

## **TRADE ADVISORY COUNCIL**

### **MINUTES**

**WEDNESDAY, JANUARY 16, 2008**

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

Chairperson Art Ball called the TRADE Advisory Council Meeting to order at 4:51 p.m. on Wednesday, January 16, 2008.

#### **II. Attendance**

Members Present: Art Ball, Wayne Kraemer, Otilie Lucas and Nicole Davis.

Staff Present: Marty DeNero, Donna Povia, Jamie Andreski and Angela Termen.

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

There were no Minutes from the last meeting that was on October 17, 2007.

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

##### **a. Review Ridership**

Ridership is down 2% from last year. The total ridership for 2006 was 124,704. The total for 2007 was 122,357.

##### **b. Discuss Future Meeting Places**

Marty wanted to discuss different meeting places for our Advisory Council Meetings to possibly attract more public participation. N.J. Transit representative Jamie Andreski suggested a newspaper article to advertise our meetings. M. DeNero explained the plans for the TRADE calendar to feature the Advisory Council.

Council member Nicole Davis suggested the Progressive Center where she works because it is on a bus route. Other suggestions were: The Mercer County Administration Bldg., Project Freedom and the conference room at the Lawrence Library.

c. Update on Human Service Transportation Coordination Plan

Marty said it was reviewed in September by the Freeholders and was submitted to NJ Transit. NJ Transit is reviewing the county plans and will provide feedback. The next meeting for review will be February 4<sup>th</sup>. There will be a meeting in March for the local Stakeholders.

**V. NEW BUSINESS**

a. Update on Automated Reservation, Scheduling and Dispatch Software

Marty said the Freeholders approved the software in December 2007. The new software will be coming in around the middle of February and training will take place in March and April. Marty is working on a plan for the transition.

b. Discuss Door-to-Door Service Policy

Marty handed out a description for TRADE's current policy and the NJ Department of Personnel job specification, which conflict as far as what a Driver is required to do.

Marty would like to implement a policy for drivers to complete an incident report on any occurrence where the door-to-door policy presents a problem.

**VI. SET NEXT MEETING DATE**

The next Meeting for the TRADE Advisory Council will be February 20, 2008.

**VII. ADJOURNMENT**

This meeting was adjourned at 6:11 p.m.