

**FBO Leadership meeting**  
**October 23, 2007**  
**12:00 noon at the CC WIB**

Attendees:

Linda Winfield  
Melody Dickinson  
Robin Widing  
Rev. Barbara Farmer  
Pippa Woods  
Steve Fittante  
Rev Jones  
Peter Bilton  
Anthony Lingo  
Rodney Roland  
Rev. Tony Evans

Staff:

Leona Tanker  
Donna Johnston

Linda Winfield opened meeting with a welcome and noted what an interesting challenge we have here concerning development of Camden City Faith-Based transportation collaboration.

Linda turned the floor over to Pippa Woods.

**Catch-up on the Camden County TMCC initiative:**

- ✓ Following the project plan and going well
- ✓ We have until June 2008 to come up with a design and a plan for implementation of a TMCC; we are one of eight sites in the country;
- ✓ working hard since March to bring together transportation elements in the county using a system engineering approach; the concept of operations is part of the process; process leads to the final document;
- ✓ Reason for the process is the final plan and model will be: (1) a document that everyone has had a say in; (2) and will be replicable across New Jersey and around the country
- ✓ We want to be one of the two to get implementation money.
- ✓ NJ unique with a state wide transit system;
- ✓ TMCC will provide more choices for customers
- ✓ NJ Transit has a new Executive Director, Richard Sarles; he is in total support of this TMCC project; his focus is on bus service (rail is done, but not work on bus trans); focus on opening up more feed lines to River line and 419 line; locations of pulses of services; more and better transport; = greater opportunities for more and better service, richer mix of services

- ✓ Basic elements on Human Services side: Medicaid 15 operators, SenHan, SJTA, To And Fro Transportation
- ✓ Tech team: purpose to follow the plan, collect and document data & information; analyze to improve coordination, new technologies to support delivery of services
- ✓ Right now mapping collected data and doing some analysis of what's out there now
- ✓ Looking for gaps in service, times of day, trips that need to be made
- ✓ basic analysis on how to look at this differently
- ✓ Service Types: technology will help us run what we have more efficiently thus free up capacity for more service; looking at Medicaid coordinated trips – more people in the van; SenHan – utilize the full seating capacity; provide more service through efficiency. Technology will help in this coordination.
- ✓ FBO transportation service is not part of the usual system; to incorporate FBO perspective into the mix: how do we do this?
  - Map location of FBO
  - Vehicle inventory and further info to understand capacity and free time
  - Concept paper from the last meeting
  - can figure ways and sources on how the FBO can coalesce and fit into the mix
  - Camden FBO project is a design project with no demand for money until sometime in March-April 2008;
  - big picture is completed by including where FBO fits in the project
  - Two ways of looking at this:
    - for every \$1 in federal trans funding there are a series of requirements that are rigorous and expensive; examples:
      - commercial drivers licenses required for certain trips carrying so many people for federally funded transport
      - drug and alcohol testing on staff and drivers
      - higher liability level of insurance
  - other funding sources are not so rigorous in requirements
- ✓ FBOs providing transportation by filling in gaps where there is not enough transportation and much demand, such as SenHan's backlog in dialysis trip needs
- ✓ Tech team has information on regulations and some numbers of vehicles on the table and could do an analysis to see what that looks like
- ✓ By March-April of 2008 the tech team should have an idea of the true cost of the implementation plan of which one element can be the FB part of that cost;

### **Related to working through the planning process:**

- ✓ Neighborhood Revitalization Tax Credit Plan; business takes tax credit and passes it off to the community as donation; need to start talking to big business, e.g. Campbell's, about the benefits of participating
- ✓ Need for a budget, need for getting through the process from the volunteer to the group insurance and how it will work
- ✓ Working through the planning process; VTC helpful in pulling together a form/process to work with; VTC could help in defining requirements, for example, license needed by van size, insurance, driver training & so on
- ✓ Need to develop a base line: e.g. # of trips, # volunteer/paid drivers

