

## **TRADE ADVISORY COUNCIL**

### **MINUTES**

**WEDNESDAY, APRIL 18, 2007**

#### **I. Call to Order**

Chairperson Art Ball called the TRADE Advisory Council Meeting to order at 4:52 p.m. on Wednesday, April 18, 2007.

#### **II. Attendance**

Members Present: Art Ball, Wayne Kraemer, Otilie Lucas and Nicole Davis.  
Staff Present: Marty DeNero, Donna Povia and Angela Termen.

#### **III. Approve Minutes**

Members approved the Minutes from February 21, 2007.

#### **IV. Open Issues**

##### **a. Ridership Update**

Our ridership totals are still increasing, though at a much slower rate. Ridership for the first quarter of the 2007 is 2% higher than the first quarter of 2006. In the last couple of months we have had two drivers on workman's comp, one driver out on a personal injury, one with a personal illness and one driver retired, which partly explains the ridership pattern. A new driver will be starting in two weeks to replace the retired driver.

##### **b. Update on Human Service Transportation Coordination Plan**

The next Steering Committee meeting will be May 3, 2007. Marty plans to have a draft for the next Advisory Council Meeting. Marty also said that the community stakeholders

have recommended a central call location and centralized scheduling, expanded service for evenings and weekends and more service for low income employees and youth.

One relatively short-term recommendation is the development of a brochure for customers about all of the various transportation options available in the County. TRADE will be conducting a Customer Satisfaction Survey. Nicole Davis said she would like to help administer the survey also.

## **V. New Business**

### **a. Review Information Technology Plan**

TRADE is one of two counties left in New Jersey that currently operates with NJ Transit's Paratransit computer system (PARRAS). NJ Transit stopped servicing this system two years ago. This scheduling software has become obsolete.

Marty handed out his draft for an Information Technology System Project Proposal to purchase and install software and related hardware (server and desktop personal computers) for the Advisory Board to review. This proposal consists of a Project Overview, Project Objectives, Business Requirements, Passenger-Related Technologies, a Schedule, Cost and Benefit Summary, Risk Assessment and Success Measurements.

## **VI. Set Next Meeting Date**

Our next meeting will be May 16, 2007.

## **VVI. Adjournment**

This meeting was adjourned at 6:03 p.m.