

# Rural Transit Managers Workshop

March 31 and April 1, 2010

Comfort Inn      Mt. Pleasant, Michigan

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## ■ Wednesday

- 8:30-9:45                      Back to Basics
  - MDOT staff will discuss such items as 5311 funding, the revenue and expense manual, the reconciliation and audit close out process. They will also answer your questions on how MDOT requirements effect your day to day operations.
- 9:45-10:00                      Break
- 10:00-11:00                      Performance Measures Study
  - Allison Townsend from the Corradino Group, along with Hoon Hopgood and Andy Brush will provide an overview of the Transit Performance Measures Study now nearing completion.
- 11:00-12:00                      MDOT Update
  - MDOT Staff will report on topics new or renewed over the last year. Bring your questions and concerns.
- 12:00-1:00                      Lunch
- 1:00-2:30                      Human Resources Practices and Records Retention
  - Mark Koerner from the Hubbard Law Firm will provide information to help keep all us out of trouble.
- 2:30-2:45                      Break
- 2:45-4:00                      Pupil Transportation
  - MDOT, along with a panel of managers who are providing pupil transportation, will discuss what service we can provide our local schools and what the legal and regulatory constraints are.
- 4:00-whenever                      Roundtables
  - Four roundtables will be available for further discussion and question about the day's sessions. The presenters will lead the roundtable discussions. One of the roundtables will be an open forum table for any other discussions you may wish.
  - Evening refreshments will be available during the roundtable discussions.

## ■ Thursday

- 8:30-9:15                      CTAA Update
  - Roland Mross, CTAA Regional representative; Rochelle Coty, CTAA Board Member and Dan Wedge, CTAA District representative, will provide the latest and greatest on what's happening (or not happening) in Washington, D.C.

- 9:15-10:00                      2010 Election
  - Clark Harder and Bill Zaagman will discuss how you can engage local and statewide candidates on transit issues during the upcoming primary and general election seasons.
- 10:00-10:15                      Break
- 10:15-11:15                      Demand Response Service
  - A panel of fellow managers will discuss best practices to help you deal with any misunderstanding between customer expectations and the realities of service delivery.
- 11:15-12:00                      ADA Update
  - Information will be provided on current and proposed ADA regulations and their effect on your operations and vehicles.

A printed materials sharing table will be available this year. We are especially looking for any material you may have produced for a millage campaign. Please include your contact information should the supply of material run out before demand is met. Please include any other material you think would be of interest to the other managers.

This year, the Michigan Transit Partnership Conference will be held on April 1<sup>st</sup> and 2<sup>nd</sup> in Mt. Pleasant. Their Thursday program will meld with ours on Thursday morning and then continue after we finish at noon. Their program is being sponsored by United Cerebral Palsy of Michigan. Should you wish to register for their conference, please contact Glenn Ashley at [ashley@ucpmichigan.org](mailto:ashley@ucpmichigan.org). Please try to attend what should be a very informative conference.

Lunch will be provided Wednesday as well as hot hors' d'ouvers during the roundtables. A cash bar will be available during the roundtable session. For those staying at the Comfort Inn, breakfast is included with the room. Thursday lunch will be the traditional bag lunch which you may take along for the trip home. If you register for the Transit Partnership Conference, lunch is included with their program.

Your RTMW Planning Workgroup is looking forward to seeing you in Mt. Pleasant.

Workgroup Members:

Carol Wegher, Tom Pirnstill, Denny Adams, Delynn Klein, Vedra Gant,

Onalee Pallas and Andy Brush

Staff: Joe DeKoning

If you have any questions or comments, contact Joe at [mptajoe@comcast.net](mailto:mptajoe@comcast.net)