

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, March 21<sup>st</sup>, 2017 10:00 AM

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

**In Attendance**

<b>Committee:</b>	<p><b><u>Assumption ARC</u></b> Ellen Daigle Kay Dominique</p>	<p><b><u>St. James Parish</u></b> Cassandra Bailey Bedar Warren</p>
	<p><b><u>Assumption COA</u></b> Angele Authement</p>	<p><b><u>Arc of St. Mary unsure if this is correct</u></b> No Representative present</p>
	<p><b><u>Lafourche ARC</u></b> Wendy Eschete Edna Foret Kyle Soignet</p>	<p><b><u>St. Mary CAA</u></b> Cheryl Doiron Tishoma Loston</p>
	<p><b><u>Lafourche COA</u></b> No Representative present</p>	<p><b><u>Terrebonne ARC</u></b> Amanda Domangue Rodger Shelton</p>
	<p><b><u>SED #1</u></b> Mona Danos Torie Lee</p>	<p><b><u>Terrebonne COA</u></b> Darla Cantrelle</p>
	<p><b><u>Terrebonne Parish Consolidated Government Transit</u></b> Gayle Vaughn Wendell Voisin</p>	
<b>Other Attendees:</b>	Jamie Ainsworth, LADOTD	
<b>Staff:</b>	Kevin Belanger, SCPDC Martha Cazaubon, SCPDC Pat Gordon, SCPDC Josh Manning, SCPDC Emma Bergeron, SCPDC	

P. Gordon welcomed everyone to the meeting. He introduced M. Cazaubon who has become the new Transit Planner for SCPDC.

**Agenda Item # 1**

*Introductions*

Introductions took place.

**Agenda Item # 2**

*Adoption of the December 20<sup>th</sup>, 2016 Meeting Minutes*

M. Cazaubon requested for the Committee to review the meeting minutes from December 20<sup>th</sup>, 2016.

***A. Rodrigue motioned to approve the December 20<sup>th</sup>, 2016 meeting minutes as amended, G. Vaughn seconded the motion. Motion carried unanimously.***

**Agenda Item # 3**

*Agency Reports*

St. James Parish – They are having difficulty maintaining drivers. The pay which is offered to the drivers seems to be the main issue. Their drivers are CDL certified.

Lafourche ARC- Received two new vehicles with commercial inspection stickers. However, the vehicles received does not meet the state's qualification as commercial vehicles. There aren't any Inspection Stickers in the Houma area which are able to issue commercial inspection stickers. K. Soignet asked why the vehicles have been classified as commercial. Where is the commerce? The ARC provides only a service, they do not deliver goods nor charge a fare. J. Ainsworth answered, there are two separate set of laws guiding inspection. They have been dealing with issues due to the workmanship of the vehicles, ie: motor, electrical, leaks, etc. It is difficult to pull vehicles out of the fleet for repair.

Good Earth – In the process of their 3yr Triennial Review. Their site visit will take place the following week. They are experiencing maintaining drivers as well. In the CDL marketplace, they do not have the pay to offer drivers. They are seeking mechanics. Maintaining the vehicles is an ongoing issue. The newer vehicles does not take the stop and go traffic very well. They are in the process of planning for their Program of Projects for 2018. The Parish transit fleet as well as the fleet used in the City of Thibodaux needs to be replaced. They plan on replacing their service vehicle. The heavy duty fleet will be replaced in 3 years.

TARC – Would like to see another STARRS training. J. Ainsworth stated a training will be held on April 27<sup>th</sup>. R. Shelton stated that TARC may have received the wrong vehicle. The vehicle paperwork does not match the grant paperwork.

Assumption ARC – Two busses were in the stop awaiting repairs. They were still waiting for their awarded vehicles. They have been utilizing STARRS more. The training was very helpful.

St. Mary – All is still well.

Assumption COA – Experiencing the same issues as the others. Vehicles have been spending a great deal of time in the shop for repair. Attended the STARRS training. A. Rodrigue suggested comments which are entered into STARRS be printed on the Trip Log so that drivers would know which trips required fares to be collected. If the software writers could write that feature in, it would be most appreciated and helpful.

SED #1 – Waiting on vans. They had a scheduled meeting on December 14<sup>th</sup> for a site visit, DOTD did not show nor did they call saying they would not be able to.

**Agenda Item # 4**

*CHSTP Update*

M. Cazaubon stated that JD Allen suggested that SCPDC staff wait for the State Plan to come out before updating the Region's CHSTP. There will be useful information within the State's CHSTP which can be used when updating the Region's CHSTP.

**Agenda Item # 5**

*Vendor List/Contact List and Public Notices*

M. Cazaubon requested each Committee Member review the Vendor/Contact List when they have a moment. She asked them to please email her any revisions or additions which need to be made. Her goal was to have an updated list to hand out to members at the next meeting.

**Agenda Item #6**

*Discussions/Meetings with DOTD on Buses*

J. Ainsworth relayed DOTD purchased buses in August 2016 under the last year of the RFP. Two days before the end of the RFP renewal period the vendor cancelled. There were (44) forty-four buses under contract but were not delivered because of the merger between National Bus Sales to Creative Bus Sales. Those vehicles were under contract and agencies had already paid their local match. DOTD has since issued 26 supplemental agreements on those vehicles. Agencies should have received those agreements which were due back to DOTD by Friday, March 24<sup>th</sup>, 2017. Those (44) forty-four vehicles will not be ordered until all (26) twenty-six contracts have been received by DOTD. Once this issue has been resolved, DOTD plans to add the (150) one hundred fifty backlog vehicles to the FY18 Contract match and payment process. Backlog vehicles will take funding priority. Any of the newly applied FY18 vehicles that are pending will be open to priority funding based on based on scoring. The contracts for the purchase of new vehicles will go out April 15<sup>th</sup> – May 16<sup>th</sup>, 2017 with hopes to have an effective contract by July 1<sup>st</sup>, 2017 with FY18. Once the state's budget has been loaded into the new fiscal year, local match will be requested of those who returned signed contracts. Contracts will be sent via email in PDF format. Discussion ensued.

**Agenda Item #7**

*Bus Shelter Permit Issues*

M. Cazaubon inquired if any agency had an interest in establishing shelters at locations where many passengers may be dropped off. Even though there may not be any capitol available for transit shelters in 5311, she stated DOTD Transportation Alternative Program may be a funding option.

**Agenda Item #8**

*Southern Rail Commission/Amtrak Update*

P. Gordon attended a Southern Rail Commission meeting on March 3<sup>rd</sup>. St. John the Baptist Parish has received grant funding for planning work on their station. Greyhound was present at the Southern Rail meeting and indicated that if the Schriever Depot was modified, it would also use it as their stop. Once UNO's feasibility study of the Schriever Station has been completed the HT-MPO will reproach the Southern Rail Commission to see if there are federal dollars which could be used to upgrade the station and any station within SCPDC's Region.

**Agenda Item #9**

*Transportation Demand Management: Ride Sharing/Van and Car Pooling*

For informational purposes, included in the meeting packet was a handout in regards to commuter tax benefits.

**Agenda Item #10**

*Other New Business*

Distributed the FTA newsletter "Transit Safety and Oversight Spotlight". M. Cazaubon informed the Committee on pages 2 and 3 upcoming trainings were listed for those who may be interested.

It was agreed by all the next meeting will take place on Wednesday, May 31<sup>st</sup>, 2017.

***There being no other new business to discuss R. Sheldon motioned to adjourn the meeting, A. Domangue seconded. Motion carried unanimously.***