



FY2026 Coordination Plan

1. Date Adopted/To be adopted: 12/04/2024

Capital Transit currently has 13 vehicles in its fleet: **2016 Ford Entourage, 2 2017 Spirit of Liberty Freightliner buses (ARBOCS), 2 2018 Ford Elkhart Coach cutaways, 2019 Ford Elkhart Coach cutaway, 2015 Ford Elkhart Coach cutaway, 2 Dodge Grand Caravans (mini vans), and 4 (2 2022) (2 2020) Ford Transit Vans.**

The **2016 Ford F-550 Entourage** is a purple cutaway bus. It is a 27-passenger bus with 2 wheelchair stations. This bus is equipped with a 2-way radio and cameras. This bus is off lien. The approximate mileage is 141,687.

The (2) **2017 Spirit of Liberty Freightliner buses (ARBOCs)** are Midsized purple buses with a seating capacity of 29 and 2 wheelchair positions. These buses are equipped with 2-way radios and camera systems. These buses are used in rotation for our East Helena Service. The mileage on these buses is 83,487 and 70,9872.

The (2) **2018 Ford E-450 Elkhart Coaches** are purples cutaways buses. They are the smaller cutaways and seat 12 people with 2 wheelchair positions. It is equipped with a 2-way radio and a camera system. The miles on these buses are 106,192 and 100,943.

The **2019 Ford E-450 Elkhart Coach** is a purple cutaway. It is a 12-passenger bus with 6 wheelchair stations. It is equipped with a 2-way radio and a camera system. The miles on this bus are 90,359.

The **2015 Ford E-450 Elkhart Coach** is a purple cutaway bus. It is a 13-passenger bus with 2 wheelchair stations. It is equipped with a 2-way radio and a camera system. This bus is planned to be replaced when previous fiscal year award vans come in. The miles on this bus are 176,865.

The (2) **2019 Dodge Grand Caravans** are white minivans. They are 5-passenger mini vans with 2 wheelchair stations but are currently set up for 1. It has a 2-way radio and a camera system. The miles on these vans are 26,627 and 24,225.

The (2) **2020 Ford Transit Vans** are purple and white transit vans. They are 9 passenger vans with 2 wheelchair positions but are currently set up for 1. They have 2-way radio and a camera system. The miles on these vans are 60,488 and 46,811.

The (2) **2022 Ford Transit Vans** are purple and white Transit vans. They are 9-passenger vans with 2 wheelchair stations but currently set up for 1. It has a 2-way radio and a camera system. The miles on these buses are 36,339 and 37,367.

2. Agencies and Private Sectors involved:

Capital Transit does not coordinate transportation with any other Agency, but clients of the following Agencies do utilize City of Helena's/Capital Transit's services for the following:

West Mont, Ability MT, RMDC, MRHW, Family Outreach- Capital Transit provides noncontracted rides for clients of said entities to the grocery store, appointments, shopping, special events, and day-to-day living.

No private sectors are currently participating.

3. Agencies and Private Sectors not involved:

Lewis and Clark County and City of East Helena- Lewis and Clark County and the City of East Helena provide most of the match for our East Valley service. Both City of East Helena and Lewis and Clark County are active members of the TAC but do not have transportation services to offer.

St. Peters Health, Good Samaritan, and YWCA- are currently not active members of the CTAC.

Other facilities' clients that utilize Capital Transit's services but are not involved in the TAC are as follows: Beehive, Touchmark, Hunter Pointe, Ascension, and Cooney Healthcare.

Non-participating private sectors are as follows: Sunshine Taxi, First Student, and Salt Lake Express.

Salt Lake Express:

Salt Lake Express provides intercity transportation from Helena to the cities along the I-15 Corridor. Salt Lake Express is currently not an active member of the TAC. Salt Lake Express has permission use the curb side bus stop to the north of the facility; loading and unloading of passengers and their luggage only; there are no freight services provided by SLE at the Capital Transit Facility.

4. Needs Assessment:

The City of Helena/Capital Transit does periodic surveys through our scheduling software platform as well as enabled a comment section so riders can provide feedback on their ride experience. We discuss transit needs in our TAC. We currently have small amounts of public involvement through clients of our current TAC members.

