Human Service Transportation Plan

Region 10

2011

Table of Contents

Mission Statement

The mission of Region 10 is to improve coordinated transportation for area residents by providing a safe, affordable, and efficient system that improves their quality of life while providing better access to work, school, medical, social, and recreational activities.

Introduction and Purpose of the Plan

In 2005 the United States Congress enacted the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). This act provided funding for various transportation projects including highway construction, mass transit, and human services transportation. Among its provisions, SAFETEA-LU legislation required that all requests for funding through three federal programs; Elderly Individuals and Individuals with Disabilities (Section 5310), Job Access and Reverse Commute (JARC, Section 5316), and New Freedom (Section 5317) be derived from a locally developed Coordinated Public Transit-Human Services Transportation Plan (HSTP). A coordinated plan should maximize the programs' collective coverage by minimizing duplication of services. Further, a coordinated plan should be developed through a process that includes representatives of public, private and non-profit transportation and human services providers, and the public. A coordinated plan may incorporate activities offered under other programs sponsored by Federal, State, and local agencies to greatly strengthen its impact. The Federal Transit Administration (FTA) also encourages participation in coordinated service delivery as long as the coordinated services will continue to meet the purposes of all programs.

Regional Description

Region 10 is one of eleven downstate Human Services Transportation Planning Regions established by the State of Illinois through DPITS. The region is comprised of 15 counties located in Southeastern Illinois from west of the Wabash River to roughly east of Interstate 57. These counties are: Effingham, Jasper, Crawford, Clay, Richland, Lawrence, Wayne, Edwards, Wabash, Hamilton, White, Saline, Gallatin, Pope, and Hardin. Region 10 contains no urbanized areas.

Region 10 has a population of 208,480 residents who are spread out across the 15 county region. Effingham County, in the northwest corner of Region 10, is the most populus County, with 34,242 residents. The city of Effingham has a population of 12,328 and is the largest town in Region 10.
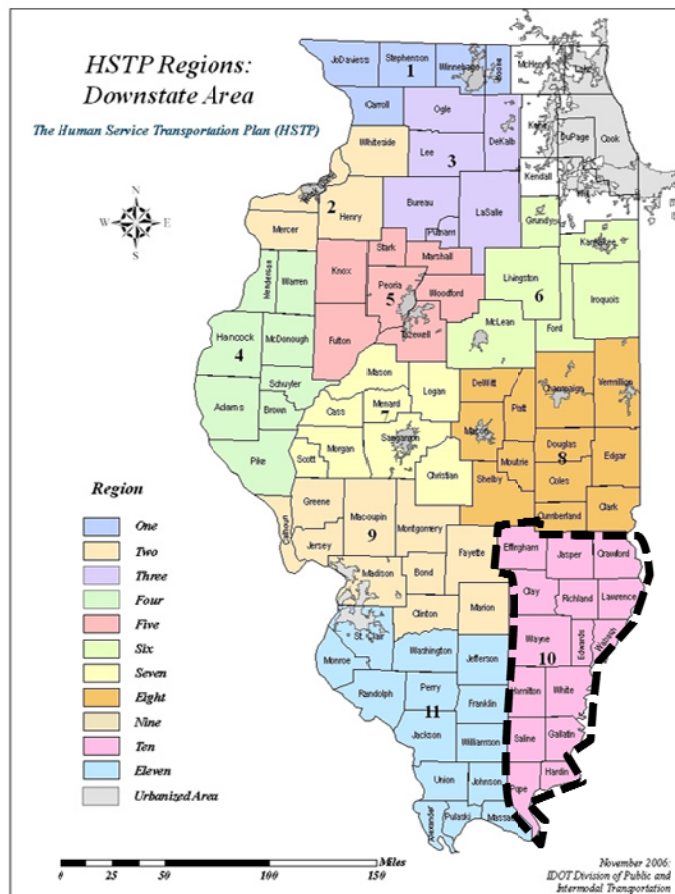
Saline County, with 24,913 residents, is the second largest county in the region and is located in the southern third of the region. The county seat is Harrisburg and has a population 9,017, making it the third largest town in the region and the largest town in the southern half of Region 10. Other principal communities include: Olney (9,115) in Richland County and Flora (5,070) in Clay County and Lawrenceville (4,348) in Lawrence County are all situated along US 50 which stretches east-west through the northern third of Region 10. Down river from Lawrenceville is Mt. Carmel (7,284), the fourth largest community in the region. Chart 1 below breaks down population by county for Region 10.

Region 10 Total Population by County
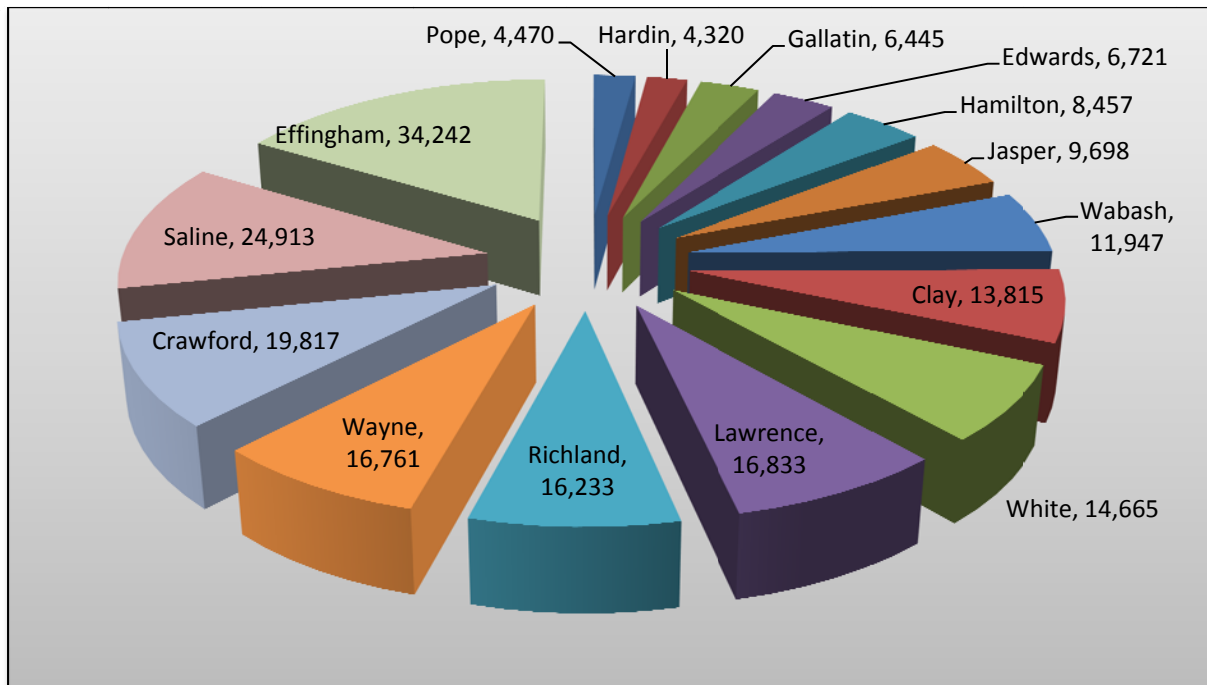
Source: U.S. Census 2010

Region 10 is rural in character, typified by large regions of agriculture with small communities interspersed. Low population densities and the lack of urban commercial centers provide unique challenges for transit providers. The State of Illinois has an average population density of 231.1 persons per square mile, while Region 10 has a population density of 37.94. Region 10 is home to the Shawnee National Forest, which covers large portions of Saline, Gallatin, Pope and Hardin Counties.
Spatially, Region 10 is very spread out, and the average person living in the region is further from jobs, education, and other services than residents living in other parts of the state. Despite being perhaps one of the most difficult areas of the state to provide public transportation to, Region 10 is home to the largest mass transit district in the state. Rides MTD serves 13 of the 15 counties in Region 10 (except Effingham and Clay) and has recently annexed Williamson County (Region 11). CEFS Economic Opportunity Corp. serves Clay County, along with neighboring counties outside of Region 10 and Central Illinois Public Transit is the operator for CEFS. Region 10 stands out in Illinois as having perhaps the most comprehensive human services transportation systems in the state, a very notable distinction given the lack of population density and infrastructure in this region of the state.

Regional Transportation Committee (RTC) Make-Up

The Regional Transportation Committee is meant to provide input and to oversee and promote the coordination efforts of the Human Services Transportation Coordinators and is required by the legislative act SAFTEA-LU. The committee is further tasked with reviewing and recommending applications for funding for Section 5310, 5316, and 5317 funding. Their role is vital to insure that the planning process is reflective of the needs of local transit operators and the general public. Ideal membership as set forth by the committee bylaws includes one member from each county to represent local government, up to 15 members from not-for-profit human service organizations to represent citizens from the targeted groups of elderly, disabled, and low income, and up to 15 members from public or private transit providers. Bylaws and Committee roles are available in the appendix. Below is a list of organizations with members on the committee as well as other organizations who have attended meetings.

