1. Prairie Five was awarded the Phase 3 grant which will be effective January – December 2022. Phase 3 of the RTCC will be a year in which the ideas that were collaborated on in Phase 2 are implemented. A handout was provided outlining anticipated Phase 3 projects.
   a. The RTCC will continue to hold quarterly meetings in Phase 3. Specific dates will be sent to stakeholders prior to the end of 2021.
   b. The RTCC coordinator will participate on the MCOTA Operations Work Team. This work team will focus on legislative change to improve access to transportation.
   c. The RTCC coordinator will attain travel training certification through Easter Seals Project Action Consulting. This program is the gold standard of travel training and will provide the coordinator with the appropriate tools to build a successful travel training service.
      i. Travel training curriculum will be formed and the service will be launched by fall 2022. Travel training services will be advertised to the general public and targeted at assisted livings, health services, and human services.
   d. The RTCC will continue recruitment activities for employed and volunteer drivers.
      i. The RTCC is currently working with PIC, MACV, DEED, and Chippewa County VSO to put on a career and resource fair at the end of January. This fair is targeted towards veterans but open to the general public. Prairie Five will be recruiting drivers at the event.
      ii. A great deal of recruitment efforts took place during Phase 2 with small results. How do we make volunteer driving more fun and feasible?
1. Offer option of shared vehicle instead of personal
2. Make training process as easy as possible
3. Volunteer recruitment may be more effective post-COVID
4. Reach out to community clubs (ex. Lions Club)

   e. In Phase 3, a new feature will be added to the website which will further help individuals in need find transportation that best suits their needs and circumstances. The features will be similar to an online quiz in which the requester enters information regarding their location, mobility type, funding source, etc. to find transit providers.

   f. The RTCC coordinator will meet individually with health services and human services to educate them on the new website feature, introduce travel training, and continue to understand where there are existing gaps.

   g. The RTCC plans to write for a Live Well at Home grant to improve the experience of volunteer drivers. This will possibly include tablets for volunteer drivers and/or a shared vehicle.

   h. In September 2021, a grant application was completed for a Minnesota Department of Veterans Affairs Support Our Troops Grant. If awarded, this grant would provide funding for Prairie Five to purchase a wheelchair accessible van which would be used exclusively to serve veterans. The data collected from these rides would help to formulate plans for future service focused on better serving veterans in the five-county region. Grant awardees will be announced in February or early March 2022.

   i. PBS will produce a video to help engage and educate potential transit users in Region 6W. Future discussions with PBS will help us to understand the amount of content we will be able to include, however, basic transit information, travel training, and/or driver recruitment will be included. PBS will also help ensure that the video effectively reaches an audience.

   j. The RTCC coordinator will participate in the Local Human Service-Public Transit Coordination Plan which will be conducted through the first half of 2022.

2. At the first meeting of Phase 2 in April 2021, gaps in transportation included: not enough employed or volunteer drivers, few transit services available on the evening and weekends, limited ability for transit providers to provide short-notice rides. To help bridge these gaps, the RTCC has or will seek to do the following tasks: Improve coordination between existing services to reduce need for additional drivers/vehicles on the road; ensure that transit services are being used effectively (development of Transportation Provider Directory/Transportation User Guide, online transportation provider selector, Travel Training service to assist passengers in using transportation services and the online tools); continuing recruitment activities for employed and volunteer drivers; potential implementation of technology allowing drivers to be dispatched during evenings and weekends.

3. Transportation Management Coordination Center (TMCC) - What does this look like in Region 6W?
   a. Attendees voiced the need for a one-call, one-click center that assigned rides region-wide initially but, ideally, state-wide. The one-call, one-click center would be most effective as an app which functioned similar to Lyft by showing all available transit options and allowing the passenger/requestor to schedule rides through the app.

Meeting was closed at approximately 2:20pm.