Capital Transit is open Monday through Friday with operational hours of 6:30am to 6:00pm, with Lobby and Scheduling hours from 8 am to 4 pm. Our service is a demand response service within Helena city limits and a small portion of East Helena. East Helena also has 2 virtual bus stops at the Intersection of Kalispell Ave N & E Clinton St or East Helena City Hall. Our East Helena service runs 2 morning runs and 2 afternoons runs. Our bus leaves Capital Transit's Station at 8 and 9 am for the am runs and 2 and 3 pm for the afternoon runs. Our East Helena service runs to East Helena from the Transit station and vice versa only.

5. Public Involvement:

Public involvement for CTAC meetings has been handled by the CTAC. Minutes for each CTAC meeting are kept. Transit items which go before the lead agency for formal decisions are conducted through the City of Helena's city administrative meetings and city commission meetings process. All items before the City Commission are properly public noticed and minutes are kept.

6. Private Sector:

City of Helena/Capital Transit is the only public transportation agency in the area.

7. Plan for Growth and /or increase ridership:

We are currently experiencing short staffing, and our current plan is to become more fully staffed so we can meet the current demand and needs for our ridership base. In the future, as funding allows, we would like to increase staff, and potentially business hours or operational days.

8. Transportation Advisory Committee (TAC) Meetings:

City of Helena/ Capital Transit has only one Transportation Advisory Committee (TAC). It is comprised of several individuals representing local agencies, including adults with developmental disabilities (Ability MT), RMDC, Family Outreach, MRHW, West Mont, City of East Helena, St. Peter's Health, Good Samaritan, and Lewis and Clark County. The TAC reviews all applications for new vehicles and operating funds. The TAC also reviews any other transportation related concerns or ideas in the Helena area.

Family Outreach Inc.

About Family Outreach:

Founded in 1977, Family Outreach Inc. is a state-contracted 501(c)(3) non-profit provider of intervention and support services for individuals with developmental delays or disabilities across the lifespan. Headquartered in Helena with branch offices in Bozeman and Butte, our operations cover 19 counties of western Montana. We are proud to have been among the first non-profit organizations to follow the modern model of supporting and integrating people with disabilities in their communities, using an inclusive approach that fosters dignity and respect for often marginalized groups. Our services include Early Intervention, Supported Living, Vocational Rehabilitation, Applied Behavior Analysis, and more. We served a total of 859 clients in our fiscal year ending June 2024, and this number is expected to increase as we serve more families in our new northwest service area. Family Outreach aims to make a lasting positive impact on the lives of people with disabilities, following our vision to build communities where abilities are celebrated, and every individual can achieve their fullest potential.

Description of Transportation Services

Most transportation needs within our organization fall into two categories: staff traveling to meet with a family or client at their home, or staff transporting clients from one location to another (e.g., to a job site or store). There are occasional staff trips between offices to facilitate administrative or other required tasks. Different service programs have different needs, and everyone shares the vehicles through a reservation system. For example, a Job Coach in Support Services may drive one company vehicle from Helena to Townsend to meet an adult client at their home and take them to a job site in Townsend. When work at the job site is completed for the day, the Job Coach drives their client home before returning to Helena with the vehicle. Meanwhile, a member of Early Intervention staff may drive another company vehicle to a family's home to perform an assessment of their young child as part of intake procedures, and then return it to the office when the assessment is complete. Company vehicles enhance the ability of Family Outreach staff to perform their duties and fulfill our shared mission to provide individuals and families with personalized innovative

support to empower people with disabilities.