Current Voting Members

C.E.F.S. Economic Opportunity
Lawrence-Crawford Assoc. for Exceptional Citizens
Clay County Rehabilitation
Jasper County Board
CILA Corporation
RIDES Mass Transit
Charleston Transitional Facility
OFA/CIL
ARC Community Support Systems

Inventory

Profile of Service Providers

ARC Community Support Systems **618 West Main Street, Teutopolis, IL. 62467**
Provider Type: Provides transportation for clients with developmental disabilities
Vehicles: 2 Medium Duty
Service Area: ARC Community Support Systems primarily serves clients in Effingham County, with some clients in surrounding counties.
Service Level: Curb to Curb, Door to Door, and Door through Door as needed
Advance Notice Required: 24hrs preferred/Fixed routes
Basic Fare: NA
Service Hours: 8am-4pm Monday through Friday
Route Scheduling/Dispatch Method: Daily by phone
Annual Trips: 100,000

Central Illinois Public Transit
1805 S. Banker, P.O. Box 928, Effingham, IL. 62401

Provider Type: Public Transportation Provider
Vehicles: Raised Roof or Minivans-6 Light Duty-6 Medium Duty-21 **Total Fleet: 33**
Service Area: Clay Douglas, Effingham, Fayette, Montgomery, Moultrie, & Shelby counties
Service Level: Demand Response/Door to Door
Advance Notice Required: 24 hour notice is required. Same day service is offered if a driver & vehicle are available.
Basic Fare: $1.00 one way w\in 10 mile radius $2.00 one way w\in 11-25 mile radius $3.00 one way w\in 26-59 mile radius $0.50 one way for children 12 and under
Service Hours: 7:00 AM to 5:00 PM Monday through Friday
Route Scheduling/Dispatch Method: Scheduling\dispatch software
Communication System: 2 way radios
Annual Trips: 45,535

Charleston Transitional Facility
1511 13th Street, Lawrenceville, IL 62439

Provider Type: Provide group home services and day training programs to the Developmentally Disabled.
Vehicles: 2 Medium Duty
Service Area: CTF primarily has facilities located in Richland and Lawrence Counties, in the northern sections of Region 10.
Service Level: Fixed route/Door to Door provided by personal care attendance to those who require such services
Advance Notice Required: Prefer 24 hour advanced notice
Basic Fare: NA: built into funding
Service Hours: 8-7 daily Monday-Friday
Route Scheduling/Dispatch Method: No dispatching required routes are fixed and run on scheduled routes daily. No software or hardware used.
Communication System: Cell phones used for emergencies only
Annual Trips: 65,000

CILA Corporation
832 – C West North Avenue, P.O. Box 160, Flora, IL. 62839

Provider Type: Provide group home services to the Developmentally Disabled.
Vehicles: 3
Service Area: CILA is located and serves in Clay County, CILA also serves Richland and Marion Counties.
Service Level:
Advance Notice Required: N/A: serves clients only
Basic Fare: N/A- built into funding
Service Hours: 8a-4p daily Monday-Friday
Route Scheduling/Dispatch Method
Communication System: Cell phones
Annual Trips: 8,445

Clay County Rehabilitation Center, Inc.
 # 1 Commercial Drive, Box 659, Flora, IL 62839

Provider Type: Transportation developmentally disabled clients
Vehicles: Raised Roof or Minivans-2 Medium Duty-7 Super Medium-1 **Total Fleet: 10**
Service Area: Clay, Lawrence, Marion, Richland & Wayne Counties
Service Level: Client based fixed routes w/door to door service provided by attendants as needed
Advance Notice Required: None
Basic Fare: none
Service Hours: 7am-4pm Monday –Friday
Route Scheduling/Dispatch Method: Predetermined routes scheduled as part of primary service program- no software necessary
Communication System: radios and cell phones
Annual Trips: 74,510

ECCOA/ Senior Services of Effingham County 209 South Merchant, Effingham, IL 62401
Provider Type: Elderly population in Effingham City, 60+
Vehicles: 2 Medium duty
Service Area: Effingham City
Service Level: Curb to curb
Advance Notice Required: 24 hour if applicable
Basic Fare: Suggested $2 donation
Service Hours: 8am to 3pm Monday through Friday
Route Scheduling/Dispatch Method: Telephone and spreadsheet
Communication System: Cell phones as needed
Participation in HSTC: Active Participant: Involved in meetings
Annual Trips: 11,420

Lawrence-Crawford Association for Exceptional Citizens 905 West Mulberry, Robinson, IL. 62454
Provider Type: Developmentally Disabled
Vehicles: Raised Roof or Minivans-2 Raised Roof 1 minivan Medium Duty-1 **Total Fleet: 4**
Service Area: Lawrence and Crawford Counties
Service Level: Door through Door for workshop clients
Advance Notice Required: None
Basic Fare: none
Service Hours: Usually 8am-4pm Monday-Friday but as needed for client specific trips
Route Scheduling/Dispatch Method: Fixed predetermined route
Communication System: Cell phones as needed\internal
Annual Trips 9,000

Rides Mass Transit District ***618-253-8761*** ***1200 West Poplar, Harrisburg, IL. 62946***	

Provider Type:

Public Mass Transit

Vehicles: 135

Mini Van(6): 10

Light Duty (10-13): 21

Medium Duty (14-19): 58

Super Medium Duty (20-25): 35

Heavy Duty (26-up): 11

Service Area:

Rides Mass Transit District serves 15 Counties in Southeastern Illinois, including Jasper, Crawford, Richland, Lawrence, Wayne, Edwards, Wabash, Hamilton, White, Saline, Gallatin, Pope and Hardin in Region 10.

RMTD also has recently begun serving Williamson County in Region 11.

Service Level:

Deviated Fixed Route/Door to Door/Door through Door/Drivers permitted to assist with limited number of packages

Advance Notice Required:

Demand Responsive with 24 hour advance notice/Real time reservations are permitted if feasible

Basic Fare:

Transit Passes, Discount tickets and Cash Fares based on following Criteria

- Children under 6 rides free
- Children 6-10: Book of 10 for $3.75. 30 day pass for $25.00
- Adult ages 11-59: Book of 10 for $10.00. 30 day pass for $25.00
- Senior 60 and over: Book of 10 for $7.50. 30 day pass for $15.00

In-County:

- Adult 11-up: $2.00
- Children 6-10: $0.75 accompanied by an adult
- Children 0-5: Free accompanied by an adult

Special Service:

- $1.25 per mile with a minimum of $32.00
- $12.00 per hour for waiting time

Service Hours:

8am to 5pm except Saline County where After hour transportation 5pm to midnight is offered

Route Scheduling/Dispatch Method

CTS software with radio dispatching. Drivers receive a manifest evening before route.

Communication System:

Radio and Cell phone

Annual Trips: 493,627

Trade Industries **P.O. Box 70 McLeansboro, Il. 62859**	
Provider Type: Client based	
Vehicles: Raised Roof or Minivans-6 Heavy Duty-1 Other: 1 car & 4 trucks	
Service Area: Hamilton & surrounding counties	
Service Level: client assist	
Advance Notice Required: n\a	
Basic fare: 0	
Service Hours: 8am-4pm Monday-Friday	
Route Scheduling\Dispatch Method: Predetermined trips on computer generated manifests	
Communication System: Cell phones	
Annual Trips: 72,892	

Levels of Participation

As part of the application endorsement process, agencies applying for various IDOT funds must participate in the Regional Committee meetings, as a coordinating entity, throughout the year. There are various levels of participation that an agency can achieve. This level system will be used by the HSTP Committee & the HSTP Coordinators when evaluating and scoring applications. Each agency applying for funds is to be scored during the evaluation process accordingly with the highest possible score to be awarded the highest level of participation. Agencies designated as Inactive will be removed from consideration for funding.

Leadership Participant-Agency designate that routinely volunteers leadership, data, and resources to coordination planning and service provision and attends all quarterly HSTP Committee meetings.

Active Participant- Agency designate that routinely meets committee requests with data, information and resources in the development of strategy planning and attends all quarterly HSTP Committee meetings.

Participant- Agency designate that regularly attends planning meetings only.

Inactive- Agency designate that does not currently participate in meetings, planning, or service provision.

# Needs Assessment

The Needs Assessment section addresses what the demands for transportation services are within the region. This includes an analysis of where populations that typically use transportation services are clustered, and what trip generators, which attract transportation users, are found within the region. This section will be reviewed annually as the gaps and needs of the region improve.

Demographic Analysis

Human Services Transportation is a broadly defined term that essentially means: Transportation services for those who are "transportation disadvantaged", or those who are unable to provide transportation for themselves. A well coordinated transportation system should be able to provide transportation to the general public and be able to identify and serve individuals who wish to use transit options as an alternative mode of transportation. However, in rural areas the driving force for transportation initiatives comes from a need to serve the transportation disadvantaged. The populations that typically drive demand for transportation services are those who have low incomes, are disabled, and/or the elderly. In lieu of this, analysis of Region 10 was accomplished by comparing census data for population, income, age, and disability status to state and national averages.

The total population of Region 10 is approximately 208,480. Dividing this population into the three age groups youth(17 and under), elderly persons(65 and over), and adults shows a percent distribution of 22% youth, 57% senior, and 21% adult out of the total Region 10 population. Tables 1-3 show these results and counts by county. Map 2 shows concentrations of elderly persons by block group.

