

Transportation Advisory Committee - Subcommittee Meeting (Tuesday, May 21, 2024)

Generated by Allison Swint on Tuesday, May, 21, 2024

Members present

Laura Carrington, William Hill, Leon Carrington, Jessica Richards, Dr Glenn Orlin

Meeting called to order at 4:04 PM

1. CALL TO ORDER

2. ROLL CALL

Roll Call: A. Roll Call

3. NEW BUSINESS

Discussion: A. Define purpose of subcommittee and tasks

The primary purpose of the subcommittee is to collect and update contact information on all of the transportation service providers in the County and attempt to centrally locate and advise users of how to locate.

Discussion: B. Define roles of subcommittee members

Jessica Richards to provide spreadsheet to the group; Terry Kerns to update Mobility Connection Flyer; Allison Swint to provide list of transportation providers listed in the annual grant application.

4. ANNOUNCEMENTS

Next meeting will be at 4pm in Room 14 on June 7, 2024

5. ADJOURN

Action: A. Meeting Adjourned

I move to adjourn the meeting at 5:01pm.

Motion by Dr Glenn Orlin, second by William Hill.

Final Resolution: Motion Carries

Yea: Laura Carrington, William Hill, Leon Carrington, Jessica Richards, Dr Glenn Orlin

ST. MARY'S COUNTY GOVERNMENT
DEPARTMENT OF
PUBLIC WORKS & TRANSPORTATION

James M. Gotsch, P.E.

Director



COMMISSIONERS OF ST. MARY'S COUNTY

James R. Guy, President
Michael R. Alderson, Jr., Commissioner
Eric S. Colvin, Commissioner
Michael L. Hewitt, Commissioner
Scott R. Ostrow, Commissioner

**TRANSPORTATION ADVISORY COMMITTEE:
TRANSPORTATION SERVICE PROVIDERS INFORMATIONAL SUBCOMMITTEE:
21 May 2024**

1. CALL TO ORDER

Meeting called to order at 4:04PM

Link to video: [05/21/24 Transportation Advisory Committee for St. Mary's County - YouTube](#)

2. ROLL CALL

A. Roll Call

4:04PM – Laura Carrington calls the roll; Allison Swint informs Laura Carrington that Transportation Director Jim Gotsch is present

Members present: Chair Laura Carrington, Leon Carrington, William Hill, Terry Kerns, Glenn Orlin, Jessica Richards

Others present: Transportation Director Jim Gotsch

3. TASK REVIEW

A. Define task at hand

4:07PM – Laura Carrington debriefs the Subcommittee on the main task the Subcommittee will fulfill, collecting and updating contact information on all of the transportation service providers in the County

4:07PM – Laura Carrington poses question to the Subcommittee on whether the scope of the task should include transportation service providers in the tri-County area

Allison Swint suggest limiting area of interest to transportation service providers within St. Mary's County; Laura Carrington concurs

Appropriate accommodations for individuals with special needs will be provided upon request. In order to meet these requirements, we respectfully ask for one week's prior notice. Please contact Allison Swint, 301-475-4200 Ext 3511. All content of these proceedings is subject to disclosure under the Maryland Public Information Act.

4:08PM – Glenn Orlin reminds Laura Carrington of the existing Transportation Mobility Flyer on the County transportation website

Discussion stems from the announcement, with input from Allison Swint and further input from Glenn Orlin

4:09PM – Glenn Orlin proposes standardizing format of provided transportation resource information and designating someone in County transportation to keep the repository of information up to date

Discussion stems from the proposition, with input from Allison Swint, Laura Carrington, and Jessica Richards

4:13PM – Laura Carrington asks about the content of the Transportation Mobility Flyer; Allison Swint provides a response and shares her screen, showing the flyer, in the Zoom client

4:16PM – Allison Swint points out a POC on the flyer who has since left the position; Terry Kerns takes the task of updating the flyer

4:18PM – Glenn Orlin and Laura Carrington point out information that isn't included on the flyer

Discussion stems from the content, with input from Allison Swint, Terry Kerns, and additional comment from Glenn Orlin

4:22PM – Glenn Orlin suggests finding a way for the list of transportation providers to cooperate with each other

Allison Swint adds commentary

4:24PM – Glenn Orlin and Laura Carrington open discussion on which transportation services not listed on the Transportation Mobility Flyer should be included in the information provided

Allison Swint lists private transportation services operating in the County that STS has been in contact with

Terry Kerns and Jessica Richard provide additional input

4:26PM – William Hill suggests adding the services to the repository of transportation provider information on the County website; various Subcommittee members respond

4:29PM – Laura Carrington recaps the discussion and outlines next steps; discussion on what information should appear on the Transportation Mobility Flyer or other format opens

4:37PM – Laura Carrington asks if freelance shuttle services in the County should be added to the list of transportation service providers

Discussion stems from the question with input from Jessica Richards, William Hill, Glen Orlin, and Allison Swint

4:40PM – William Hill recommends selectivity in choosing a point of contact for the different transportation services listed on the Transportation Mobility Flyer

Discussion stems from the recommendation with input from several members present

4:43PM – Leon Carrington joins the meeting, Laura provides recap

4:45PM – Laura Carrington asks where physical copies of the transportation service provider information should be kept or maintained; Allison Swint provides a response

B. Define roles

4:45PM – Laura Carrington asks for a Subcommittee member to update the existing Transportation Mobility Flyer; Terry Kerns volunteers for the task

4:46PM – Laura Carrington asks for a Google spreadsheet to be created to capture the information of additional transportation service providers the Subcommittee would like to add to public information

Jessica Richards shares she has created a Google Sheet

Laura Carrington requests Jessica Richards send forward the Google sheets to Allison Swint to be shared with the group

4:46PM – Laura Carrington asks about existing resources for transportation service providers

Allison Swint shares that STS maintains a list of providers they send notice to for grant application and reapplication

4:47PM – Allison Swint asks Laura Carrington what is meant by 'provider resources'; Laura Carrington provides a response, with additional input from Jessica Richards

4. ANNOUNCEMENTS

A. Next Meeting – June 7, 2024 @4PM, Potomac Building, Room 14

Appropriate accommodations for individuals with special needs will be provided upon request. In order to meet these requirements, we respectfully ask for one week's prior notice. Please contact Allison Swint, 301-475-4200 Ext 3511. All content of these proceedings is subject to disclosure under the Maryland Public Information Act.

4:53PM – Laura Carrington requests member availability for the next Subcommittee members; members present provide a response

4:55PM – Subcommittee members reach an agreement, Laura Carrington announces the next Subcommittee meeting

4:57PM – Laura Carrington recaps the current list of tasks to the committee

4:58PM – William Hill requests the Transportation Mobility Flyer link be sent to members of the Subcommittee

4:58PM – Glenn Orlin asks Director Gotsch who will maintain the transportation provider information on the County Transportation website; Allison Swint provides a response

4:59PM – Laura Carrington asks Director Gotsch if he has any requests of the Subcommittee; Director Gotsch states he is attending as an observer only

5. ADJOURN

5:00PM – Laura Carrington asks for a motion to adjourn the meeting

5:00PM – Leon Carrington announces he will look into transportation services provided by the colleges for students to add to the repository of transportation information

5:01PM – Laura Carrington requests a motion to adjourn the meeting
Glenn Orlin motions to adjourn the meeting; William Hill seconds the motion

The meeting is adjourned