

Houma – Thibodaux  
 Metropolitan Planning Organization  
 Regional Transit Committee  
 (CHSTP)

South Central Planning and Development Commission Office  
 5058 West Main Street, Gray, LA 70359  
 985-851-2900

**M E E T I N G M I N U T E S**

**Regional Transit Committee Meeting**

**Date:** Tuesday, May 19<sup>th</sup>, 2021 10:00 AM

**Meeting Location:** SCPDC’s Pelican Room, Gray, LA.

**In Attendance**

<b>Committee:</b>	<p><u><b>Assumption ARC</b></u> Ellen Daigle</p> <p><u><b>Assumption COA</b></u> Sarah Olivo</p> <p><u><b>Lafourche ARC</b></u> Anita Webb</p> <p><u><b>Lafourche COA</b></u> Joseph Triche</p> <p><u><b>SED #1</b></u> Torie Lee</p> <p><u><b>St. James Parish</b></u> No Representative Present</p>	<p><u><b>St. James Parish ARC</b></u> Cheryl Jessie</p> <p><u><b>Arc of St. Mary</b></u> Kristal Hebert</p> <p><u><b>St. Mary CAA</b></u> No Representative Present</p> <p><u><b>Terrebonne ARC</b></u> Rodger Shelton</p> <p><u><b>Terrebonne COA</b></u> Randy Manning</p> <p><u><b>Terrebonne Parish Consolidated Government Transit</b></u> Wendell Voisin Gayle Vaughn</p>
<b>Other Attendees:</b>	<p>Ann Vail, Louisiana Clean Fuels</p> <p>JD Allen, Alliance Transportation Group</p> <p>Karen Harris, LADOTD</p> <p>Lorey Owens, Louisiana Workforce Commission</p> <p>Marilyn Schwartz, Terrebonne Parish Adult Education Program</p> <p>Rebecca Boquet, Goodwill</p> <p>Stephanie Barthelemy, LADOTD</p> <p>Tyler Herrmann, Louisiana Clean Fuels</p> <p>Wilbert Giron, LADOTD</p>	
<b>Staff:</b>	<p>Josh Manning, SCPDC</p> <p>Shannon Edgerson, SCPDC</p>	

J. Manning welcomed everyone to the meeting. He reviewed the Housekeeping Rules.

**Agenda Item # 1**  
**Introductions**

J. Manning requested everyone in attendance to type their names into the online chat box in lieu of Introductions and Roll Call.

**Agenda Item # 2**

***Adoption of the February 17<sup>th</sup>, 2021 Meeting Minutes***

After a brief review of the minutes, it was noted that Trudy Bergeron and Sarah Olivio was inadvertently listed as present; however, they were not in attendance online. With those revisions being made, ***it was then motioned by R. Sheldon, seconded by W. Voisin to approve the Regional Transit Committee Meeting Minutes of February 17<sup>th</sup>, 2021 as amended. There being no objections, motion passed.***

**Agenda Item #3**

***LA DOTD Updates – Karen Harris***

***a. Statewide Coordinated Human Services Transportation Plan Update***

K. Harris stated Compliance Review was due July 31<sup>st</sup>. Applications will open early in July. The annual conference has been postponed until 2022. The Administrative Handbook will go out with contracts. Vehicles are being distributed, contact Warren Morgan if you have received message to pick up vehicle. Upcoming Trainings: ADA Policy Development and FTA Site Visit Preparation Trainings on Wednesday, May 19<sup>th</sup> – May 20<sup>th</sup>, Accident Documentation and Incident Reporting on June 8<sup>th</sup>-June 9<sup>th</sup>, and Preventing Vehicle Maintenance on June 15<sup>th</sup> – 16<sup>th</sup>. Catalytic converters are available for those agencies whose vehicles have been vandalized, the converters are reimbursable at 100%.

JD Allen gave a brief update on the Statewide CHSTP. He relayed staff was currently working on the needs analysis. A June stakeholder's meeting is anticipated. This meeting will be held in person in a location large enough for adequate social distancing. Invites will soon be sent out.

**Agenda Item #4**

***Transit Agency Reports***

GET: Still have a shortage of drivers and limited service hours have been reduced. Due to the shortage of drivers, the GET no longer provides service during the weekends and holidays. Will be purchasing new busses.

Terrebonne COA: Providing medical transportation for clients while abiding by CDC requirements. Once social distancing guidelines are dropped all services offered to the general public will resume. Also, experiencing a shortage of drivers and lack of applicants.

ARC of St. Mary: No issues to report.

LARC: Has a shortage of drivers and vehicles are running well.

TARC: Still under modified capacity ridership and taking necessary COVID precautions after each route. Two shuttles to be picked up soon with an older shuttle bus to become surplus. Also, have a vehicle down due to a warranty issue on the ABS system.

Assumption ARC: Experiencing the same issues as other transit providers are: shortage of drivers, lack of applicants.

Lafourche COA: New Transportation Coordinator, Marilyn Collins, slight shortage of drivers, one vehicle down for a month.

SED #1: Same issues as others in regards to ridership.

**Agenda Item # 5**

***Other Partner Updates***

LA Clean Fuels: Senate Bill Eight (8) which is the one that sunsets the alternative fuel vehicle tax credit early will be heard in the Ways and Means this includes electric vehicles as well.

**Agenda Item # 6**

***Other MPO Updates***

***a. Amtrak/Southern Rail Commission***

No update provided.

***b. Travel Demand Management Program***

Two meetings have been held. A discussion has begun on a potential vanpool program to LE Fletcher. Currently working on a narrative. Once narrative has been completed, fund seeking efforts for its implementation will begin. The narrative will be shared with CHSTP Committee members. The formalization of the Transit Technical Advisory Committee has been placed on the HT-MPO Policy Committee agenda for discussion and acceptance.

**Agenda Item # 7**

***Conversation on Emergency Preparedness for Transit Services***

***a. Hurricane Season starts June 1***

***b. How do area providers prepare for emergencies and natural disasters?***

***c. Do area providers have Emergency Plans in relation to transit at their agencies?***

G. Vaughn stated GET has an Emergency Preparedness Plan in which they follow. R. Shelton relayed TARC updates their emergency procedures annually. Lafourche Parish Government utilizes SED #1 busses for emergency evacuation purposes. GOEA requires all COA's to have an emergency disaster plan. Assumption Parish Police Jury utilizes the Assumption's ARC for emergency evacuation purposes as well. GET is part of Terrebonne Parish's Emergency Plan of which procedures are based off the intensity of the storms and eta.

**Agenda Item # 8**

***Training Opportunities for 2021-2022***

J. Manning stated training opportunities were discussed by K. Harris under LADOTD updates.

**Agenda Item # 9**

***Next Meeting Date: August 18 – Ready to meet in person??***

J. Manning will email everyone a poll on whether or not to meet in person on August 18<sup>th</sup>, 2021.

***There being no other business to discuss, R. Shelton motioned to adjourn the meeting, seconded by J. Triche. There being no objections, motion passed.***