Region 10 Population by Age Groupings
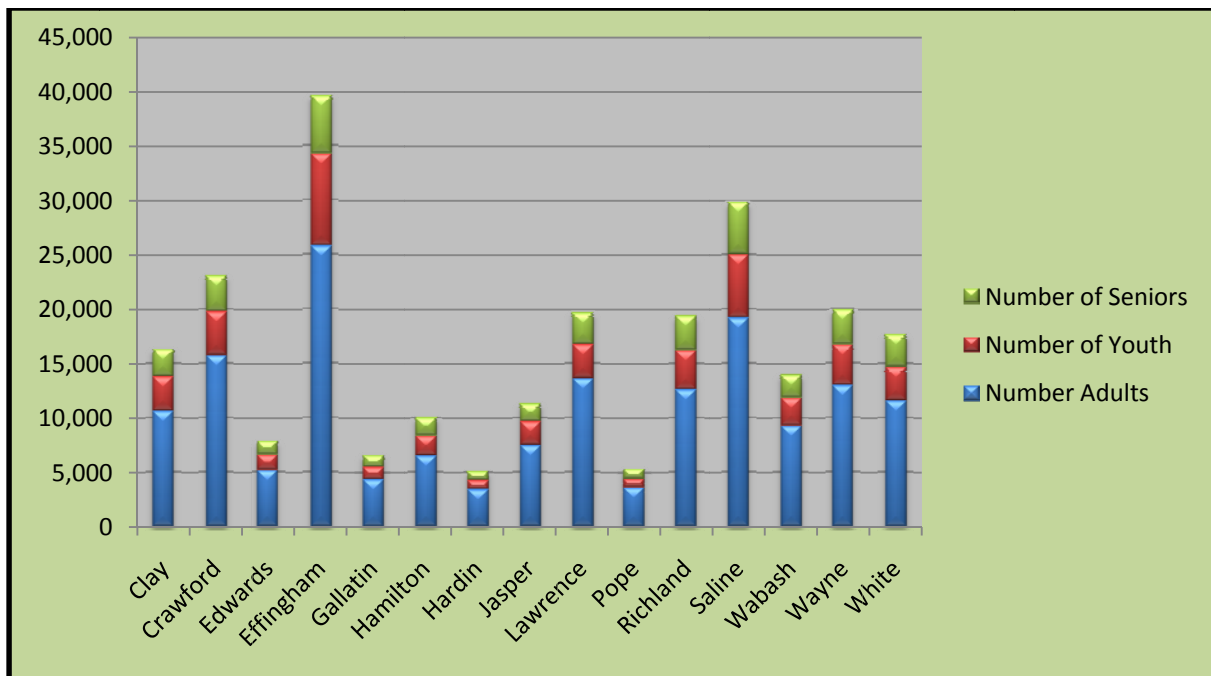
Source: U.S. Census 2010

Table 1: Youth Population (individuals 17 and younger)

County	Total Population	Number Youth	Percent Youth
Clay	13,815	3,164	22.9
Crawford	19,817	4,053	20.5
Edwards	6,721	1,536	22.8
Effingham	34,242	8,442	24.7
Gallatin	5,589	1,184	21.2
Hamilton	8,457	1,931	22.8
Hardin	4,320	876	20.3
Jasper	9,698	2,204	22.7
Lawrence	16,833	3,207	19.0
Pope	4,470	814	18.2
Richland	16,233	3,608	22.3
Saline	24,913	5,704	22.9
Wabash	11,947	2,648	22.2
Wayne	16,760	3,780	22.5
White	14,665	3,065	20.9
Region 10 Total	208,480	46,216	22.2

Source: U.S. Census 2010

Table 2: Adult Population (individuals 18 to 65)

County	Total Population	Number Adults	Percent Adults
Clay	13,815	10,651	77.1
Crawford	19,817	15,764	79.6
Edwards	6,721	5,185	77.1
Effingham	34,242	25,800	75.4
Gallatin	5,589	4,405	78.8
Hamilton	8,457	6,526	77.1
Hardin	4,320	3,444	79.7
Jasper	9,698	7,494	77.3
Lawrence	16,833	13,626	80.9
Pope	4,470	3,656	81.8
Richland	16,233	12,625	81.8
Saline	24,913	19,209	77.1
Wabash	11,947	9,299	77.8
Wayne	16,760	12,980	77.5
White	14,665	11,600	79.1
Region 10 Total	208,480	162,264	77.8

Source: U.S. Census 2010

Table 3: Senior Population (individuals over 65)

County	Total Population	Number Seniors	Percent Seniors
Clay	13,815	2,514	18.2
Crawford	19,817	3,309	16.7
Edwards	6,721	1,257	18.7
Effingham	34,242	5,342	15.6
Gallatin	5,589	1,101	19.7
Hamilton	8,457	1,674	16.9
Hardin	4,320	829	19.2
Jasper	9,698	1,639	16.9
Lawrence	16,833	2,912	17.3
Pope	4,470	943	21.1
Richland	16,233	3,198	19.7
Saline	24,913	4,833	19.4
Wabash	11,947	2,115	17.7
Wayne	16,760	3,235	19.3
White	14,665	2,992	20.4
Region 10 Total	208,480	37,894	18.7

Source: U.S. Census 2010
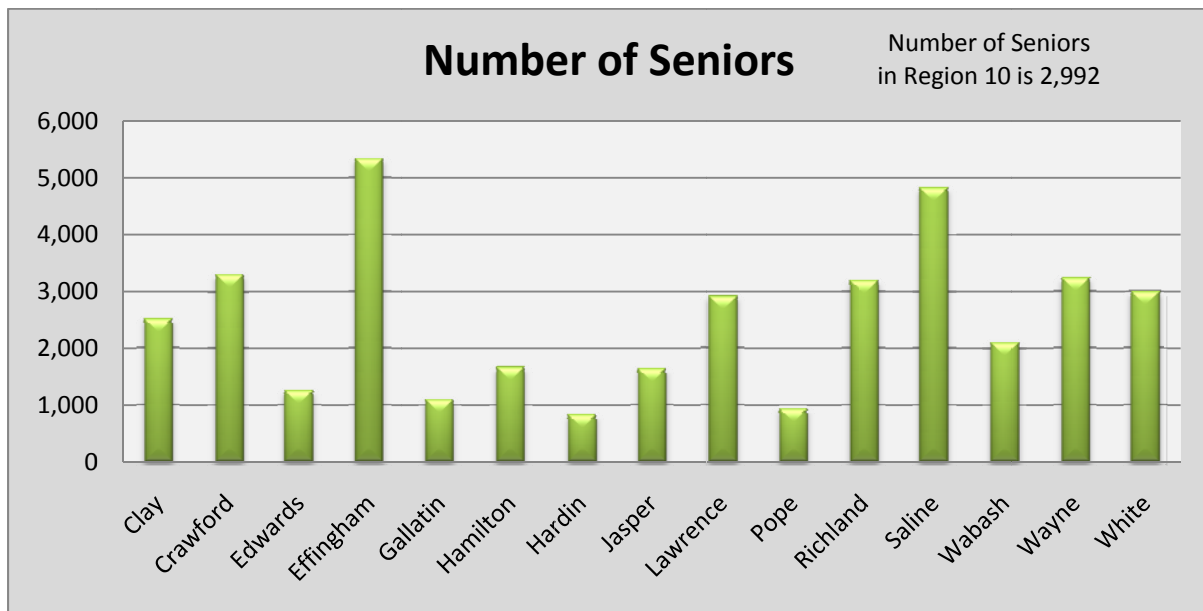
Source: U.S. Census 2010

