

**MEETING OF THE SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL**  
1834 E. Main St., Quincy - COUNTY OF PLUMAS - Tel. 283-6268

**FINAL MINUTES**

June 13, 2013

Meeting of the Social Services Transportation Advisory Council opens with roll call at 11:00 a.m. in the Conference Room of the Plumas County Public Works Department.

Council members in attendance are: Paula Johnston, David Keller, Roy Berlinghoff, Karen Hayden, Louise Steenkamp, Marty Byrne, and John Larrieu.

Council members absent: Marcia Ackerman, Bob Battistoni, Sherrie Thrall

Staff Attendees: Jim Graham - Senior Planner, Bob Perreault, Interim Executive Director

Public Attendees included: Aaron Casa - Caltrans

- 1A. **Roll call** is made by Jim Graham. All council members are present with the exception of Council member Marcia Ackerman, Bob Battistoni and Sherrie Thrall
- 1B. **Public Forum - Public**  
No members of the public are in attendance.
- 1C. **Public Forum - Commissioners**  
Louise Steenkamp comments that Seniors Transit may be able to secure transportation for Marcia Ackerman so that she can attend SSTAC meetings in Quincy. She agreed to reach out to Marcia.
2. **Approval of May 9, 2013 SSTAC Minutes**  
Motion to approve is made by Councilmember Byrne and seconded by Councilmember Larrieu to approve the minutes as presented. Motion passes unanimously.
3. **Appointment of SSTAC Chair**  
Jim Graham indicates that the PCTC approved the appointment of Marty Byrne as the Chairman of the SSTAC
4. **Amendment of SSTAC By-Laws and Rules**  
Jim Graham informs the SSTAC that the PCTC amended the SSTAC rules related to quorum size and the method for making subsequent amendments to the SSTAC rules.
5. **Summary of Mobility Management Feasibility Study (MMFS) recommendations and implementation status and report on Volunteer policy as it pertains to transit services for the transit dependent population.**

Bob Perreault provides an overview of the MMFS report, its genesis and final strategy recommendations. He summarizes that implementation of the recommended strategies contained within the study will rest with the SSTAC including re-visiting the volunteer driver program.

Paula Johnston indicates that Community Connections provides transit coordination services in a manner similar to the transit coordination efforts of a Mobility Management Center as described in the MMFS.

Discussion ensues regarding the need to understand what transit services are available and how to make those services better known throughout the community and the transit dependent population.

Further discussion takes place regarding the volunteer driver program and the need to re-examine the existing Volunteer Policy as it pertains to volunteer drivers assisting transit dependent individuals. A suggestion is made to coordinate with the Health and Human Services Cabinet as an agency that makes great use of volunteers. Continued coordination will occur between Community Connections, The County Risk Manager, and SSTAC staff and members: Marty Byrne, Louise Steenkamp, Paula Johnston, and Karen Hayden.

**6. Report from Public Works staff pertaining to SSTAC Member attendance at meetings via teleconference.**

Bob Perreault indicates that he spoke with County Counsel who indicated that Marcia Ackerman could only attend if she followed procedures similar to that of a current Planning Commissioner. This would require Mrs. Ackerman to meet at a publicly accessible, ADA compliant location. Louise Steenkamp reiterates that she will attempt to reach out to Mrs. Ackerman to secure transportation to and from the SSTAC meetings.

Other options include having Mrs. Ackerman attend telephonically as a non-voting member. This effort will require some investigation to determine feasibility and legality.

**7. Review of the draft “Unmet Transit Needs” public outreach/participation plan.**

SSTAC Review the draft Public Outreach/Participation Plan and provides the following comments:

- Outreach should include the internet including various agencies web pages and social media (Facebook)
- Utilize public service announcements (KQNY 91.9 FM)
- Target transit dependent individuals through their engagement with various social service entities.
- Transit workshops should include an identification of current transit services.
- Transit workshops and meeting should include an overview of the “Unmet Transit Needs” process

**8. Review and approval of proposed community meeting schedule.**

The SSTAC reviews and approves the community meeting schedule

**9. Review and discussion of existing definitions of “Unmet Transit Needs” and “Reasonable to Meet”**

**Staff distributes the current definitions of these terms to the SSTAC with direction to review and provides comments at the next meeting.**

**10. Presentation of revised Plumas County Transportation Commission webpage.**

Jerry Blinn presents the revisions made to the PCTC and SSTAC web pages, including the location where transit related comments can be provided. It is suggested that the process for navigating to the comment form be simplified by placing the comment link on the County's home page under County News.

**11. Confirmation that the next Meeting is scheduled for Thursday, July 11, 2013.**

The next meeting for Thursday, July 11, 2013 is confirmed.

**Adjournment**

Jim Graham adjourns the meeting at 12:30 p.m.



---

Jim Graham, Senior Planner  
Public Works Liaison to SSTAC

12/12/13  
Date

Adopted by the SSTAC on December 12, 2013

**Distribution of Adopted Minutes:**

Michelle Millette, Senior Transportation Planner – Caltrans District #2  
Aaron Casas, Associate Transportation Planner - Caltrans District #2  
Michele Piller, Executive Director – Plumas Rural Services  
Mimi Hall, Director – Plumas County Public Health Agency