

# TRANSIT EXPRESS

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**The Newsletter of the Wyoming Public Transit Association**

## *34th Annual WYTRANS Conference*

The annual WYTRANS Conference will be held in **Casper, Wyoming, October 3-5, 2023**. Conference participants can look forward to a variety of informative training sessions and workshops.

### Session Descriptions

#### **Tuesday, October 3rd**

##### **Tuesday, 8:00 a.m.—5:00 p.m. WYDOT LTA**

The LTA Training Certification is for all subrecipients that receive funding from WYDOT. This all-day training will help all subrecipients understand the requirements of receiving WYDOT/FTA funding. *Contact WYDOT for more information.*

##### **Tuesday, 8:00 a.m.—5:00 p.m. TSI New Driver Training—Day 1 of 2**

The Transportation Safety Institute transit operator course covers the Americans with Disability Act requirements, emergency evacuation procedures, pre-trip inspections, boarding and de-boarding passengers and more. *Attendance is required both days for certification.*

##### **Tuesday, 6:00 p.m. WYTRANS Trainers' Meeting**

All current trainers and anyone interested in becoming a trainer is welcome to attend the meeting.

#### **Wednesday, October 4**

##### **Wednesday, 8:00 a.m.— 5:00 p.m. TSI New Driver Training—Day 2 of 2**

New drivers should plan to attend both days of the conference to receive their certification.

##### **Wednesday, 8:00 a.m.— 5:00 p.m. TSI Driver Training—*Recertification Only***

This 8-hour class is for anyone that has previously completed the TSI driver training course. Drivers should be recertified every three years.

##### **Wednesday, 8:00 a.m.— 9:15 a.m. The 5 Pillars of ADA Compliance**

The Americans with Disabilities Act (ADA), is often seen as complicated and difficult to implement within transit agencies of all types and sizes. With 25 years of transit experience, Jess Segovia, ADA Guru, has created an easy-to-understand structure and approach to ensuring compliance with the ADA. Jess will lead participants through an introduction to the ADA, as well as review “The 5 Pillars of Accessibility”, which are (1) The Built Environment, (2) Policies & Procedures, (3) Training Staff to Proficiency, (4) Compliance Oversight, and (5) Rider Education. Participants will also be introduced to ADA Guru’s “Common Sense ADA Compliance” philosophy.

##### **Wednesday, 8:00 a.m.— 9:15 a.m. Reducing Turnover and Increasing Retention— Andrea Hixon—Wyoming LGLP**

This informative session from the Wyoming Local Government Liability Pool will address turnover. Although a certain amount of turnover is to be expected and is even desirable, high levels of turnover can undermine the success of your organization. The *Reducing Turnover and Increasing Retention* training will give you some helpful hints to reduce turnover.

**Wednesday, 9:30 a.m.— 11:00 a.m.**

**Service Animals—ADA Guru**

The ADA requires transit agencies to make choices in their operating policies and procedures. Jess Segovia, ADA Guru, will guide participants towards a better understanding of how Drivers/Operators are to provide assistance to riders with disabilities. What is a “reasonable level of assistance?”, for example. A comprehensive discussion on Service Animals will also be held; diving deep into how Drivers/Operators identify Service Animals (including what is NOT a Service Animal), must animals be on a leash, can animals sit on vehicle seats, can a rider use more than one animal, etc.

**Wednesday, 9:30 a.m.—11:30 p.m.**

**Navigating the Transition to Public Transit—  
Heather Comstock, Goose Creek Transit**

Residents of Wyoming have long enjoyed the freedom of driving themselves to their destinations at their convenience. However, as people enter new phases of life, they often need to adapt to using public transportation. This session showcases effective strategies implemented by both local and national transit departments that proactively create enabling environments, improve inner-office efficiencies, and enhance the customer experience. Join us to explore multiple perspectives and strategies that offer ideas, tips, and examples designed to provide practical suggestions for successfully navigating the transition to using public transportation.

**Wednesday, 11:00 —11:45 a.m. Vendor Social**

A special break to interact with all the vendors who support this year’s conference.

**Wednesday, 11:45 a.m.—12:45p.m.**

**Awards Ceremony**

Everyone is invited to attend the Awards Luncheon. Winners will be announced for Outstanding Service, Volunteer, Driver, Dispatcher and WYTRANS Agency of the Year.