Vehicle Inventory:

LOCATION	VEHICLE	CURRENT MILEAGE	FY2024 MILEAGE
Helena	2016 Subaru Impreza	101,355 mi	+8,126 mi
Helena	2022 Chrysler Pacifica	43,626 mi	N/A
Bozeman	2016 Subaru Impreza	112,763 mi	+5,075 mi
Bozeman	2021 Toyota Corolla	24,352 mi	+6,258 mi
Butte	2018 Subaru Impreza	71,491 mi	+8,474 mi
Butte	2021 Toyota Corolla	38,994 mi	+15,653 mi
Missoula (formerly Helena)	2018 Subaru Impreza	68,546 mi	+12,169 mi
Kalispell (formerly Bozeman)	2019 Subaru Impreza	71,826 mi	+8,262 mi

Future Needs

Spring and summer of 2024 brought new opportunities to Family Outreach, and we expanded one service category into northwest Montana. This resulted in a reshuffling of fleet vehicles to ensure coverage across all our service areas. We transferred one of our Bozeman vehicles to Kalispell for staff use during home visits. Then, at the beginning of September 2024, we added a Chrysler to our fleet and transferred a different vehicle to Missoula. As funding permits, we plan to gradually replace our higher mileage vehicles (100,000 miles +) in the coming years to ensure the reliability of

our fleet and prioritize the safety of our staff and clients. Our next priority with regard to our vehicle fleet is to replace the aging Helena Subaru Impreza with an all-wheel drive Toyota Corolla hybrid. This will be another step toward increasing safety and mitigating the ongoing financial impacts of inflation and fluctuating fuel costs.

Rocky Mountain Development Council, Inc. (Rocky)

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Rocky is a Community Action Agency, formed in 1965 after President Lyndon Johnson declared a "war on poverty" in response to a national poverty rate of 19%. Several pieces of legislation were passed and this law is how Community Action Programs were born. As a community resource for individuals and families, Rocky is committed to improving quality of life, especially for low-income citizens, in Lewis & Clark, Broadwater, and Jefferson Counties. Currently, Rocky encompasses senior services, affordable housing, energy assistance, child care, Head Start and provides senior volunteer opportunities. Rocky has been serving young children during their early educational years and older adults in their most challenging years for 59 years.

Description of Transportation Services

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Virtually all of Rocky's programs require transportation in one form or another. Rocky provides free transportation for Helena area older adults, within Helena city limits, participating in the following Rocky programs: Helena Senior Center (located in the Neighborhood Center) for lunch and other activities, Foster Grandparent Program, Senior Companion Program, Retired & Senior Volunteer Program, and Rocky's Agency on Aging.

Each year, Rocky helps over 800 older adults in Lewis & Clark, Broadwater, and Jefferson counties live as independently through the Meals on Wheels Program. Hot nutritious meals are delivered Monday through Friday, to older adults 60 and over who are home bound or have trouble preparing their own meals due to a disabling physical, emotional, or environmental condition. Rocky's Meals on Wheels program transitioned to primarily a volunteer-based model. Rocky also distributes shelf stable groceries through the Commodity Supplemental Food Program to income eligible older adults throughout the tri-counties, Elliston, and White Sulphur Springs bi-monthly.

Rocky is a partner in the Eagles Manor Complex, which currently includes the Penkay Eagles Manor (with 66 one-bedroom and single-room occupancy units), Eagles Manor II (with an additional 44 units), and Eagles Manor III (additional 30 units in the common complex), which is located at 715 North Fee in Helena. These units are dedicated to low-income older adults and adults with disabilities. The complexes are home to the frail elderly with a median age in the 80s. Most experience age-related disabilities and need walkers, wheelchairs, and portable oxygen tanks. Few drive or have access to personal vehicles. The Eagles shuttle is primarily used for senior outings, such as breakfast or lunch away from the facility.

Senior Companions and Foster Grandparents is a (55 years and older) volunteer program for low-income older adults. Volunteers receive a small hourly stipend and are reimbursed for the mileage they log in support of providing service. Senior Companions provide in-home services, transportation, and run errands for their frail older adult clients. Not only do these programs serve the specific target population noted, they also provide a strong protective factor for the impoverished senior volunteers themselves.

It is the policy of Rocky to provide equal opportunity to all of its employees and clients and to assure that there shall be no discrimination against any person on the basis of sex, age, race, color, religion, creed, national origin, physical or mental handicap, marital status, political beliefs, veterans' status, sexual orientation, gender identity or expression, or genetic information unless related to a bonafide occupational requirement.

