

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, July 24th, 2018 10:00 AM

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

In Attendance

Committee:	<p><u>Assumption ARC</u> Kay Domingue Sherry Douglas</p> <p><u>Assumption COA</u> Shirley Jones</p> <p><u>Lafourche ARC</u> Edna Foret</p> <p><u>Lafourche COA</u> Marilyn Collins Linda Pertuit</p> <p><u>SED #1</u> Mona Danos</p>	<p><u>St. James Parish</u> Cassandra Bailey Melvin Moses Bedar Warren</p> <p><u>Arc of St. Mary</u> No Representation Present</p> <p><u>St. Mary CAA</u> Tishoma Loston</p> <p><u>Terrebonne ARC</u> No Representation Present</p> <p><u>Terrebonne COA</u> Kayla Dardar Randy Manning</p> <p><u>Terrebonne Parish Consolidated Government Transit</u> Wendell Voisin</p>
Other Attendees:	Michael Moreaux, Alliance Bus Group Rebecca Bruphbachter, Fletcher-CVO Program Greg Doiron, Fletcher-CVO Program Tina Athalone, LADOTD Juanita Crotwell, LADOTD Adam Lefort, Lafourche Parish Government	
Staff:	Martha Cazaubon, SCPDC Emma Bergeron, SCPDC	

M. Cazaubon welcomed everyone to the meeting.

Agenda Item # 1

Introductions

Introductions took place.

Agenda Item # 2

Adoption of the April 23rd, 2018 Meeting Minutes

It was noted there was a typo under agenda item #3 and #9 of the April 23rd, 2018 meeting minutes. Under agenda item #3 it states to contact Christina Athalone; however, it should be Tina Athalone. Also, under agenda item #9 Ms. Gayle Vaughn's name was typed incorrectly as G. Voisin. ***It was motioned by S. Jones, seconded by W. Voisin to approve the Regional Transit Committee meeting minutes of April 23rd, 2018 as amended. There being no objections, motion passed.***

Agenda Item # 3

Guest Speaker – Michael Moreau, Alliance Bus Group

a. Preventive Maintenance Plans

M. Cazaubon introduced M. Moreau of Alliance Bus Group. Included within the meeting packet were sample Preventive Maintenance Plans which DOTD is currently developing. M. Moreau reviewed the difference between A1 and A2 maintenance schedules. Occupant Restraint Hardware, O2 Bottle Restraint Tips, and Preventive Bus Maintenance handouts were distributed. He reminded the Committee of the importance of documenting all maintenance checks. He briefly reviewed Lift Servicing and AC checks general maintenance tips. M. Moreau referred Committee members to www.gstraint.com for training tutorials on wheelchair securement. Alliance Bus Group offers wheelchair securement trainings at their facility in Slidell, LA.

Agenda Item # 4

HVAC, Sealing, & Other Common Problems on Buses - Shared Maintenance or Other Suggestions?

M. Cazaubon stated transit providers were having difficulty in locating a local certified HVAC tech to service bus air conditioning systems. A gentleman by the name of Kenny's Accessible Vans was suggested. His contact information was distributed among the Committee members. He services air conditioners, lifts, and seals busses. M. Cazaubon inquired if the Committee would be interested in further researching the possibility of requesting a public bid for a regional shared vehicle maintenance provider.

Agenda Item # 5

LA DOTD Updates

T. Athalone announced that DOTD has reorganized headquarter staff. Districts will now have Program Managers who will handle all 5310, 5311 and safety & securement creating a one point of contact. The Program Managers will be in attendance at MPO meetings. Grant applications are due in November. The grant application went live in July for FY2019. The annual compliance will become more streamlined with the Federal requirements. The questionnaire will be a bit more in depth and site visits will be placed on schedules. J. Crotwell reminded Committee Members to update STARRS with the most recent contact information. A Director's Meeting will be held on July 27th in Natchitoches, LA.

Agenda Item # 6

Training Program Needs - Update

M. Cazaubon stated after having met with several of the transit providers; defensive driving training seems to be the most needed within the Region. R. Brupbacher explained input was needed on defensive driving training requirements by the State for transit providers. She and G. Doiron will structure a defensive driving training to match those needs.

Agenda Item # 7

CDL Programs

G. Doiron informed the Committee that on February 7, 2020 the Federal Law changes requiring CDL applicants to be trained by a certified school.

Agenda Item # 8

CHSTP Updates – Questionnaire/Operator Survey

M. Cazaubon stated she has met with all the Transit Providers in the Region.

Agenda Item # 9

Southern Rail commission/Amtrak Update

DOTD is currently conducting an ADA analysis on all Amtrak Stations in Louisiana. Although the HT-MPO scope and proposed study goes further than DOTD's it has been decided to let the State complete their study first then incorporate those results into any future study HT-MPO conducts instead of duplicating efforts.

Agenda Item # 10

Future Meeting Topics and/or Guest Speakers

Agenda Item # 11

Agency Reports

Lafourche COA: (5) new busses have been received, experiencing AC issues with 2 of the new busses. They seal their busses once a year.

GET: FY18 Grant has been submitted.

Fletcher: Offer assistance with training needs.

SED #1: Received (2) new vehicles and have (2) older vehicles in the shop.

Assumption ARC: Still waiting on a bus and have (2) older busses to surplus.

Agenda Item # 12

Other New Business

Grant Application Training will be held at the State on August 13th-17th.

There being no other business to discuss, S. Douglas motioned to adjourn the meeting. Seconded by K. Dardar.

The next meeting date is October 23rd, 2018 at 10:00am.