Map 2: Concentrations of Block Group Populations 65 Years and Over in Region10
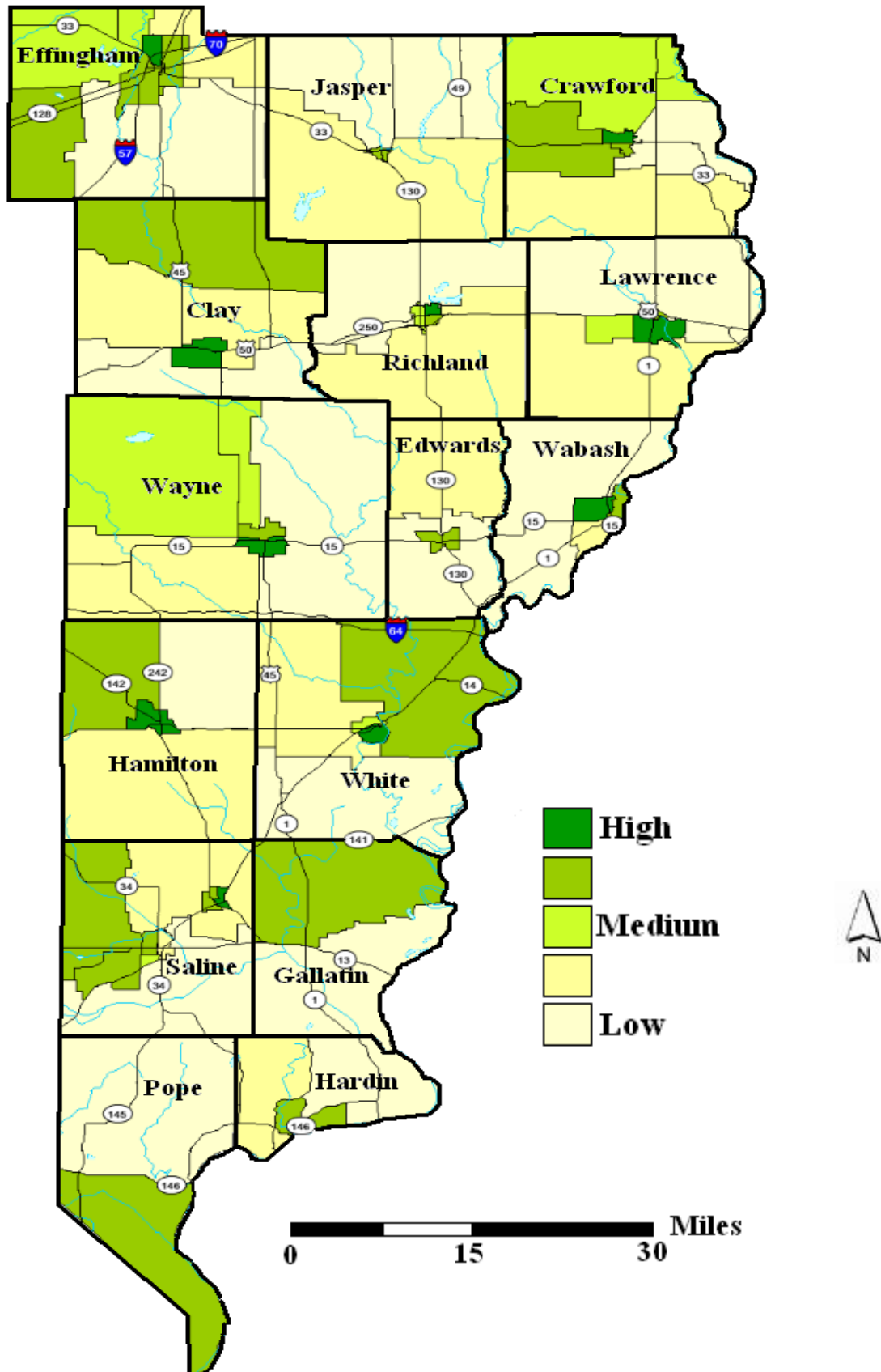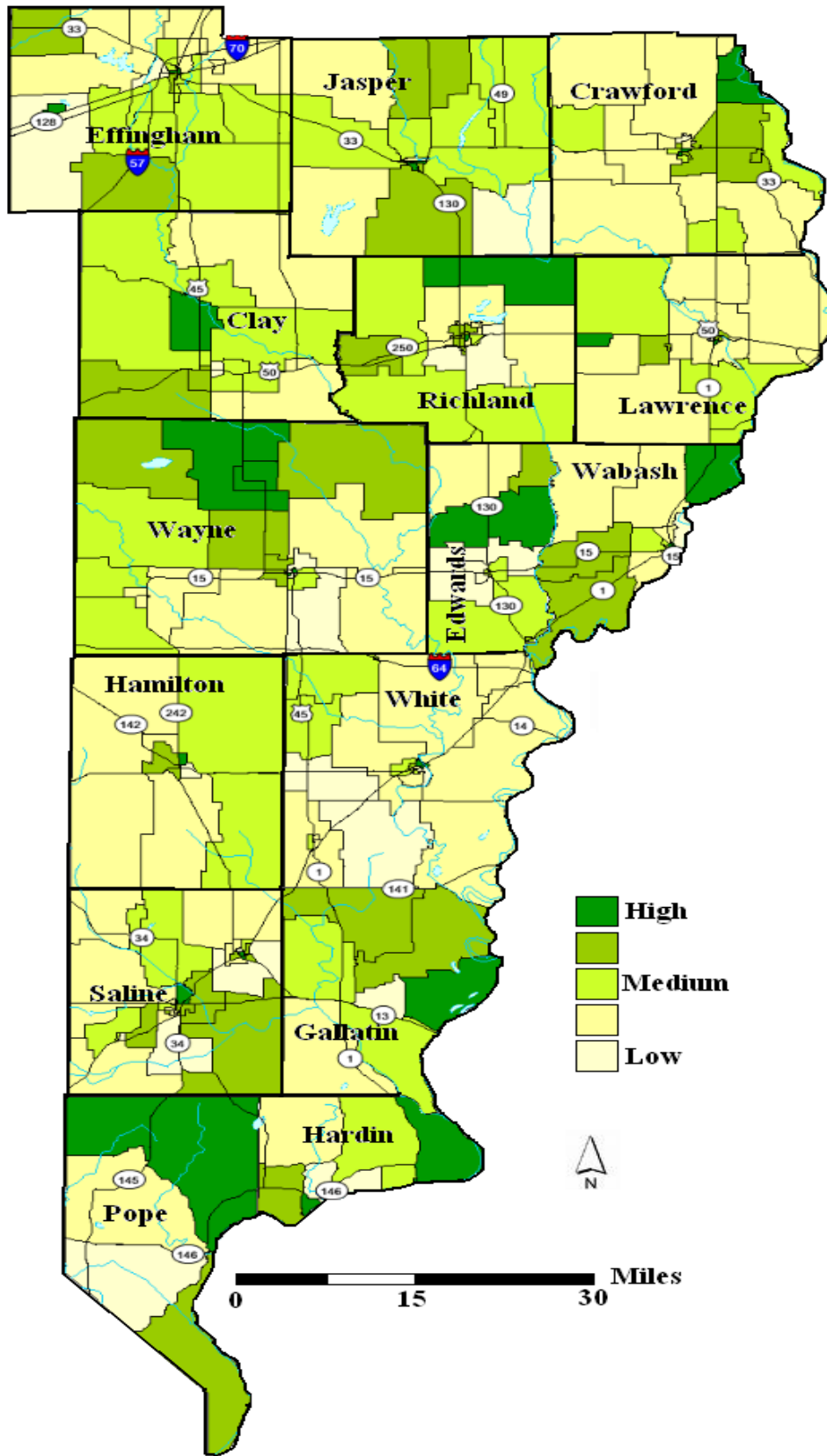
Region 10 has a disabled population of 47,109 or 9% of the total population based on the 2006-2009 Special Census. These counts include only people of the age 5 and older. Table 4 shows disabled population broken down into age groups as well as the total counts. Map 3 shows concentrations of individuals with disabilities by block group within Region 10.

Table 4: Disabled Population by Age Grouping

County		5-20 years			21-64 Years			65+ Years	
	Total Population	Percent Disability	Number of Disabled	Total Population Disabled	Percent Disability	Number of Disabled	Total Population	Percent Disability	Number of Disabled
Clay	3,129	5.8%	181.48	7,702	20.9%	1609.72	2,517	44.8%	1127.62
Crawford	4,262	6.3%	268.51	10,407	17.4%	1810.82	3,219	44.1%	1419.58
Edwards	1,459	9.3%	135.69	3,833	18.1%	693.77	1,247	41.5%	517.51
Effingham	8,657	5.0%	432.85	18,334	14.6%	2676.76	4,429	41.6%	1842.46
Gallatin	1,363	9.1%	124.03	3,579	25.5%	912.65	1,113	47.3%	526.45
Hamilton	1,885	6.5%	122.53	4,515	19.6%	884.94	1,569	45.3%	710.76
Hardin	870	9.3%	80.91	2,610	25.9%	675.99	827	52.8%	436.66
Jasper	2,523	8.7%	219.50	5,327	15.5%	825.69	1,608	44.8%	720.38
Lawrence	3,167	7.9%	250.19	8,262	21.8%	1801.12	2,671	40.3%	1076.41
Pope	970	8.7%	84.39	2,439	23.9%	582.92	727	44.6%	324.24
Richland	3,715	5.5%	204.33	8,601	17.0%	1462.17	2,722	43.8%	1192.24
Saline	5,458	8.9%	485.76	13,990	22.5%	3147.75	4,548	51.8%	2355.86
Wabash	2,977	8.8%	261.98	7,003	17.9%	1253.54	2,054	38.0%	780.52
Wayne	3,674	7.1%	260.85	9,191	17.5%	1608.43	3,090	42.6%	1316.34
White	3,000	9.2%	276.00	8,302	19.0%	1577.38	2,921	42.2%	1232.66
Region Total	47,109	7.7%	3,389	114,095	19.8%	21,524	35,262	44.3%	15,580

Source: U.S. Census 2006-2009 Special Census

Map 3: Concentrations of Block Group Populations of individuals with disabilities in Region 10

Legend:
- High
- Medium
- Low

Counties shown: Effingham, Jasper, Crawford, Clay, Richland, Lawrence, Wayne, Wabash, Edwards, Hamilton, White, Saline, Gallatin, Hardin, Pope

Low Income Population

About 14.5% of the population in Region 10 is living below the poverty level. This is inline with the national average of 15.1% and higher than the state average of 13.3%. Table 5 gives the percent of the total population below the poverty level as well as a breakdown by age group. Map 4 shows concentrations of individuals living below the poverty level by block group in Region 10.

Table 5: Population below Poverty Level

County	Total Population	Number Below Poverty Level	Percent Below Poverty Level	Percent Youth Below Poverty Level	Percent Adults Below Poverty level	Percent Seniors Below Poverty Level
Clay	13,851	2,031	14.7	12.7	11.1	11.1
Crawford	19.817	3,012	15.2	15.1	9.2	7.9
Edwards	6,721	759	11.3	13.6	8.5	8.4
Effingham	34,242	3,493	10.2	10.3	7.1	6.6
Gallatin	5.589	1,079	19.3	31.2	18.7	13.4
Hamilton	8,457	1,201	14.2	20.2	10.7	8.9
Hardin	4,320	924	21.4	28.5	16.4	10.3
Jasper	9,698	1096	11.3	15.6	8.6	4.9
Lawrence	16,833	3,047	18.1	21.2	12.1	7.3
Pope	4,470	805	18.0	22.7	19.3	7.8
Richland	16,233	2,451	15.1	16.6	12.9	6.7
Saline	24,913	4,136	16.6	17.6	12.9	10.4
Wabash	11,947	1,517	12.7	19.8	12.9	8.9
Wayne	16,760	2,447	14.6	16.3	11.2	10.3
White	14,665	2,273	15.5	17.7	11.3	8.9
Region 10 Total	208,480	30,270	14.5	16.4	11.2	8.7

