

**Jefferson County Human Services Transportation  
Local Coordinating Council (LCC) Meeting  
January 6, 2011 Meeting Summary**

**Attendees**

The following people were in attendance: Alvin Tafoya, Jefferson County Human Services; Amy Ciezadlo, Yellow Cab; Angela Schreffler, DRMAC; Brad Calvert, DRCOG; Brittani Trujillo, Jefferson County Human Services; Dave Ruchman, former RTD Board Member; Dawn Sluder, City of Lakewood; Hank Braaksma, Chair, Seniors' Resource Center; Jeannie Slape, LogistiCare; Jim Branche, Consumer, Bayaud Enterprises; Larry Buter, RTD; Mae Washam, Consumer; Roberto Rey, AARP; Steve Allen, Vice Chair, Colorado Division of Vocational Rehabilitation; and Susan Franklin, Jefferson County Human Services. Also in attendance were Sue Bozinovski, Bozinovski and Associates, facilitator, and Laura Laureta, project assistant.

**Call to Order**

The meeting was called to order at 1:30 p.m. by Chair, Hank Braaksma.

**Welcome**

Hank welcomed everyone and thanked them for attending. He explained that some of the LCC members had just had a conference call with the national Easter Seals staff to review the progress that the Jeffco transportation group has made in the past four months. Hank summarized the phone call, stating that the LCC asked for help with technical assistance and further funding. There was discussion with the Easter Seals staff related to advocating at the state and local levels and about what other LCC groups are doing in comparison with the Jeffco group. After discussion, LCC members decided not to apply for another ATCI [Accessible Transportation Coalitions Initiative] Grant for a two-day training unless Easter Seals allows the funds to be used for groups that are already up and running.

**Introductions**

Hank asked that members introduce themselves and state their affiliations.

**Approve Today's Agenda**

Hank asked all of those present to quickly review today's agenda and asked for feedback. The agenda was approved as written.

**Approve 12-2-2010 Meeting Summary**

Hank summarized Document 2, the 12-2-10 meeting summary, adding that he hoped everyone had reviewed the entire packet of handouts. He explained that if LCC members would review the documents ahead of time, it would ensure that everyone was familiar with what took place during the previous meeting, as well as to be well-prepared to discuss items on the current agenda. Hank gave everyone a few minutes to look over the documents for today's meeting including the 12-2-10 meeting summary. There were no changes or additions to the meeting summary.

## **Jeffco LCC Bylaws**

Hank referred the group to Document 3 - Bylaws, and requested input. The group decided to start documenting the dates the bylaws are revised and the specific changes made beginning with today's revisions. Revision dates will be noted on the front cover of the bylaws.

## **Review Outcomes of 12-2-10 Discussion of Easter Seals (ES) and Aging Well (AW) Plans and Select Top Priorities for Jeffco LCC for the 1<sup>st</sup> Year**

Hank reminded the group that at the previous meeting the Easter Seals Action Plan was discussed at length. He referred the group to the comparison document Sue put together for the last meeting highlighting the main goals and objectives from the ES and AW Plans. Hank told the group that the focus of the Jeffco LCC is not just on the elderly, but on all of the underserved. The focus must be on coordination of all specialized transportation services throughout the county.

## **Discuss Development of an Action & Sustainability Plan**

Sue reported that she must complete an Action & Sustainability Plan for the Jeffco LCC as part of her facilitation contract with the county. The LCC also can use the Plan as a guide to its work over the next couple of years.

Action Plan - This piece will be the result of selecting key aspects of the Aging Well and Easter Seals Plans for the LCC to focus on. Sue asked the members for ideas on selecting top priority items from the two plans. Input given by members included: Susan asked that the self-mobility aspects of the AW Plan be retained; Dave asked that local government planners and public works staff come speak to the LCC (in April perhaps?) about their MUTCD implementation plans; someone suggested a "meet & greet" be held in 6 months; several members suggested that an Aging Well subcommittee be formed; members agreed that the LCC should participate with already existing efforts (e.g., call center work being done) rather than creating new things to do; Dawn said collaboration might be the only thing that can be reasonably accomplished in the LCC's first year; Dawn also suggested identifying one or two of the major headaches preventing coordinated service provision for providers; and Alvin asked if the LCC could identify funding streams to see where there is commonality and potential for process improvements. Dave suggested that "communications" might be the lowest common denominator which was a sentiment also expressed by Jim Branche. We could focus on how we communicate, what our message is to be, and perfect how we reach various audiences.

Sustainability - Sue distributed information about what stakeholders have offered to contribute to the sustaining the Jeffco LCC. At a 2009 stakeholder meeting, attendees were asked "in what specific ways is your agency willing to participate and contribute to the creation and maintenance of a Jeffco LCC?" Sue reviewed what people said they could contribute to the Jeffco LCC. Sue reminded LCC members to continue to bring ideas for sustaining the Jeffco LCC to the monthly meetings. Offers of resources for sustaining the Jeffco LCC will continue to be a topic of discussion at future meetings and will be included in the LCC Action Plan.

There was overall agreement to keep the Jeffco LCC Action & Sustainability Plan modest, simple and short-term; to focus on “something we can work on!” and to achieve group empowerment and sustainability through effective and diverse communications. There was agreement not to put any names or dates in the draft plan.

After considerable discussion, Sue proposed that she draft an Action & Sustainability Plan and then others can add or suggest changes. The group concurred and the following members offered to work as a subcommittee over the next few months to tweak the draft Sue develops: Dawn Sluder, Steve Allen, Brittani Trujillo, Mae Washam, Susan Franklin and Hank Braaksma.

### **Identify Technical Assistance Needed**

Hank requested that all members look over Document 4, titled “Information on the Technical Assistance Available to the Jeffco LCC.” Sue asked the group to identify the technical assistance needs for the Jeffco LCC. After discussion, it was decided that Rick Evans (or another representative of the State-Level Coordinating Council) and Jeanne Erickson (Community Transportation Association of America-CTAA) would be invited to speak about ideas for sustaining the Jeffco LCC at the March meeting.

### **Other Items**

Sue told the group that Bob Lanky notified her that he could no longer be part of the Jeffco LCC due to other commitments. The group agreed it is a big loss for the LCC. Sue asked members to seek additional citizen participants (ideally consumers of assisted or public transportation) for the Jeffco LCC.

Sue asked the group to review the Ground Rules for Participants and the Responsibilities and Characteristics. The documents were accepted as presented.

Brittani asked that group members to remember to turn in their Participation Agreement Forms, as she only has ten completed forms. The LCC will review the status of submitted Participant Agreement forms at the next meeting.

### **Updates, News and Information Sharing**

Roberto noted that while AARP has not done much direct lobbying at the local level, they can assist with mobilizing their membership on issues and they can partner on advocating and lobbying.

Susan asked for suggestions and any willing participants who would like to speak at the Aging Well Summit planned for Tuesday, June 28, 2011 at Waterstone Community Church, in Littleton. Susan asked that this subject be added to the agenda for the February meeting.

### **Adjournment**

The meeting was adjourned at 3:31 p.m.