Service Productivity

Rocky provided 1,563 one-way, passenger-trips between July 2023 and June 2024 (FY24). Rocky's current monthly ridership average is approximately 261 one-way rides. Our current ridership average is 28 passengers. Area demographics indicate that there will be a steady rise in the percentage of older adults in the population for the next 20 years, as reflected in the projected growth in the tri-county population aged 65 and older.

Service Analysis – Vehicle Fleet

Rocky Vehicle Inventory Description Fund Name
 Rocky's vehicle fleet is 21 vehicles (includes trailers); four are used for Rocky's Weatherization, a

The following list provides the detail.

Rocky Vehicle Inventory Description	Fund Name
2023 Jeep Compass	Head Start
2023 Dodge Ram	Head Start
2017 Jeep Patriot	Head Start
2020 Chevy Traverse	Head Start
2020 Buick Enclave	Head Start
2008 Ford Ranger	Meals on Wheels
2023 Subaru Forester Wilderness	Meals on Wheels
2017 Subaru Forester	Meals on Wheels
2013 Chevy Express Bus – 13 psgr.	Senior Transportation (Eagles)
2020 Ford Elkhart Coach E450 Bus-13 psgr.	Senior Transportation

2007 Starcraft Bus	Senior Transportation
2003 GMC Savana Cube Van	CSFP (Commodity Supplemental Food Program)
2018 Chevy Silverado 1500 LT	CSFP (Commodity Supplemental Food Program)
2020 Load Runner Cargo Trailer 7 X 16	CSFP (Commodity Supplemental Food Program)
2009 Dodge Ram 2500 (donated)	Weatherization
1998 Cargo Mate Trailer	Weatherization
2012 Nissan Rogue	Weatherization
2014 Rav 4	Weatherization
2021 Subaru Ascent Limited – Vehicle #1	Agency on Aging
2021 Subaru Ascent Limited – Vehicle #2	Agency on Aging
2009 GMC Savana Van	Facilities

Future Needs

Currently Rocky has no immediate needs for short-term transportation purchases.

Table 2: Rocky Short-Term Needs

Description	Amount
Total Estimated Short-Term Needs	\$00

Rocky is an active member of the HATAC

MRWH FY26 TAC Coordination Plan

Many Rivers Whole Health is a Montana 501(c)(3) non-profit community mental health agency that provides behavioral health and substance use services to children and adults within 14 different counties throughout Montana. In Helena we provide an array of services, including Outpatient Psychiatry, Therapy, Case Management, Care Coordination, and Peer Support; Residential services for Group Home Placement and Adult Foster Care; Day Treatment services; as well as having a Program for Assertive Community Treatment (PACT) team, which consists of a medication provider, co-occurring professional, nursing, care coordination, and vocational support. About 95% of the clients we serve receive Medicaid and are often also on disability or elderly, along with their behavioral health diagnoses and challenges.

We currently have four leased vehicles (two passenger vehicles and two 12-passenger vans), as well as one owned 12-passenger van and an owned minivan in Helena. We provide transportation assistance for clients through our Case Management, Peer Support, and PACT services, to assist with attending appointments or obtaining necessities.

Residential Services: Our two Behavioral Health Group Homes are Sleeping Giant Group Home, which has 12 beds, and Hannaford Group Home, which has another 8 beds. Each group home utilizes a 12-passenger van. Our Hannaford Group Home staff transport clients to and from our Day Treatment program Monday through Saturday, as well as to medical appointments, shopping groups, community outings and other social activities. Due to the proximity of Sleeping Giant Group Home to our main office in Helena, transportation is not necessary for these clients to attend Day Treatment, though they still receive staff assistance with appointments and other activities. Many Rivers also has five contracted Adult Foster Care providers for an additional 18 beds. Clients in these programs must be adults with Severe Disabling Mental Illness (SDMI) diagnoses.

Outpatient Services: Our Case Management and Peer Support programs also provide transportation for clients when assisting with employment, housing, care coordination, and attending appointments. These programs typically utilize our 5-passenger leased vehicles.