Source: U.S. Census 2000

Map 4: Concentrations of Block Group Populations Living in Poverty in Region 10
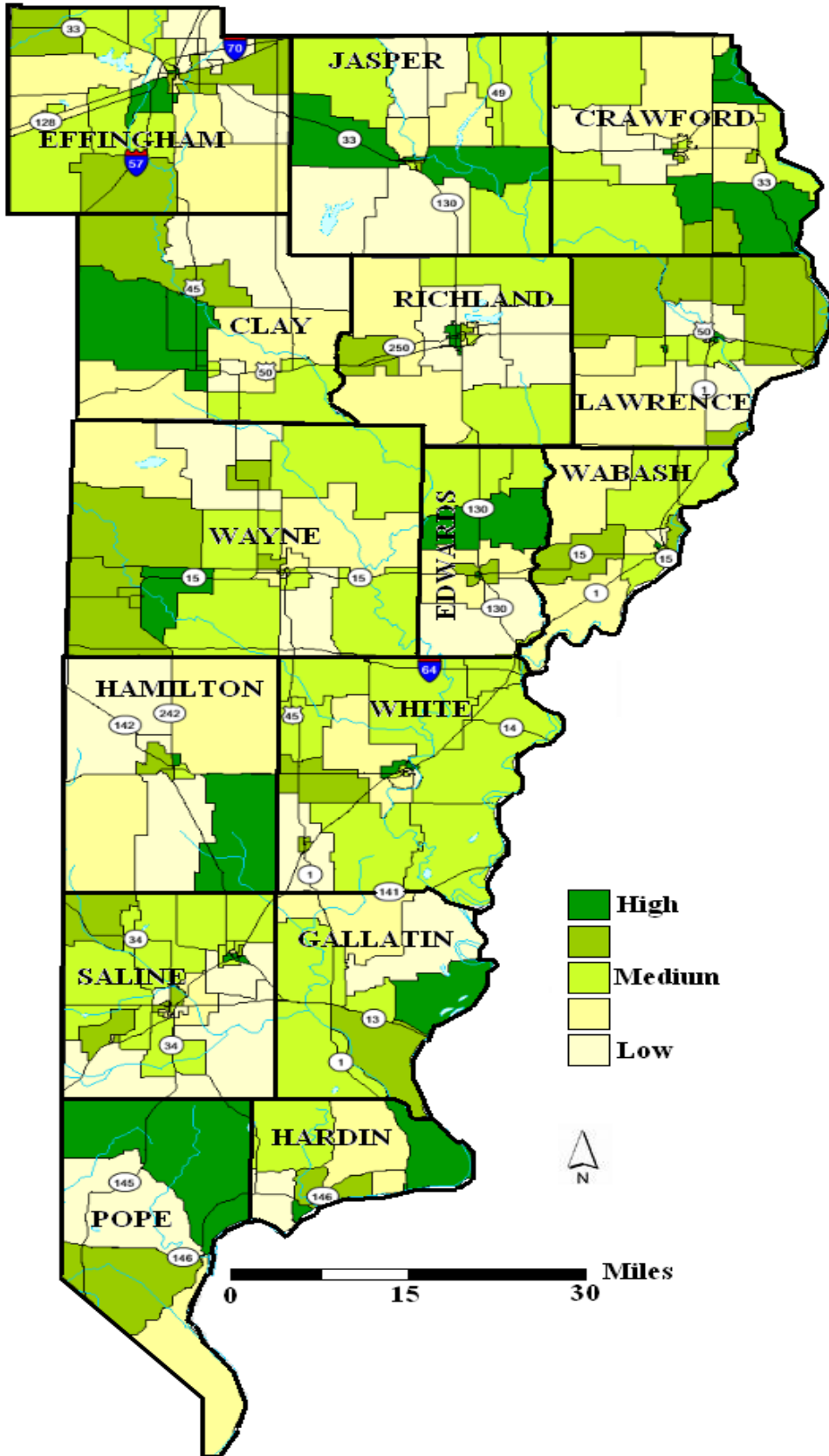
Trip Generators by County Profile

Clay

- Clay County Hospital, Flora
- Clay Medical Center, Flora
- Louisville Medical Clinic, Louisville
- Clay County Health Department, Flora
- Adult Day Services, Clay City
- Population clusters include: Flora, Clay City, and Louisville
- County Court and Services, Louisville
- North American Lighting, Hella, South wire and Minwax
- Regional Travel via Route 50 and Route 45

Crawford

- Crawford Memorial Hospital, Robinson
- Crawford County Health Department, Robinson
- County Court and services, Robinson
- Population Clusters Include: Robinson, Hustonville, and Palestine
- Lincoln Trail Community College, Robinson
- Marathon Oil Refinery
- Regional Travel via Route 33 and Route 1

Edwards

- County Court and services, Albion
- Walmart, Carmi
- Population Clusters Include: West Salem, Albion, and Garyville
- Regional Travel via routes 130 and 15

Effingham

- St. Anthony Memorial Hospital, Effingham
- Effingham County Health Department, Effingham
- Adult Day Services, Effingham/Teutopolis
- County Court and services, Effingham
- Population Clusters Include: Effingham, Altamont, Teutopolis, Dietrich, and Edgewood
- Lake Land College-Kluthe Center, Effingham
- Amtrak Station, Effingham
- Regional Travel along U.S. Interstates 57 and 70

Gallatin

- Population Clusters Include: Ridgeway, Omaha, Gallatin, Equality, and Shawneetown
- Regional Travel via Routes 1 and 13

Hamilton

- Hamilton Memorial Hospital, Mcleansboro
- Hamilton County Health Department, Mcleansboro
- Regional Travel via Routes 142, Route 242 and Route 14
- County Court and Services, Mcleansboro
- Population Clusters Include: Mcleansboro

Hardin

- Hardin County Hospital, Rosiclair
- Population Clusters Include: Rosiclair and Elizabethtown
- Regional Travel via Routes 1, 36, and 146

Jasper

- Jasper County Health Department, Newton
- County Court and Services, Newton
- Population Clusters Include: Lawrenceville, Bridgeport, St. Francisville, Sumner, and Vincennes, IN
- Population Clusters Include: Newton
- Regional Travel Along Routes 130 and 33

Lawrence
- Lawrence County Memorial Hospital, Lawrenceville
- Lawrence County Health Department, Lawrenceville
- County Court and services, Lawrenceville
- Population Clusters Include: Lawrenceville, Bridgeport, and Sumner
- Adult Day Services, Lawrenceville
- Automotive Trim Systems
- Regional Travel via Route 50 and Route 1

Pope
- Shopping centers, Paducah, KY
- Population Clusters Include Eddyville and Golconda
- Regional Travel via Illinois Route 145 and 146

Richland
- Richland Memorial Hospital, Olney
- Olney Central College, Olney
- County Court and Services, Olney
- Adult Day Services, Olney
- Walmart Distribution Center
- Helio
- Road Master
- Regional Travel via Route 50 and Route 130
- Population clusters include: Olney and Noble

Saline
- Ferrell Hospital, El Dorado
- Harrisburg Medical Center, Harrisburg
- Population Clusters Include: Harrisburg, El Dorado, Galatia, and Carrier Mills
- Egyptian Health Department, El Dorado
- Regional Travel via Routes 45 and 13

Wabash
- Wabash General Hospital, Mount Carmel
- Wabash Valley College, Mount Carmel
- Wabash County Health Department, Mount Carmel
- County Court and Services, Mount Carmel
- Laboratories, Public Service Illinois Power Plant
- Regional Travel via Routes 1, 15, and 64
- Population Clusters include: Mount Carmel and Allendale

Wayne
- Fairfield Memorial Hospital, Fairfield
- Frontier Community College, Fairfield
- Wayne County Health Department, Fairfield
- County Court and Services, Fairfield
- Airtex Automotive Products
- Regional Travel via Route 15 and Route 45
- Population Clusters Include: Fairfield, Cisne, and Wayne City

White
- Population Clusters Include: Carmi
- Workforce commonly commutes to Evansville, IN and Mt. Vernon, IN
- Regional Travel via U.S. 64, Illinois Routes 45, 1, and 141, and Route 14

Identification of Service Gaps and Needs, Goals, and Strategies

The identification of needs and gaps is paramount to a coordinated transportation plan and a coordinated, ever improving system. The following is not an exhaustive list but represents a consensus from best practices. This list seeks to provide direction for funding and efforts to improve the current transportation system. Human service and public transportation are developed in response to increasing and specialized mobility needs. This section also contains possible strategies for Service Providers to use in order to fill identified gaps in service. Any agency providing or purchasing transportation for clients should consider this plan and its objectives when making decisions affecting transportation services. Agencies which plan on requesting grant money to provide transportation, or that may do so in the future, should take into account strategies and methods of coordination which involve communication, service, and possible resources.

Geographic

Gap: Insufficient service in rural regions
Goal: Increase public service in un-served identified rural areas
Strategy: Development of more public service in Effingham County

In rural areas of the state demand response is generally the only feasible and usable system type as fixed route systems are generally confined to urbanized areas. Effingham County is collaboratively engaged in phase 3 of the ICCT primer process, ultimately lead to a newly formed 5311 public provider of demand response service in that county.

Gap: The ability to serve all population requesting demand response service
Goal: Increase general public demand response service within the Region
Strategy: Increased coordination, education and increased funding to offset costs

All counties in Region 10 (except Effingham County until the completion of the primer process) currently have an agency that provides public demand response to its clients. There is a need for increased coordination, education and increased funding to offset costs within the Region to serve the populations requesting this service.

Service Provision

Gap: Residents not receiving service due to service area boundary restrictions
Goal: Improve the lack of service outside of service areas
Strategy: Apply for increased DOAP money to fund a larger service area

Gap: Transportation access to employment is limited in some areas
Goal: Increase in employment related shuttles that accommodate all shifts
Strategy: Continue to provide community based shuttles that are time flexible

Gap: The cost of long distance trips makes it difficult for users to afford the trip
Goal: Reduce high cost associated with long trips
Strategy: Begin to collect data and resources for potential transfer stations and collaborate with neighboring transit providers to encourage ride sharing on long distance trips

A frequent point of discussion is transportation outside of established service areas. Notable employment centers for region 10 include Evansville, IN & Paducah, KY as well as other cities such as Mt. Vernon. There are high costs associated with long distance trips and creative solutions are needed including linkages, coordination or better use of high volume routes*.*

Gap: Lack of assisting new riders and specialty groups to have access to using the transportation services
Goal: Development of Mobility Volunteer Transportation Network
Strategy: Implement My Trip Mobility Management principals at all levels

The volunteer network will assist in various kinds of service levels (door to door vs. door through door) for specialty groups. Specialty groups are individuals not able to ride on buses with the general public. The most often cited example is that of individuals with severe autism or a low functioning mental disability. These individuals may exhibit inappropriate or dangerous behavior and thus have been banned from public buses in the past or may require a personal aid. Although this does occur, it is not common and should not be misused as an excuse to not coordinate services.

