

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, January 22nd, 10:00 AM

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

In Attendance

Committee:	<u>Assumption ARC</u> No Representative Present	<u>St. James Parish</u> Shanitra Jasmine Melvin Moses
	<u>Assumption COA</u> Angele Authement	<u>Arc of St. Mary</u> No Representative Present
	<u>Lafourche ARC</u> Edna Foret	<u>St. Mary CAA</u> Jeffery Beverly
	<u>Lafourche COA</u> Linda Pertuit Charlene Rodriguez	<u>Terrebonne ARC</u> Amanda Domangue
	<u>SED #1</u> Mona Danos	<u>Terrebonne COA</u> Kayla Dardar
		<u>Terrebonne Parish Consolidated Government Transit</u> No Representative Present
Other Attendees:	Karen Harris, LADOTD Rebecca Brupbacher, Fletcher Technical Community College	
Staff:	Martha Cazaubon, SCPDC Pat Gordon, SCPDC Josh Manning, SCPDC Emma Bergeron, SCPDC	

M. Cazaubon welcomed everyone to the meeting.

Agenda Item # 1

Introductions

Introductions took place.

Agenda Item # 2

Adoption of the October 16th, 2018 Meeting Minutes

After a brief review of the minutes, ***it was motioned by C. Rodriguez, seconded by E. Daigle to approve the Regional Transit Committee Meeting Minutes of October 16th, 2018. There being no objections, motion passed.***

Agenda Item # 3

LA DOTD Updates – Karen Harris

Ms. Harris briefed the Committee on recent LADOTD updates. New busses are expected to arrive in March. If an agency has applied for vehicle funding, please contact Ms. Harris to ensure all necessary information has been uploaded into the system. Currently working on contracts and award letters in anticipation of having them ready for March. 5310 funding is till limited.

Agenda Item # 4

Transit Promotion Information for SCPDC Website

M. Cazaubon relayed how the State would like for local MPO's to promote local vanpool/carpool options. Included within the meeting packet was information regarding Ridesharing Programs, setting up carpools, and rural transportation services offered within the Region. She will begin reaching out to local business groups to schedule presentations on Regional Ridesharing Programs.

Agenda Item # 5

Update of Vendor's List

M. Cazaubon requested for Committee Members to review the Vendor's List for current vendors, non-current vendors, or excluded vendors. Please email M. Cazaubon with any corrections and additions.

Agenda Item # 6

Update of Committee Email List

Within the meeting packet was the Regional Transit Committee's contact distribution list. M. Cazaubon has requested for Committee Members to review the distribution list and to please contact her with any necessary changes which need to be made.

Agenda Item # 7

Transit Asset Management Update – Vehicle Inventories

Also included within the packet was an older Vehicle Inventory List. Updating of this list would help with the Transit Asset Management Update. Having an updated Vehicle Inventory List would be a good tool to have when other agencies within the Region may be getting rid of an older bus that an agency within the Parish may be able to utilize. It was brought to M. Cazaubon's attention that this information is available in STARRS; however, she does not have access to this portal and will see about being granted permission.

Agenda Item # 8

Upcoming Training Programs

The Public Transportation Policy Training will be held in Natchitoches, LA. Space is still available for those interested in participating. M. Cazaubon is currently working on hosting a computer training for Transit Providers at SCPDC. The class requires 10 students to participate. Fletcher Technical Community College is still working in collaboration with LADOTD on offering a defensive driving course. The curriculum has been created and is waiting on approval from LADOTD.

Agenda Item # 9

Southern Rail Commission/Amtrak Update

P. Gordon relayed that LADOTD has completed their assessment of all the rail stations within the state of Louisiana. A copy has been received by SCPDC. A meeting will be held with the working Amtrak group to discuss which projects to implement based on the assessment.

Agenda Item #10

Future Meeting Topics and/or Guest Speakers?

If anyone has any recommended topics or guest speakers for future meetings, please email M. Cazaubon.

Agenda Item # 11

Agency Reports

Assumption COA: Full staff, all is well.

Fletcher: Will be offering Motor Vehicle Inspector Classes. It consists of an 8 hour course for general vehicle inspections and a 16 hour course for commercial vehicle inspections.

TARC: Grateful to be at full-staff.

St. James Parish: Recently hired new drivers and have some busses needing mechanical repairs.

Lafourche COA: Currently seeking a transportation clerk.

Agenda Item # 12

Other New Business

There being no other business to discuss, it was unanimously decided to adjourn the meeting.

The next meeting date is April 23rd, 2019 at 10:00am.