## Why a FBO transportation collaboration?

- ✓ Share and reduce cost
- ✓ FBO are a ministry associated with a person
- ✓ Asset: vehicle
  - ✓ use vehicle with volunteers for limited hours
  - ✓ Able to lease the vehicle to someone else who will do some of the things FB wants to do but hasn't the time or resources such as getting people to work or medical appointments
  - ✓ Lease money pays for service for such groups as youth, seniors
- ✓ It will work if it doesn't interfere with church business of saving souls
- ✓ Maintenance, insurance could be taken care of by lease
- ✓ To and Fro has given away \$30K of free service; offers van to community sports teams for use; service based on value of the vehicle, fuel, drivers' time; the capital is the vehicle used to generate revenue
- ✓ Vehicle benefits to church; services: youth transportation, senior transportation, related to hours and destinations; church may not have enough volunteers at right time to serve needs identified
- ✓ Providing support in exchange for vehicle use based on vehicle condition
- ✓ Transportation providers have different criteria levels for vehicles

Second funding phase of the MSAA initiative for a TMCC will pay for technology for current system improvements, not for new services or operating cost of new entities. Lease back of a vehicle is a way to cover operating costs.

Church doesn't run like a business. Concern for getting into back leasing and then not have a vehicle when needed for church events. So, write conditions into lease agreement with transportation provider.

## Key points from October 5th meeting recapped.

- ✓ Varying levels of involvement by FBOs, from basic to more complex
- ✓ Technology is key point that allows decisions to be made on who participates at which level; be able to answer the question: if you want federal dollars this is the requirements
- ✓ Create pathways by which FBO can participate at what ever level they are comfortable
- ✓ Collaboration and MOU with municipalities and county gives savings on gas, insurance
  - To & Fro bought gas in bulk a year ahead of time and when prices went up were not affected.
  - Politically feasible in Camden City; a legitimate collaboration created by city resolution, so can buy in bulk for that collaboration
  - Purchase together to drive price down; cities are beginning to realize this is a big cost savings
- ✓ Umbrella insurance policy

## **FBO Collaboration/Concept paper:**

- ✓ Setting up a matrix that includes notes from October 5<sup>th</sup> meeting and concept paper; assigning/volunteering to take a part of the work and complete
  - Categories of organizations; Faith-Based, CDCs
  - Categories/levels of participation or service provided
    - criteria for vehicles
    - trip type and category of passenger (children, medical, so on)
  - set up package to sell Collaboration to FBO boards of trustees
  - 3 key questions need to be answered:
    - Impact of insurance?
    - Who is driving your vehicle? Churches or other entities?
    - And how often vehicle will be used?
  - Need clarity around regulations for drivers, vehicles and insurance
    - categorize by type of service
- ✓ Start with the 17 FBOs who have responded to the vehicle survey;
- ✓ City issue an RFP to FBOs with vehicles interested in being part of the collaboration; this flushes out those FBOs, community orgs we are not aware of
- ✓ Have collaborative picture put together by March/April 2008 to include in TMCC implementation plan
  - Fit into TMCC model
  - Vehicle inventory and focus groups through FBOs
  - By June 08 FBO Collaboration plan is in the implementation plan
  - Concept of Operations does not deal directly with FBO collaboration, but with the mix; deals more with FBO collaboration as well as other transportation providers as making up the mix
    - Building blocks for implementation plan: this is where we are and this is where we want to be; this is what it will take to get us there
- ✓ Some difficulty in seeing the final product: the literature review will be something that provides more understanding through best practices
- ✓ special insurance policy when you are not charging a fee – in transportation service you have to have enough insurance to cover any possible risk; we have to make sure those who are part of the collaborative have enough insurance
- ✓ Types of transportation needed: work, medical, weekends, late night, youth
- ✓ Some FBOs can participate in collaboration by providing CDL drivers from their congregation

**Next Meeting: November 14th, 1:30 pm for dessert**

### **Action Items:**

Steve Fittante will put together the start of a matrix with regulations based on trip making categories related to vehicles, insurance requirements, drivers, youth