My Trip Mobility Management	
Action	Find institutions willing to undertake and operate Mobility Management principals Develop database of volunteers Expand program to all rural areas of Illinois
Roles	**Transportation Providers:** Text **Human Services Transportation Committee:** Text **HSTP Coordinators:** Text
Timeframe	Ongoing
Priority	Intermediate
Cost	Existing operating dollars.
Funding Sources	5317 New Freedom Program
Considerations	Colleges and universities may have the needed resources and population base to organize such a program

Efficiency Gaps

Gap: Lack of advanced technology to support the transportation system and users
Goal: Continue to increase levels of technology including Intelligent Transportation Systems (ITS)
Strategy: Implement user interface system for clients at an automated level post vehicle ITS implementation

Gap: Critical time being exhausted on dead head miles
Goal: Reduce dead head miles
Strategy: *Implement shared scheduling tools to provide ride sharing among providers*

There is a need to increase the efficiency of currently operated systems in order to ensure the continuation of funds of these services into the future. Coordination and sharing of services is the first

leg of creating greater efficiency. New efforts including Intelligent Transportation Systems (ITS) that is currently being implemented on the public level have been shown to increase efficiency in several ways as well as increase opportunities for coordination.

Investment in Communication Technology	
Action	Service providers should be encouraged to review their own need for increased technology, and also to consult other area providers to determine if a joint project might be warranted.
Roles	**Transportation Providers:** Identify needs; work with other providers to ensure that systems are compatible. **Human Services Transportation Committee:** Potentially **HSTP Coordinators:** Act as a resource
Timeframe	Depends on individual need and ability to access funds.
Priority	Moderate
Cost	Depends on individual provider
Funding Sources	Section 5317 specifically allows for communications technology improvements. Funds could also come from Section 5311, DOAP, or other funding streams.

Medical Transportation Gaps

Gap: Insufficient transportation options for non-emergency medical trips
Goal: Increase access to transportation for non-emergency medical trips in the Region
Strategy: Improve coordination with ambulance companies, hospitals and insurance companies, increase rides home for patients brought to hospitals in ambulances, and obtain non-emergency stretcher vehicles.

The need to increase transportation for medical trips is one of the most widely and often discussed topics in the Region and is a most dire need for some transit disadvantaged individuals. Some rural counties often have only one ambulance vehicle and it is imperative that the transportation service providers work closely with the medical field (hospitals, medical offices, and ambulance) to increase access to non-emergency medical needs for the residents.

Education Gap

Gap: Lack of public unawareness and false impressions of public transportation
Goal: Educate the masses in regards to rural public transportation through public outreach
Strategy: Educate wherever possible including but not limited to medical facilities, religious institutions, and educational facilities through speaking presentations, flyers, and marketing tactics.

Providers feel that increased public education on available transportation options would help increase ridership. It seems that that too many residents who might need human service transportation do not access it because they are not aware of what options exist in their area and may be intimidated by trying to access these services. It is imperative as we move forward to share viable information among providers, increase marketing tactics to promote awareness, and continue to improve communication and coordination.

Promotion of Transportation Options	
Action	Transportation providers are encouraged to look into such options as public service announcements, newspaper ads and educate through public outreach.
Roles	**Transportation Providers:** Look into free advertisement from Radio Stations, colleges in the region, and advertise at potential trip generators: Such as DHS Offices, Senior Centers, and Dr. Offices. **Human Services Transportation Committee:** Be active in the community education by networking. **HSTP Coordinators:** Provide education by moving to a mobility management role.
Timeframe	Ongoing
Priority	High
Cost	Depends on type of method used
Funding Sources	Any request for funding, especially operating dollars or capital funding for expanded services, should include in it a plan to broadly promote transportation options to the general public.

Identification of Duplication in Services

Along with identifying gaps in service, a coordinated transportation plan should take into account where services may be duplicated. Coordination is about maximizing the use of resources.
The most obvious examples of duplicated services are where two agencies are serving the same clients along similar lines. Within Region 10 there are no blatant instances of service duplication, no agencies are in direct competition with one another. Duplication of services can also mean instances where publically funded vehicles are operating in the same area and there is an opportunity to combine trips. This can include instances where multiple providers are traveling outside their primary service area along a similar route or where public and private providers are operating along similar lines.

Duplicated services can fall into the following three categories:

1. Instances where providers are competing to serve the same population: The most blatant type of service duplication, where publically funded vehicles are operating in competition with one another for clients. *Examples within Region 10: None*

2. Instances where multiple providers are serving different populations in the same geographic area: Simply because two providers operate in the same area doesn't necessarily mean that there is a duplicated service, but it does mean that providers should be mindful of potential opportunities to combine trips. In order to be considered for funding providers should show that they are willing to share rides where possible, and providers should continuously evaluate their transportation to ensure that maximum use of both their own budgets, and public transportation dollars in general.

3. Instances where providers bringing clients from different geographic areas to similar destinations or travelling along similar routes: In some instances, agencies might receive vehicles or funding to serve

clients in separate geographic areas, but because of demand certain trips might overlap with service provided by other providers. *Examples within Region 10:*

- Providers and Human services agencies have frequently brought up the high demand for transportation into the St. Louis Metro Area, and all providers surveyed have indicated that they either travel to St. Louis or have demand for trips to St. Louis metro area.
- Some providers have also indicated demand for trips into Effingham and Springfield.

I-70 between Effingham and St. Louis sees traffic from multiple providers, those both public and client-only services. I-70 cuts through several public provider service territories.

Tabular Analysis of Region 10:

Table of Transportation Providers by County in Region 10	Clay	Crawford	Edwards	Effingham	Gallatin	Hamilton	Hardin	Jasper	Lawrence	Pope	Richland	Saline	Wabash	Wayne	White
ARC Community Support Systems				X							X				
Central Illinois Public Transit (CEFS)	X			X											
CILA Corporation	X										X				
Charleston Transitional Facility									X		X				
Clay County Rehabilitation Center	X								X		X			X	
Effingham City/County Committee on Aging				X											
Lawrence County Ambulance		X							X		X		X		
Lawrence/Crawford Association		X							X						
Rides Mass Transit District		X	X		X	X	X	X	X	X	X	X	X	X	X
Trade Industries						X									
Public	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Disabled/Adult Day Services	2	1	0	1	0	1	0	0	3	0	4	0	0	1	
Healthcare	0	1	0	0	0	0	0	0	1	0	1	0	1	0	0
Elderly	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
Total Providers	3	3	1	3	1	2	1	1	5	1	5	1	2	2	1

Funding Sources

Section 5316 Job Access and Reverse Commute provides capital and operating assistance for the purpose of providing Job Access transit service to assist welfare recipients and other low-income individuals in getting to jobs, training and child care services. Reverse Commute funds are designed to develop transit services which will transport workers to suburban job sites. Match is 50% Federal and 50% local for operating expenses, and 80% Federal and 20% local for Capital Expenses. Selection is on a competitive basis and projects must be included in the statewide Human Services Transportation Plan (HSTP).

5317 New Freedoms Program is a new program designed to encourage services and facility improvements to address the transportation needs of persons with disabilities that go beyond those required by the Americans with Disabilities Act. Match requirements are flexible to encourage coordination with other federal programs. Projects must be included in a locally-developed human service transportation plan (HSTP).

5310 Consolidated Vehicle Procurement Program (CVP) –Through the Consolidated Vehicle Procurement Program (CVP), the Illinois Department of Transportation - Division of Public & Intermodal Transportation (IDOT-DPIT) makes grants to municipalities, mass transit districts, counties, and private non-profit organizations for ramp and lift equipped paratransit vehicles. Funding for these grants comes from varied sources, including the Federal Transit Administrations (FTA) Section 5309, 5310, 5311, 5316, and 5317 programs, as well as state resources. Previously, agencies eligible for different grants were required to submit numerous applications. The consolidated vehicle procurement application was developed to make it easier for agencies to apply for funds and for the IDOT-DPIT to review projects in applications.

As part of the Federal government's human services coordination initiative, all Section 5310 recipients must certify that projects are derived from a locally developed, coordinated public transit-human services transportation plan (HSTP). In the rural areas of Illinois, IDOT-DPIT has developed 11 regions each staffed with an HSTP Regional Coordinator. In the urban downstate areas the Metropolitan Planning Organization (MPO) is the HSTP agency, and in the Northeastern IL region (six counties) the contact is the Regional Transportation Authority (RTA). All Section 5310 applicants should be actively involved in the development of these plans, and each Section 5310 application will need to be endorsed by their respective HSTP local transportation planning committee in order to be considered for funding by IDOT-DPIT.

In order to meet the federal coordination requirements identified above, all Section 5310 applicants will now submit their application to their local HSTP office for initial review. While the applications will not be formally scored by the HSTP offices, that will continue to be done by IDOT-DPIT, the role of the HSTP offices will be to ensure that the agency submitting the application has been an active player in the local service coordination process and that the services provided by the application meet the service needs and goals as identified in locally derived HSTP plan.

When final review of the application is complete, IDOT-DPIT will make its recommendation to the Governor. Following his approval, vehicles will be ordered and grant contracts forwarded to the applicants for signature. When both copies are returned, the agreement will be executed and dated at IDOT-DPIT. Only then can IDOT-DPIT deliver vehicles. IDOT-DPIT, on behalf of the grantees, develops the vehicle specifications, purchases the vehicles, and assures that the procurement conforms to all state and federal requirements. This constitutes the Consolidated Vehicle Procurement process.

Inter-City Bus-Section 5311 of the Federal Transit Act, as amended, authorizes the Secretary of Transportation to apportion funds to the Governor of each state for public transportation projects in non-urbanized areas. The goals of the Section 5311 Programs are: to enhance the access of people in non-urbanized areas to healthcare, shopping, education, employment, public services and recreation; to assist in the maintenance, development, improvement, and use of public transportation systems in rural and small urban areas; and to encourage and facilitate the most efficient use of all Federal funds used to provide passenger transportation in non-urbanized areas through the coordination of programs and services.