Program for Assertive Community Treatment (PACT): This multidisciplinary team provides a variety of services to clients admitted to the PACT program, including care coordination, nursing, co-occurring therapy, vocational support, tenancy support, and overall case management. PACT can

serve up to 100 clients, as well as an additional smaller percentage of clients in the Community Maintenance Program level for those with less severe needs. PACT services adults with Severe and Disabling Mental Illnesses with attending appointments, shopping, therapy, and social groups, vocational and tenancy support, group coordination, and community outings. PACT clients also receive crisis support services 24/7, which can require transportation services to assist client with obtaining the appropriate level of care in a variety of community settings. PACT is unable to provide transportation for individuals who are not admitted to the program, but staff do assist with referring to other community agencies throughout Lewis and Clark County that might be able to assist.

For FY26, we respectfully request an additional 5-passenger vehicle and/or an additional 12-passenger vehicle that could assist Many Rivers Whole Health to increase ability to provide transportation to our growing caseloads in Outpatient and PACT services, decrease employee mileage reimbursement, and minimize wear and tear costs to employees utilizing their personal vehicles.

Ability Montana FY25 Coordination Plan

Ability MT is a 501(c)(3) nonprofit and one of four Centers of Independent Living (CIL) in the state of Montana. We are funded in part by the Rehabilitation Act of 1973 as amended in 1992 (Title VII – Independent Living Services) and the Montana Department of Public Health and Human Services (Disability Services Division). Ability MT provides Information and Referral, Transition Services, Peer Counseling, Independent Living Training, and Individual and Systems Advocacy to people with disabilities throughout southwest Montana, along with a Self-Directed Personal Assistance program and a Veterans Directed program. We currently serve approximately 360 consumers in our 14-county area.

Ability MT has 1 accessible van in the Helena area. We are looking for grant funding to be able to operate this van during the evenings and weekends when Capital Transit is not operational.

Ability MT is an active member of the HATAC.

WEST MONT FY26 COORDINATION PLAN

Empowering People to Succeed by Promoting Dignity, Ability, and Independence

About Us

West Mont is a Montana 501(c)(3) non-profit organization that was established in 1973. We operate 17 locations throughout Helena and provide a wide variety of services, care, and support for over 250 individuals with disabilities annually.

Residential Services (Group Homes /Apartments): Our 13 homes operate 24 hours a day, 7 days a week with trained staff onsite as needed to ensure the safety and care of our residents. Residential staff escort and transport clients to and from medical appointments, shopping excursions, jobs in the community or to vocational sites, social activities, and community outings.

Vocational Sites: Our vocational enterprises offer employment and job training options at four sites: West Mont Flower Shop, West Mont Farm & Gardens, Blaine Work Services, and VASTT. Each program offers meaningful activities and work giving clients a sense of accomplishment and the opportunity to connect with peers and earn a paycheck. West Mont provides necessary transportation for client participation.

Supported Employment Services: Our job coaches and supported employment program managers help clients find and prepare for work in the community. Staff may provide transportation, help with interviews, assist with resume writing, oversee the development of social and “soft” skills, provide on-the-job training, give job coaching, etc., to ensure a successful placement.

Supported Living Services: Our supported living staff ensure those who need supports at home, get them and have the opportunity to live with dignity and self-determination. Staff teach the necessary skills to help clients live as independently as possible. This can include assistance with personal hygiene, household maintenance, safety, meal preparation, transportation, and shopping.

Description of Transportation Services

West Mont provides transportation to adults with disabilities who reside with us, attend our vocational and employment programs, participate in our supported services programs, and/or participate in other West Mont activities. Some clients can utilize Capital Transit for transportation; however, more and more, our medically fragile and physically challenged clients require staff assistance with transportation.

The West Mont fleet has a median age of 15 years and is comprised of 22 passenger vehicles, ranging from 12-person buses to vans, and passenger cars. Our transportation services are demand-response 24 hours per

day, 7 days per week. Transportation can include driving clients to their jobs, medical appointments, shopping, and on outings. In FY24, our organization return to more “normal” numbers in transportation services (miles driven and passenger trips provided). These numbers resulted in more trips, and slightly less miles for our clientele. This has been a slow return to typical mileage and trip rates following the COV-19 pandemic. For the 12-months ending 6/30/24, West Mont vehicles:

- Provided 46,121 passenger trips (11,530 avg/month)
- Drove 159,548 miles (39,887 avg/month)

We occasionally receive requests from families or individuals needing transportation that are not enrolled in our services and we attempt to fulfill reasonable requests for assistance. For many years, West Mont has been an active member on the Capital Transit Advisory Council.

