the vehicles will be for non-emergency medical transport, 3 of the other vehicles are going to be used for the Commodore Business Park shuttle
- vii. Working on a date to do the inspections of the vehicles during this quarter
- viii. DTS still has a driver out on medical since Oct 31,2022 we are unsure if he will be coming back
- ix. Year to date 11 months (no statics for the month of June)- 219 new applications; booked 2,855 trips; 9,362 calls; denied 923 trips- denial calls were based on out of service location 127, out of service time 54, closed dates (capacity) 742- year to date on a monthly basis we received 20 applications per month; booked 260 trips; 851 calls
- x. Lisa will be picking up caravan tomorrow as part of our grant 2017
- xi. Received a call from Washington Twp. to borrow a bus due to an accident to their bus
- xii. Auditors accepted what we submitted no report yet
- xiii. Rowan University sent us their final report- will be available to all members and sent to SJTA for best practices

**b. COST/ Statewide Issues** : Lisa was elected to the executive board representing the south

- i. Huge turnover in transportation coordinators; new directors
- ii. COST workshop will be in April
- iii. Casino revenue up due to online gaming; back at pre-pandemic levels
- iv. NVRA report submitted in a timely manner
- v. Regional council meeting for the paratransit improvement act that was signed into law, where 6 regions meet on a statewide basis looking at best practices; a consultant was hired by NJ TRANSIT to assist in that overall strategy that is KFH- also a

- designated qualified community organization ARK Mercer, a grant out for a pilot in each region
- vi. Next meeting not scheduled yet
- vii. Lisa Tulley has been appointed to a new position in NJ TRANSIT
- viii. CAC had a meeting, Robert Dazlich is a member; NJ TRANSIT is looking at their (NJCAC) mission statement to focus more on SCDRTAP grant rather than the global transportation in each county, breaking into 2 committees; 1<sup>st</sup> committee will look just at the SCDRTAP funding and the 2<sup>nd</sup> committee will look at everything else but the SCDRTAP grant
- ix. Micro transit grant- 4 expressions of interest
- c. **Regional Transit Issues** : complaint received into the public works office a resident was concerned about a NJ TRANSIT bus stop in the middle of Williamstown at Main St. and Clayton Ave. concern with the traffic backing up (12pm-6pm)
  - i. Could it be moved?
  - ii. Who can be contacted about this?
  - iii. It's the 400 & 463 bus stop signs
  - iv. Pureland ridership #'s December- 2,790 total trips; up 400 from last year; 696 internal trips; 2,094 monthlies one-way trips
  - v. A survey was sent out for 1 week 51 submissions returned
  - vi. Accesslink packet was handed out
- d. **Other: Lisa Tulley report-** a procurement workshop will be March 1, 2023 in Freehold, asked that directors and a county purchasing agent attend
  - i. Questions about federal procurement needs to be addressed and a procurement manual needs to be updated per county to include federal language
  - ii. Dana Convery and Kim Larter will be attending from Gloucester County
  - iii. SCDRTAP agreement out for the counties and waiting to be returned so signatures can be added within NJ TRANSIT
  - iv. 5311 agreement if we need to use 2022 before we use 2023 funding
  - v. 5310 received agreement
  - vi. Application due in before March 10<sup>th</sup> called Corona Virus Response and Release Supplemental Appropriations Act funding 5310 if we didn't use all of our ARFA/CARES monies, 5310 agencies have to have an active 5310 contract with NJ TRANSIT
  - vii. Gloucester County did not spend all the monies yet, other requirements could be used for that

**6. Old Business- NONE**

7. **New business-** Robert Dazlich on a pilot program study for Developmental Disabilities; March 6
8. **Public Portions- none**
9. **Adjournment-** Carol Weinhardt motioned for adjournment and Cadie DiGiambattista 2<sup>nd</sup> meeting ended at 4:11pm