Under Section 5311 (i) which was authorized by the ISTEA, states are required to spend a portion of their Section 5311 apportionment to carry out a program for the development and support of intercity bus transportation. The federal objectives of the funding intercity bus service under Section 5311 are: support the connection between non-urbanized areas and the larger regional or national system of intercity bus service; meet the intercity travel needs of residents in non-urbanized areas; and support the infrastructure of the intercity bus network through planning and marketing assistance and capital investment in facilities.

Appendix

Key Milestones and Progress

<u>Kick-Off Material</u>

In preparation for the Kick-Off of the HSTP Coordination process there were stakeholders identified by the preceding HSTP coordinators Sean Horn and Seth Gunnerson, a comprehensive list of those who received the notification letter were:

- Section 5311 and Downstate Operating Assistance Program (DOAP) transportation providers.
- Section 5310 recipients (from a state-provided mailing list)
- Illinois Area Agencies on Aging
- Departments of Human Services in each county
- County Health Departments
- Hospitals and major health clinics
- Departments of Labor
- Workforce Investment Boards
- Regional Planning Commissions
- Colleges and Universities
- County Boards

Region 10 Meeting Attendees

In addition to the Regional Committee Voting Members, there is representation from additional agencies that are listed below.

Olney Central College
Southeastern Illinois Agency on Aging
Shawnee RMTD
City of Mt. Carmel
Wabash County Health Department
Wabash Area Development Inc
SIC
South Illinois Center of Independent Living
SICCM
Pope County Board
Egyptian Public & Mental Health Department
Clay County Board
Heartland Human Services
Hamilton County Board
Effingham County Board

Provider Letter

Dear Sir or Madam:

Beginning in July 2006, the Illinois Department of Transportation's Division of Public and Intermodal Transportation (IDOT-DPIT) began its statewide initiative to implement the federal mandate to coordinate transit services within a context of regionally-developed Human Service Transportation Plan(s) (HSTP) for Downstate rural areas in Illinois. As a framework for plan development has now been established by IDOT and will be carried out regionally through coordinators, who are hired and based out of established regional planning commission offices throughout the state, in this case the South Central Illinois Regional Planning and Development Commission (SCIRPDC).

In order to implement this plan, it will be necessary for each region in the state to form a "Regional Transportation Committee". This committee will serve to provide input for and oversee the work of the coordinators and to ultimately recommend transportation related projects for potential federal funding. The committee will be comprised of county-appointed representatives who will make up the voting body for each region, and representatives from interest groups and transit providers who will make up a technical advisory committee that will help recommend projects within the region.

 We plan on holding an initial "kickoff" meeting in early September, 2007 to formally establish and organize the Regional Transportation Committee. Access to health care services for all individuals regardless of income or physical ability is an important part of a comprehensive human services transportation system. Because of this, health departments in Illinois have an important stake in the development of a regional transportation plan. The involvement of your organization will help guarantee that all services needed for the region are met and that available State and Federal funding can be secured to help provide these services.

ALSO, if your organization currently provides transportation services, we ask that you fill out an "Inventory of Services" survey so that we can get a complete overview of services provided in downstate Illinois. Please contact us if you think you may need to fill out a survey and we will send you one.

Finally, we would like to introduce ourselves as the HSTP-Transit Coordinators for Substate Regions 9, 10 and 11, which includes Effingham, Jasper, Crawford, Clay, Richland, Lawrence, Wayne, Edwards, Wabash, Hamilton, White, Saline, Gallatin, Pope and Hardin Counties in region 10. We will be organizing, writing and facilitating the development of the HSTP Transit-Plan for this region, as well as coordinating and facilitating the Regional Transportation Committee meetings.

At this time we ask that you provide our office with a current email address and updated contact information for any representative that you would like to be included in the Regional Transportation Committee to help facilitate upcoming communications. Also, please complete the included HSTP Survey and have it mailed to our office as soon as possible.

County Official Letter

Beginning in July 2006, the Illinois Department of Transportation's Division of Public and Intermodal Transportation (IDOT-DPIT) began its statewide initiative to implement the federal mandate to coordinate transit services within a context of regionally-developed Human Service Transportation Plan(s) HSTP for Downstate rural areas in Illinois. As a framework for plan development has now been established by IDOT and will be carried out regionally through coordinators, who are hired and based out of established regional planning commission offices throughout the state, in this case the South Central Illinois Regional Planning and Development Commission (SCIRPDC)

In order to implement this plan, it will be necessary for each region in the state to form a "Regional Transportation Committee". This committee will serve to provide input for and oversee the work of the coordinators and to ultimately recommend transportation related projects for potential federal funding. The committee will be comprised of:

- 1/3 persons appointed by county boards (voting members of core committee)

- 1/3 human service agency representatives (aging, disabilities, job placement, etc.)

- 1/3 transit operators (public/private, non-human service agency)

The 1/3 of the Regional Transportation Committee comprised of persons appointed by each of the county boards in Substate Region 10 will form the core committee that will vote to approve the HSTP plan and recommend projects for federal funding. Each county is being asked to appoint a representative to the core committee. This representative can be any elected or appointed official to represent the county or any person chosen by the county board, but he/she should not have any direct ties to any particular transit provider (i.e. mass transit district, community action agency, agency on aging). Representatives from local human service agencies and transit operators will be asked to serve as members of the "technical advisory committee" and will not be given a vote on the plan's adoption to avoid any possible conflicts of interest.

We plan on holding an initial "kickoff" meeting in early September, 2007 to formally establish and organize the Regional Transportation Committee. It is not imperative that you have selected your representative by then, although some representative from your county should be present at this meeting. Please refer to the attached material for more information, and feel free to contact us with any questions.

Finally, we would like to introduce ourselves as the HSTP-Transit Coordinators for Region 10, which includes the counties of Effingham, Jasper, Crawford, Clay, Richland, Lawrence, Wayne, Edwards, Wabash, Hamilton, White, Saline, Gallatin, Pope and Hardin. We will be organizing, writing and facilitating the development of the HSTP Transit-Plan for this region, as well as coordinating and facilitating the Regional Transportation Committee meetings.

At this time we ask that you provide our office with a current email address and updated contact information to help facilitate upcoming communications.

Below is a summary of meetings and milestones to date in the coordination of Human Services Transportation in Region 10. All Committee Meeting Minutes can be found at www.si.hstp.blogger.com.

August 10, 2005 - The Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (SAFETEA-LU) was signed into law by President Bush.

June, 2007 - Meetings held across the State, including the Region 10 Meeting in Harrisburg on June 5. Staff Hired by South Central Illinois Regional Planning Commission to work on plan

September 12, 2007 - "Kickoff" meeting for Region 10 Providers, Stakeholders, and officials held in Flora, Illinois

December12, 2007 - HSTC Meeting Held: Purpose of meeting was to develop HSTP Plan and to review JARC and New Freedom Applications.

January 31, 2008 - Purpose of meeting was to review and enact the HSTP Plan for Region 10.

June, 2008 - Consolidated Vehicle Procurement/Section 5310 Applications were due to Regional Human Services Transportation Coordinators. These applications were reviewed and presented to the Regional Human Services Transportation Committee before being passed on to the State oversight committee.

Winter, 2008-09 - Meetings Held to discuss updating the Regional Human Services Transportation Plan

June, 2009 - Updated HSTP ratified by Regional Transportation Committee.
August, 2009 - Voted on Consolidated Vehicle Procurement applications and ratified updated plan.

Job Access and Reverse Commute Project Score Form

Project Evaluation Criteria	Definition (possible points)	Maximum Points
Project employs one or more strategies included in the regional HSTP.	Project should address one or more of the following strategies for the region in which the project will be implemented: ▪ Better coordination of / with existing service providers (20) ▪ Addresses gaps/unmet needs in current service (10) ▪ Eliminates duplicative service (10) ▪ Continuation of existing service to meet needs of target population (10)	50
Project application identifies one or more local funding sources and evidences those sources are committed to supplying the necessary local match for duration of the project.	▪ Strong evidence of local match, no TRC requested (20) ▪ Some evidence of local match, some TRC requested (10) ▪ No evidence of local match, TRC needed to implement project but good faith effort put forward to obtain local funds (5) ▪ No evidence of local match, TRC needed to implement project no effort put forward to obtain local funds, (0) TRC = Toll Revenue Credit	20
Project increases mobility options for target population.	Project provides greater mobility by: ▪ Increasing service levels (hours of day / days of week) (5) ▪ Introduces mobility management techniques (5) ▪ Expanded / new service to targeted populations (5)	15
Project will be operational within a reasonable timeframe.	Project is operational (i.e., starts providing services) within a short time-frame: ▪ Within 1- 3 months (10) ▪ Within 3 - 6 months (5) ▪ Within 6 - 12 months (3) ▪ over 12 months (1)	10
Project expands on an existing successful pilot project or provides continued operating funding for an existing service.	▪ Existing project achieved projected ridership (20) ▪ Ridership has increased (compared to pre-project ridership) but has not achieved projected ridership (10) ▪ Marketing plan to increase ridership to targeted groups (5)	20
Agency personnel or contractors are qualified and have appropriate experience to implement project.	Agency and/or contractor qualifications and experience (including key personnel) demonstrate that they have the technical and managerial capabilities and experience to conduct the project / operate the service. ▪ 10+ years experience (20) ▪ 5+ years experience (10) ▪ 1+ years experience (5)	20
Project demonstrates a new or innovative idea that can be replicated elsewhere in the state.	Project incorporates: ▪ Innovative use of technology (5) ▪ Creative sources of financing (5) ▪ Service Design (5) ▪ Innovative Partnership (5)	20
Estimate number of trips that will be generated by the project for the targeted population.	Estimate number of entry level or lower wage jobs accessed as a result of a project: ▪ 20 or more new customers (25) ▪ 10 - 20 new customers (10) ▪ 0 - 10 new customers (5)	25
	Maximum Points Available	180