**Wednesday, 1:00p.m.—2:30 p.m.**

**Reasonable Modifications - ADA Guru**

Since 2015, the ADA has required transit agencies to consider modifying their policies in support of the needs of riders with disabilities. But to what extent must agencies provide such support? And under what circumstances can these requests be denied? Hand-in-hand with this is the ability of agencies to deny services to riders with disabilities. Jess Segovia, ADA Guru, will help participants understand the very high standard that

must be met when considering denying services to riders with disabilities.; as well as properly documenting such decisions in order to protect the agency from future legal actions. Do not miss this!

**Wednesday, 1:00 p.m.—2:30 p.m.**

**Coaching for Superior Performance — LGLP**

To develop a competent, motivated, and productive workforce, supervisors have to be good coaches. Join this training session to learn proper coaching techniques to help you obtain these critical leadership skills.

**Wednesday, 2:45 p.m.—3:45 p.m.**

**ADA Paratransit Operating Requirements**

ADA Paratransit is often considered the most challenging transit service to provide; as there are operating requirements in Paratransit that do not apply to any other form of service. Jess Segovia, ADA Guru, will provide a comprehensive review of these requirements and assist participants in truly understanding Paratransit’s “equivalency requirements” from fixed route bus services. Additional topics covered include Premium Services such as “Subscription Service” and strategies to alleviate demand on Paratransit services.

**Wednesday, 2:45 p.m.—3:45 p.m.**

**Team Building for Supervisors—LGLP**

Teams can be used for everything from handling projects to solving problems to dealing with ongoing tasks. Properly conceived and supervised, teams can boost productivity, improve quality, increase motivation and job satisfaction among employees, create more flexible operations, and enhance creativity. This presentation will assist to train your workers on communication.

**Wednesday, 4:00 p.m.—4:45 p.m.**

**Meet the WYTRANS Member**

WYTRANS is comprised of a diverse group of agencies. All with one thing in common—providing the best public transit they can to the citizens of Wyoming. A small group of these transit providers from across the state will be participating in a panel discussion to share about their organizations.

**Wednesday, 6:00 p.m.**

**WYTRANS Board Dinner Meeting**

WYTRANS members are welcome to attend.

## Thursday, October 5 - Morning

**Thursday, 7:00 a.m.—8:00 a.m.**  
**Networking Breakfast**

**Thursday, 8:00 a.m.—9:00 a.m.**  
**FTA Session**

The FTA staff will also be sharing updates on important issues.

**Thursday, 9:00 a.m.—12:00 p.m.**  
**Drug & Alcohol—Michael Redington, US DOT**

- What's New?
  - ♦ New Part 40 – Oral Fluid (dependent on implementation of Oral Fluid testing)
  - ♦ FTA 655/Regulatory Revision and Interpretations
- Brief Overview of Part 655 (FTA D&A Regulation)
  - ♦ Common Misunderstanding and Issues (Based on FTA Audits, Inquiries)
  - ♦ Issues with Rural Providers
- FTA Tools and Resources
- How to Complete Your MIS
- Preparing for an FTA Audit
- FTA D&A Q&A



## Conference Registration

Register online at [www.wytrans.org](http://www.wytrans.org)

Or, send completed registration forms to:

⇒ [jahunolt@gmail.com](mailto:jahunolt@gmail.com) or

⇒ WYTRANS  
20045 State Highway 150 South,  
Evanston, WY 82930.

Please submit registration material as soon as possible.

Payment may be submitted separately.

Contact Jaime at 307-679-3220 or [jahunolt@gmail.com](mailto:jahunolt@gmail.com), if you have any questions.

## Annual Awards Ceremony

This year's Annual Award winners will be recognized at an awards luncheon held **Wednesday, October 4, 2023.**

Please join all of WYTRANS in recognizing these individuals and agencies who go above and beyond to make public transit in Wyoming a success.

## Hotel Information

All sessions for the WYTRANS Conference will be held at the **Hilton Garden Inn** Casper, Wyoming.

A block of sleeping rooms has been set up. Please call (307) 266-1300 to make your room reservations.

Reservations should be made by September 15, 2023.

