

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, September 20th, 2016 10:00 AM

Meeting Location: SCPDC's Pelican Room, Gray, LA.

In Attendance

Committee:	<u>Assumption ARC</u> Ellen Daigle Sherry Douglas	<u>St. James Parish</u> Cassandra Bailey Melvin Moses D'Laun Oubre
	<u>Assumption COA</u> Shirley Jones	<u>Arc of St. Mary</u> Kristal Hebert
	<u>Lafourche ARC</u> Wendy Eschete Edna Foret Peggy Krieg Kyle Soignet	<u>St. Mary CAA</u> Tishoma Loston
	<u>Lafourche COA</u> Charlene Rodriguez	<u>Terrebonne ARC</u> Rodger Shelton
	<u>SED #1</u> Mona Danos Rose Grabert	<u>Terrebonne COA</u> Kayla Dardar Randy Manning
		<u>Terrebonne Parish Consolidated Government Transit</u> Gayle Vaughn Wendell Voisin
Other Attendees:		
Staff:	Scott Leger, SCPDC Josh Manning, SCPDC Cassie Parker, SCPDC Emma Bergeron, SCPDC	

S. Leger welcomed everyone to the meeting.

Agenda Item # 1

Introductions

Introductions took place.

Agenda Item # 2

Adoption of the June 21st, 2016 Meeting Minutes

S. Leger requested for the Committee to review the meeting minutes from June 21st, 2016. E. Bergeron stated that in the recording of the minutes she was unsure of which agency reported they were hiring drivers. In the written minutes she notated it by a series of question marks. Ms. C. Rodriguez clarified that it was the Lafourche COA which made the report.

R. Grabert motioned to approve the June 21st, 2016 meeting minutes as amended, S. Douglas seconded the motion. Motion carried unanimously.

Agenda Item # 3

Agency Reports

Lafourche ARC- Received notice to pick up a bus from the 2014 application. Before being able to make arrangements for pick up, Baton Rouge became flooded. The new bus had been commandeered for one of the evacuation centers. Now they are unable to locate it. The extreme summer heat has taken a toll on the tires and air conditioners of their fleet. K. Harris presented LARC with a training on inputting data on operational funds within STARRS. K. Soignet introduced Lafourche ARC's new executive director, Ms. W. Eschete. P. Kreig announced she will be retiring at the end of the year and E. Foret will be her replacement.

Assumption ARC- A bus recently released to them from FTA was experiencing issues and in the shop for repairs. Still awaiting 2014 vehicles, have yet to receive an announcement letter stating the busses were in. The only extra vehicle they have is a van which is now running extra routes. K. Harris came to their facility and assisted them with STARRS.

Good Earth – Received approval for their 2016 grant request. Submitted next year's budget to the parish. Three budgeted operator positions were eliminated. Returning to their previous nine operator schedule has been delayed. It will remain at seven operators indefinitely. The Electronic Passenger Information System project has been cut from the budget. In need replacing some equipment; however, they keep repairing them to keep them in service. They were beginning to see overhauls on engines of their heavy duty fleet approaching 300,000+ miles. Have been experiencing AC repair issues. They are in the process of changing AC repair vendors due to excessive repairs.

TARC – The Questionnaire had not been released; however, it is due on December 31st. The grant application is on STAARS; however, there are issues with saving data inputted. It was suggested to delete all old saved information under the tab listed DOTD files. TARC now has a new transportation manager, A. Domangue.

TCOA – Experiencing the same breakdown issues as everyone else has reported with busses. They are in need of full time bus drivers. It was suggested for them to advertise via social media.

Lafourche COA – Having same AC repair issues as the other entities. Still waiting on the four vans they were supposed to receive.

SED #1 – Waiting on vehicles. Concerned with not receiving any answers from DOTD, very disheartening that LADOTD is not informing anyone of anything.

St. James – New busses are on the road. They are focusing on safety.

Assumption COA – Reported transit was moving smoothly.

All other entities reported no problems at the time.

Agenda Item # 4

Application deadline for MPO TIP – Thursday, December 1st, 2016

TIP letters need to be received by December 1st, 2016. Please specify in the letter what is being requested and how much.

Agenda Item # 5

Louisiana 2016 Annual Public Transit Conference – November 14-16, 2016

The 2016 Louisiana Annual Public Transit Conference will be held in Lake Charles on November 14th-16th, 2016.

Agenda Item #6

Contact List and Self-Assessment Tool

The self-assessment tool is the first step in updating the CHST Plan. Hope to have a draft preview available for the next meeting. DOTD consultant, JD Allen, will assist with the update.

Agenda Item #7

Items for Future Meetings

It was suggested to invite someone from the state to answer questions in reference to the compliance review and the grant application. Also, a training on PASS was requested.

Next Meeting – December 20th, 2016

Agenda Item #8

Adjournment

S. Douglas motioned to adjourn the meeting, K. Soignet seconded. Motion carried unanimously.