New Freedom Project Score Form

Project Evaluation Criteria	Definition (possible points)	Maximum Points
Project employs one or more strategies included in the regional HSTP.	Project should address one or more of the following strategies for the region in which the project will be implemented: ▪ Better coordination of / with existing service providers (20) ▪ Addresses gaps/unmet needs in current service (10) ▪ Eliminates duplicative service (10)	40
Project application identifies one or more local funding sources and evidences those sources are committed to supplying the necessary local match for duration of the project.	▪ Strong evidence of local match, no TRC requested (20) ▪ Some evidence of local match, some TRC requested (10) ▪ No evidence of local match, TRC needed to implement project but good faith effort put forward to obtain local funds (5) ▪ No evidence of local match, TRC needed to implement project no effort put forward to obtain local funds, (0) TRC = Toll Revenue Credit	20
Project increases mobility options for target populations.	Project provides greater mobility by: ▪ Increasing service levels (hours of day / days of week) (5) ▪ Introduces mobility management techniques (5) ▪ Continuing service to targeted populations (5)	15
Project will be operational within a reasonable timeframe.	Project is operational (i.e., starts providing services) within a short time-frame: ▪ Within 1- 3 months (10) ▪ Within 3 - 6 months (5) ▪ Within 6 - 12 months (3) ▪ over 12 months (1)	10
Agency personnel or contractors are qualified and have appropriate experience to implement project.	Agency and/or contractor qualifications and experience (including key personnel) demonstrate that they have the technical and managerial capabilities and experience to conduct the project / operate the service. ▪ 10+ years experience (20) ▪ 5+ years experience (10) ▪ 1+ years experience (5)	20
Project demonstrates a new or innovative idea that can be replicated elsewhere in the state.	Project incorporates: ▪ Innovative use of technology (5) ▪ Creative sources of financing (5) ▪ Service Design (5) ▪ Innovative Partnership (5)	20
Estimate number of trips that will be generated by the project for the targeted population.	Estimate number of trips generated as a result of the project: ▪ 20 or more new customers (25) ▪ 10 - 20 new customers (10) ▪ 0 - 10 new customers (5)	25
	Maximum Points Available	150

ESTABLISHMENT OF AND BY-LAWS FOR

ILLINOIS REGION 10 HUMAN SERVICES TRANSPORTATION COMMITTEE

FOR

HUMAN SERVICES TRANSPORTATION PLANNING

These by-laws, on behalf of the Illinois Counties of Clay, Crawford, Edwards, Effingham, Gallatin, Hardin, Hamilton, Jasper, Lawrence, Pope, Richland, Saline, Wabash, Wayne, and White are established on behalf of the geographic area of Illinois Region 10 referred to above for the purpose of creating a Human Services Transportation Plan (herein called "HSTP") in fulfillment of the provisions of the Safe, Accountable, Flexible, Efficient Transportation Act, a Legacy for Users (herein called "SAFETEA-LU"), and for prioritizing and recommending projects for federal transit funds to the Illinois Department of Transportation.

WHEREAS,   SAFETEA-LU requires the establishment of a locally-developed, coordinated public transit human services transportation plan for projects that receive funding through Section 5310 (Elderly and Individuals with Disabilities), Section 5316 (Job Access Reverse Commute), and Section 5317 (New Freedom); and

WHEREAS,   SAFETEA-LU requires the development of the HSTP to include representatives from the public, private, and nonprofit transportation and human service providers, and participation by the public; and

WHEREAS,   the IDOT Division of Public and Intermodal Transportation has designated the South Central Illinois Regional Planning and Development Commission (herein called SCIRP&DC) as the Regional Planning Organization responsible for carrying out planning and programming requirements for Region 10 in cooperation with the state. SCIRP&DC has entered into a contract with Illinois Department of Transportation for transit planning purposes; and

NOW, THEREFORE, the by-laws established below will set the purpose and functions of SCIRP&DC in cooperation with an Illinois Region 10 Human Services Transportation Committee…

ARTICLE I. PURPOSE

A. SCIRP&DC shall perform and carry out a cooperative, comprehensive, and continuing area wide transit planning and programming process for Illinois Region 10 in accordance with the requirements of applicable laws, policies, and procedures with the assistance of the Illinois Department of Transportation.

B. SCIRP&DC shall maintain an Illinois Region 10 Human Services Transportation Committee (HSTC) to oversee and coordinate the process in a manner that will ensure that transportation planning and programming decisions are reflective of the needs of local and state governments and transit operations.

ARTICLE II. MEMBERSHIP, VOTING, QUORUM, AND ATTENDANCE

A. The HSTC shall be composed of the following representatives, each having one vote:

   1. A local government elected official or appointed official or appointed representative from each of the 15 counties in the Illinois Region 10 geographic area (up to 15 representatives).

   2. Up to 15 Not-for-Profit, Human Services Organization or other institution which represent the citizens of the Illinois Region 10 geographic area. Representation should balance special needs, aging, disabled, workforce, and education interests when possible (up to 15 representatives).

   3. Up to 15 Public or Private Transit Providers with one representatives from throughout the geographic area of Region 10 where possible (up to 15 representatives).

B. The above numbers are ideal thresholds for committee involvement. The actual size of the committee at its inception will be set based on participation at the first 4 HSTP meetings and will be open to willing party's able to commit to serving on the committee. The committee may vote to add new members by a simple majority vote provided that the thresholds defined in Section A above have not been met.

C. Members of the committee may select a designated voting representative to represent them at the meeting in their absence. An elected official may appoint another elected official or staff as their designee.

D. Resignation by a member of the committee must be requested in writing and submitted at or prior to a meeting. If there is a vacancy or resignation on the committee, the remaining members shall appoint a new member to complete the term of the vacant position. At this time, a good faith effort must be made to appoint a member who represents a similar group of stakeholders (elderly, disabled, low-income, etc.) within the human services category and/or provider category. Elected

officials will be appointed by the county board chair that they represent and can be either county or city officials or a designee.

E. Upon failure to attend consecutive meetings without sending a stand-in or giving prior notice of absence OR upon failing to attend or send a stand-in to at least half of the scheduled meetings in the previous year (365 days), regardless of whether notice of absence if given, committee members will be considered to be INACTIVE MEMBERS. Inactive members will have their voting rights suspended and will not count towards a quorum for voting purposes. Once a committee member becomes an inactive member, he or she may be removed from the committee by a simply majority vote at the next regularly scheduled committee meeting. Inactive members who are not removed from the committee will regain active status either by a simple majority vote or by attending or sending a stand-in to consecutive meetings.

F. A quorum of the Regional Human Services Transportation Committee shall consist of a simple majority of active committee members, without regard to county origin. Active committee participants are those who have made a commitment to serve on the committee as defined above in Sections B and E.

ARTICLE III. OFFICERS

A Chair and Vice-Chair of the HSTC shall be chosen by representatives of the Committee at the first meeting held in odd numbered years. The Chair or any member presiding over the Committee may vote and make or second motions. Any other officer positions may be created as the committee sees fit.

ARTICLE IV. MEETING LOCATIONS, DATES, AND NOTIFICATIONS

A. Other local governments, human service agencies, and transportation providers within Region 10 who are not members of the HSTC shall receive information and may attend all meetings. Any other interested individuals or the media may contact the Regional HSTP Coordinator at the SCIRP&DC office and be added to the mailing list for meeting notifications.

B. Meetings will be scheduled during weekdays at a location within Region 10 unless otherwise agreed upon by committee members. The date, location, and time for meetings will be chosen by SCIRP&DC staff under advisement from the committee. In any three year time frame the committee must meet in at least 3 different locations within 3 different counties of Region 10. Meetings locations should be selected in order minimize travel time for all members and to not show favorability towards any geographic area of Region 10.

C. The committee as a whole shall meet at least 4 times a year. Meetings shall be held roughly quarterly (every 3 months), but may be moved in order to align with deadlines set by IDOT.

D. Except for extraordinary circumstances, meetings shall be announced at least 3 weeks (15 business days) in advance.

ARTICLE V. SUBCOMMITTEE FORMATION

The HSTC may appoint and direct subcommittees as it sees fit. Subcommittees may be comprised of non-committee members.

ARTICLE VI. PLANNING ACTIVITIES, RESPONSIBILITIES

A. The HSTC shall develop, in conjunction with IDOT, a regional evaluation process to prioritize Section 5310, 5316, and 5317 projects for Illinois Region 10 Rural Areas, and recommend those projects to IDOT for funding consideration. Illinois Department of Transportation may expand prioritization of projects at its discretion or by mandate.

B. The Human Services Transportation Plan (HSTP) shall be prepared by SCIRP&DC staff, which will include HSTP elements. The HSTP shall include all elements required by state and federal transportation authorities in addition elements requested by local government representatives. The HSTC will review and approve the HSTP. Any changes to the HSTP must be approved by the committee.

ARTICLE VII. AMENDMENTS, SEVERABILITY

A. If any one or more of the provisions of this Agreement is declared unconstitutional or contrary to law, the validity of the remainder of the Agreement shall not be affected thereby.

B. This Agreement is subject to amendment when a majority of ALL active members (without regards to a quorum) of the HSTC adopts the amendment.

ARTICLE VIII. DURATION OF AGREEMENT

This Agreement shall become effective upon approval by a majority of all active members, and shall remain in effect until terminated by a two-thirds majority vote of all active HSTC members.

ARTICLE IX. TERMINATION

These by-laws and establishment of an HSTC may be terminated at the discretion of Illinois Department of Transportation in compliance with changes to federal requirements or by a two-thirds majority vote of all active HSTC members.