

**Transportation Advisory Committee - Transportation Service Providers Information Subcommittee Meeting (Friday, June 28, 2024)**

*Generated by Allison Swint on Friday, June 28, 2024*

**Members present**

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

**Meeting called to order at 4:06 PM**

1. CALL TO ORDER

2. ROLL CALL

Roll Call: A. Roll Call

3. APPROVE MINUTES

Action: A. Approve June 7, 2024 meeting minutes

Motion to approve the June 7, 2024 meeting minutes.

Motion by Dr Glenn Orlin, second by Leon Carrington.

Final Resolution: Motion Carries

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

4. NEW BUSINESS

Action: A. Transportation provider list finalization

Motion to approve Mobility Flyer pending minor edits discussed.

Motion by Dr Glenn Orlin, second by Leon Carrington.

Final Resolution: Motion Carries

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

Discussion: B. Review progress of subcommittee tasks

Subcommittee members to drop at county libraries.

Discussed flyers on STS buses, discussed flyers will not be placed on buses as they become trash on buses and bus stops. Can create QR code in lieu.

Mobility Flyer to be reviewed by STS every 6 months for accuracy of contacts.

5. ANNOUNCEMENTS

6. ADJOURN

Action: A. Meeting Adjourned

I move to adjourn the meeting at 4:27pm.

Motion by William Hill, second by Dr Glenn Orlin.

Final Resolution: Motion Carries

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



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**TRANSPORTATION ADVISORY COMMITTEE:  
TRANSPORTATION SERVICE PROVIDERS INFORMATIONAL SUBCOMMITTEE:  
28 June 2024**

**1. CALL TO ORDER**

Meeting called to order at 4:00PM

Link to video: [06/28/24 Transportation Advisory Committee for St. Mary's County - YouTube](#)

**2. ROLL CALL**

A. Roll Call

4:00PM – Laura Carrington calls the roll

Members present: Chair Laura Carrington, Leon Carrington, William Hill, Glenn Orlin

**3. APPROVE MINUTES**

A. Approve June 7, 2024 Meeting Minutes

4:01PM – Laura Carrington requests a motion to approve the minutes from the June 7, 2024 Subcommittee meeting

Glenn Orlin motions to approve of the meeting minutes, Leon Carrington seconds the motion

**4. TASK REVIEW**

A. Review Progress

4:01PM – Laura Carrington recaps efforts to update the Transportation Mobility flyer and asks Allison Swint to share the edited flyer

4:02PM – Laura Carrington retracts the request and shares, via Zoom, the corrected draft Transportation Mobility flyer shared by William Hill

4:02PM – Laura Carrington reviews the previous meeting’s discussions on the flyer and recounts goals of distributing the flyer to various transportation service providers, and voting to finalize the document

#### B. Transportation provider list finalization

4:04PM – Laura Carrington requests a motion to recommend the current edit of the mobility flyer for use by the County Transportation Department

Glenn Orlin states he will make the motion but suggests additional edits

Discussion stems from the suggestion as Glenn Orlin, Laura Carrington and William Hill find additional errors

4:13PM – Laura Carrington asks Allison if the flyer can be amended and the final edit motioned for approval via email

Allison Swint suggests motioning in the meeting to approve of the flyer for use with the stipulation that discussed edits will be applied; discussion stems with input from Glenn Orlin

4:10PM – Glenn Orlin motions to approve the updated transportation mobility flyer, with previously discussed corrections implemented, for recommendation to County Transportation; Leon Carrington seconds the motion

4:11PM – Laura Carrington opens discussion on the task of contacting transportation service providers and supplying them with the updated Transportation Mobility flyer to disseminate amongst their customers

4:13PM – Glenn Orlin asks to know who within County Transportation will take charge of maintaining the Transportation Mobility flyer and how frequently

Allison Swint provides response, with additional discussion from Glenn Orlin and Leon Carrington

4:14PM – Glenn Orlin discusses providing copies of the updated Transportation Mobility flyer to the county libraries

Laura Carrington offers to contact the Lexington Park branch to offer the flyers

4:16PM – Laura Carrington suggests posting the Transportation Mobility flyers at STS bus stops and on the buses

Allison Swint recommends the opposite, citing efforts to avoid trash pile up from discarded flyers and other materials

4:17PM – Laura Carrington offers to contact the transportation service providers on the Transportation Mobility flyer and provide them with the updated flyers for dissemination to their customers

Discussion stems from the suggestion with input with Leon Carrington, Allison Swint and Glen Orlin

4:20PM – Leon Carrington asks if members will be provided with a copy of the finalized Transportation Mobility Flyer

4:20PM – Allison Swint asks if the Subcommittee has access to a shared document containing transportation mobility flyer

Laura Carrington provides response

Allison Swint asks for the latest revision to the draft Transportation Mobility Flyer; Laura Carrington provides the document sent by William Hill

Allison states she will make the discussed changes to the flyer and have it updated to the STS website, then provide it to the Subcommittee via email

4:22PM – Laura Carrington restates what has transpired for confirmation

4:23PM – Glenn Orlin asks if members should pass along additional errors spotted to Allison Swint

Allison Swint concur

4:23PM – Glenn Orlin and Laura Carrington discuss upcoming TAC meetings and availability

4:24PM – Laura Carrington states goals of the Subcommittee have been accomplished and recaps current ongoing tasks and the final task of providing members with the updated Transportation Mobility Flyer

4:25PM – Glen Orlin asks if the draft Transportation Mobility flyer has been uploaded to the STS website

Discussion stems with input from Allison Swint, and Laura Carrington

4:26PM – Laura Caarrington asks Allison Swint if a vote is required to close the Subcommittee

Allison Swint provides the response

## **5. ANNOUNCEMENTS**

A. Next Meeting – July 18, 2024 @1PM, Commisioner’s Gallery Room,  
Chesapeake Building

4:26PM – Laura Carrington announces the next TAC meeting

4:26PM – Allison Swint announces that the finalized Transportaion Mobility flyer  
will be made available to the full TAC Committee

Laura Carrington confirms

4:27PM – Allison Swint announces that approval of the meeting minutes will occur  
over email as the Subcommittee will not convene again

## **6. ADJOURN**

4:27PM – Laura Carringtons requests a motion to adjourn the meeting

Glenn Orlin motions to adjourn the meeting; William Hill seconds the  
motion

The meeting is adjourned