

GoWake Access Transportation Advisory Board (TAB) Minutes

June 13, 2018 – 9:00-11:00
3548 Bush St, Raleigh NC 27609

In attendance:

Anita Davis

Hannah Lundy

Danielle Omori

Craig Burrus

Sean Abrams

Walter Weeks

Sharon Peterson

1. **Welcome and Introductions**
2. **Public Comments**
3. **Review and Approval of Minutes – May**
 - a. Minutes for May are approved
4. **Disposition Policy- Anita Davis**
 - a. Disposition policy will be sent out to the Board for approval
5. **System Safety Plan (SSP) – Anita Davis**
 - a. SSP is a part of every agency who receives federal funds to ensure safety planning, including D&A, training, maintenance, security, etc.
 - b. TAB must approve SSP every year, but does not need to be created or changed every year; the current copy will be updated to include current Wake County and MV management team

TAB Comments:

- c. Danielle Omori: Change language in hearing impairment section to “person with hearing disability”
 - i. “person” must come first when discussing disabilities
 - ii. Drivers should not address guide dog – only owner should address service animal
- d. Anita Davis: Update conduct policy to current passenger conduct policy
- e. Walter Weeks: Review elderly persons policy to see if it’s necessary – include elderly and disabled – combine elderly/disabled groups (pg 19)
- f. Sean Abrams: wheelchair policy: update to exclude drivers not allowed to stand on the lift. Drivers sometimes need to stand on lift to support passenger (Walter: ensure that drivers weight will not exceed capacity) – pg. 20
- g. Pg. 50 (Hazard Communication Program) – updated for 2017-2018
- h. D&A – review Wake County’s policy and wording for suspending without pay – help employee first without punishment
- i. Update employee assistance program certification (under D&A section)

- j. Include zonar equipment for pre and post-inspection in policy
- k. Update operations address in Workplace security form – 1430 S Blount St
- 6. **Good of the Order Announcements** – All
 - a. Danielle Omori: Blind Idol semi-finals in Durham, NC– Saturday, June 16 6-8pm
 - b. Walter Weeks – BB&T – Lighthouse Project selected Wake Enterprises for healthy living area – exercise equipment for employees
 - i. Monday night – Board expected to pass final approval for affiliation with Emperium
 - c. Anita Davis – WakeMed is holding a workshop for transportation for license-care facilities to figure how to strengthen procedures for inclement weather
 - d. Sharon Peterson – request for WoodSpring meeting
 - i. GoCary is working with affordable housing centers for elderly citizens to help senior citizens learn how to use the fixed route bus system

Adjournment