# 2023 Conference Registration

NAME: \_\_\_\_\_ AGENCY: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_



Or register on-line at [www.wytrans.org](http://www.wytrans.org)

## REGISTRATION OPTIONS

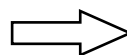
*Please circle the amount next to the desired package. Fill in the total amount below.*

## Registration Fee

Member Non-Member

<b>TSI Driver Training:</b> For class on Tuesday and Wednesday <b>including lunches</b>	\$60.00	\$120.00
<b>Two-day workshop registration:</b> Includes two days of workshops from list below and lunch on Wednesday	\$60.00	\$120.00
<b>One-day workshop registration:</b> Includes choice of Wednesday OR Thursday sessions and lunch on Wednesday	\$35.00	\$70.00
<b>Extra meals</b> for spouses/guests <b>not registered</b> for the conference: Meals \$15.00 <i>Please fill in the number of guest meals below.</i>  Wednesday Award Luncheon _____ Thursday Networking Breakfast _____		

**TOTAL AMOUNT ENCLOSED**



**Please put a check mark (✓) by the workshop(s) and meal(s) you will attend.**

TUESDAY \_\_\_\_\_ TSI New Driver Training - Day 1 of 2 (8 - 5 pm)

\_\_\_\_\_ WYTRANS Trainers Dinner Meeting 6:00pm

WEDNESDAY \_\_\_\_\_ TSI Training—Day 2 of 2 \_\_\_\_\_ TSI Re-certification only (8 - 5pm)

\_\_\_\_\_ 5 Pillars (8—9:15am)

\_\_\_\_\_ Reducing Turnover (8—9:15 am)

\_\_\_\_\_ Service Animals (9:30-11 am)

\_\_\_\_\_ Transition to Transit (9:30—11:30 am)

\_\_\_\_\_ Reasonable Modifications (1—2:30pm)

\_\_\_\_\_ Coaching for Performance (1—2:30pm)

\_\_\_\_\_ ADA Paratransit (2:45—3:45pm)

\_\_\_\_\_ Teambuilding for Supervisors (2:45—3:45pm)

\_\_\_\_\_ **Annual Awards Luncheon 11:45 am**

\_\_\_\_\_ Board Dinner Meeting 6:00pm

THURSDAY \_\_\_\_\_ **Networking Breakfast 7:00 am**

\_\_\_\_\_ FTA Discussion (8:00-9:00 am) \_\_\_\_\_ Drug and Alcohol (9 am- 12 pm)

*Please call Jaime at  
307-679-3220, if you  
have any registration  
questions.*

**Return this form to:**  
**WYTRANS**  
**20045 HWY 150 S.**  
**Evanston, WY 82930**  
**[jahunolt@gmail.com](mailto:jahunolt@gmail.com)**

**Or register online**  
**[www.wytrans.org](http://www.wytrans.org)**

## 2023 Conference Schedule At-A-Glance

### Tuesday, October 3

8-5pm TSI New Driver Training (Day 1 of 2)

8-5pm LTA—WYDOT Class

6:00 PM Trainers' Dinner

### Wednesday, October 4

7:30am Registration & Check-in

8:00 am	TSI New Driver Training	5 Pillars of ADA Compliance	TSI Driver Recert.	Reducing Turnover
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9:30-11 am		Service Animals		Transition to Transit
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11—11 45 am		Vendor Social		
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11:45 –12:45	<i>Annual Awards Luncheon</i>			
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1:00-2:30pm		Reasonable Modifications		Coaching for Superior Performance
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2:45-3:45pm		ADA Paratransit Operating Requirements		Teambuilding for Supervisors
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4:00-4:45 pm		Meet the WYTRANS Members		
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6:00 PM	<i>Board of Directors Dinner Meeting</i>			
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### Thursday, October 5

7:00 AM Registration & Check-in

7:00 - 8:00 AM Networking Breakfast

8:00 - 9:00 AM FTA Session

9:00 AM - 12 PM Drug and Alcohol



**WYTRANS**  
**20045 State Highway 150 S.**  
**Evanston, WY 82930**  
**[www.wytrans.org](http://www.wytrans.org)**

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## ***Vendors Welcome***

It is not too late to sign up to be an exhibitor during the **Annual WYTRANS Conference**. Vendors have time to visit with all the conference goers throughout the day. Plus, there will be a Vendor Social on Wednesday morning. Register on-line at [www.wytrans.org](http://www.wytrans.org)

*The Wyoming Transit Express is published by the Wyoming Public Transit Association, 20045 State Highway 150 South, Evanston, Wyoming, 82930, 307-679-3220. This publication is made possible through a grant from the Section 5311 Rural Transportation Assistance Program (RTAP) from the Federal Transit Administration through the Wyoming Department of Transportation, 5300 Bishop Boulevard, Cheyenne, WY, 82009.*

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