For FY25, we respectfully request a transit-size van. This van would be used by staff widely (a smaller pool of staff can operate our large buses) to transport clients with disabilities. It would be placed at our Hillside residence and supplement our fleet, eventually replacing a van with higher mileage.

West Mont FY24 Transportation Inventory

#	YEAR	MAKE	MODEL	LOCATION	MILEAGE
1	2009	Toyota	Sienna (Green)	Blaine	136,356
2	2001	Chevy	Silverado (White)	Blaine	164,943
3	2003	Chevy	TranStar	Caldwell	90,994
4	2005	Dodge	Caravan (Blue)	Supported Services	120,164
5	2015	Ford	Transit (White)	Farm	134,121
6	2009	Chrysler	T&C (Silver)	Farm	140,268
7	2005	Ford	Van (Gray)	Cedar	136,174
8	2009	Chevy	Express (White)	L&C	73,981
9	2006	Toyota	Sienna (Silver)	Supported Services	137,477
10	2007	Ford	Econoline 350 SuperVan	Hillside	149,027
11	2022	Ford	Transit (White)	L&C	4,416
12	2015	Dodge	Caravan (White)	Ron's Place	45,591
13	2018	Ford	W/C Creative Coach Bus E450 (White)	Ron's Place	16,542
14	2013	Ford	Focus (Blue)	Supported Services	71,588
15	2019	Nissan	Versa (Red)	Supported Services	96,879

16	2019	Chevy	Traverse Trax (Black)	Supported Services	80,857
17	2009	Chevy	Express (White)	Tara	134,239
18	2016	Ford	Transit (White)	Tara	122,732
19	2008	Toyota	Sienna (White)	Tara	158,656
20	2019	Ford	Transit 350 Wagon (White)	Townsend	16,071
21	2016	Dodge	Grand Caravan (Blue)	Hillside	70,435
22	2023	Ford	Transit	Hillside	1,073

Bolded vehicles were acquired from grants submitted to and awarded by the Montana Department of Transportation.

West Mnt

HATAC
Ranking outline
December 2024

Capital funds Capital equipment Request(increase ridership to the elderly and disabled passengers)	Criteria	Points
<u>Applicant name/grant request</u>	Applicant is a HATAC member and has attended 50% of 2020 meetings.	1 if yes 0 if no
	Applicant has demonstrated coordination within the greater Helena area community.	1-5 ranking 5 being highest level of coordination 5
	Applicant's request (s)Supports the overall betterment of community transportation options in the greater Helena area.	1-5 ranking 5 being best option for Helena area community 5

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Family Outreach

HATAC
Ranking outline
December 2024

Capital funds Capital equipment Request (increase ridership to the elderly and disabled passengers)	Criteria	Points
<u>Applicant name/grant request</u>	Applicant is a HATAC member and has attended 50% of 2020 meetings.	1 if yes 0 if no
	Applicant has demonstrated coordination within the greater Helena area community.	1-5 ranking 5 being highest level of coordination 4
	Applicant's request (s) Supports the overall betterment of community transportation options in the greater Helena area.	1-5 ranking 5 being best option for Helena area community 5

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Mary Rivers Whole Health
 Heather Ivby

HATAC
 Ranking outline
 December 2024

Capital funds Capital equipment Request(increase ridership to the elderly and disabled passengers)	Criteria	Points
<u>Applicant name/grant request</u>	Applicant is a HATAC member and has attended 50% of 2020 ²⁴ meetings.	1 if yes 0 if no 2/4
	Applicant has demonstrated coordination within the greater Helena area community.	1-5 ranking 5 being highest level of coordination 3
	Applicant's request (s)Supports the overall betterment of community transportation options in the greater Helena area.	1-5 ranking 5 being best option for Helena area community 4

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