

Coordination Plan Worksheet Amended October 27, 2009

Instructions:

SAFETEA-LU requirements indicate each 2008 coordination plan must:

1. Analyze existing transit services
2. Identify transportation service gaps
3. Identify transportation needs
4. Develop a coordination plan with prioritized strategies and actions.

This worksheet is an example of a tool that can assist your county and/or regional area in developing its local human service transportation coordination plan. Information for items #1 and #2 should be prepared in advance of the locally developed planning meeting.

Critical Discussion Areas

Item #1 - Demographic population information/data for elderly, disabled, low income individuals:

Item #2 - Existing services currently available¹: See attached inventory sheets

Item #3 – Needs: One need that Shawano County identified is that while we do have several types of transportation services we as providers are not aware of the total transportation needs in our communities. We need to identify our transportation needs and then match and/or develop the service to fill the need. Also along with this, given the economic times, we need to be more cost efficient and not duplicate services so coordination of service is important as well as developing resources for transportation personnel to be more efficient in their jobs. Lastly, with Family Care coming in the next two to three years we don't know how our current transportation services will be affected. Now is the time to be proactive; to build relationships between our existing providers, to coordinate and consolidate transportation services.

Item #4 - Gaps²: Shawano County has identified the need to provide more outreach, marketing and education to the residents of our county as to transportation options available. We find that many people we come in contact with are not aware of all the transportation providers that service the county and therefore are not utilizing their services. Another identified gap is the limited availability of evening and weekend transportation services as well as the limited options for persons in wheelchairs. We are aware of situations where a person is brought to the hospital via ambulance during the evening and/or weekends and not admitted. They many times have no way of getting back home. We have had requests for wheelchair transportation to the local dialysis center for people that live outside the city limits and our fixed route was not able to accommodate them. We have also had requests for rural non-medical transportation services outside our normal hours of service. We need to look at the mobility options and transportation service we have available in our county and strive to improve the system.

Strategy and Actions

¹ See Inventory Worksheet.

² Gaps: Examples include lack of infrastructure, resources, capacity, information on services and service redundancies.

Strategies ³	Action Steps	Person(s) Responsible ⁴	Timeline By When?	Roadblocks to Implementation ⁵
Maintain/increase city/rural transportation mobility options and/or service for the elderly and disabled	<ul style="list-style-type: none"> *Improve/expand service hours, geographic coverage, driver assistance *Maintain/expand Driver Escort programs to deliver services *Increase availability of accessible vehicles 	All local transportations providers	ongoing	Lack of resources available Includes funding, drivers and vehicles
Coordinate and consolidate transportation services and resources	<ul style="list-style-type: none"> *Address service needs/trends at city-county transportation committee meetings *Share use of resources(vehicles, facilities, support services) *Increase communication with neighboring counties/tribes 	All local transportation providers and neighboring county/tribal transportation providers	ongoing	Lack of cooperation by entities involved
Develop/improve marketing ,outreach and education of transportation resources	<ul style="list-style-type: none"> *Create centralized listing of county and/or regional transportation services *Develop and distribute material identifying local transportation services 	Shawano County ADRC, Shawano County DSS and DCP, the city of Shawano	June 2010	Lack of coordination between entities, individual agency technology policies/regulations
Identify transportation needs within the city of Shawano and rural Shawano County	<ul style="list-style-type: none"> *Request assistance from East Central Regional Planning Commission to provide information/resources in regards to our transportation needs *Ask City-County Transportation committee to participate in needs assessment *Explore Grant options 	East Central Regional Planning Commission Representative, City-County Transportation committee, Shawano County DSS and DCP	September 2011	Lack of community input, decreased grant opportunities, timing of grant cycles
Develop Resources for transportation drivers/staff to be more efficient.	<ul style="list-style-type: none"> *Develop training programs and/or coordinate with existing training programs *Explore technology options for maximizing vehicle routes and administrating transportation services 	All local transportation providers	ongoing	Financial and staffing constraints,

³ Strategies: The purpose of identifying strategies is to remedy the needs and gaps.

⁴ Person(s) Responsible: Identify all potential partners and specific names.

⁵ Roadblocks to Implementation: Examples include lack of community support, financial constraints, political climate, etc.

At the City County Transportation Committee meeting on July 16th the members were made aware of the need to update our current 2008 Transportation Coordination Plan. A copy of the current plan was given to the members for their review and input. No input was received. Inventory sheets were also disbursed at that time.

On September 15th the amended 2008 transportation plan was developed. Needs and gaps were discussed and strategies developed to remedy the transportation issues identified. The amended plan was then presented to the City County Transportation Committee at their meeting on October 15th and approved. Letters with the amended coordination plan were sent on October 16th to the rest of the stakeholders for their input. No comments were received. All inventory sheets were received by October 26th. Final Plan completed October 27, 2009.