

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, April 23rd, 10:00 AM

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

In Attendance

Committee:	<u>Assumption ARC</u> Ellen Daigle	<u>St. James Parish</u> Shanitra Jasmine Lennorah Williams
	<u>Assumption COA</u> No Representative Present	<u>Arc of St. Mary</u> Kristal Hebert
	<u>Lafourche ARC</u> Edna Foret	<u>St. Mary CAA</u> Tishoma Loston
	<u>Lafourche COA</u> Linda Pertuit Joseph Triche	<u>Terrebonne ARC</u> Trudy Bergeron
	<u>SED #1</u> Mona Danos	<u>Terrebonne COA</u> No Representative Present
		<u>Terrebonne Parish Consolidated Government Transit</u> Gayle Vaughn Wendell Voisin
Other Attendees:	Karen Harris, LADOTD Michael Bailey, Creative Bus Sales John Meyer, REI	
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 January 22nd, 2019 Meeting Minutes

After a brief review of the minutes, it was noted J. Beverly of St. James Parish was not present at the January meeting. Also, under Agency Reports, Lafourche COA was no longer seeking a transportation clerk. ***It was motioned by K. Hebert, seconded by W. Voisin to approve the Regional Transit Committee Meeting Minutes of January 22nd, 2019 as amended. There being no objections, motion passed.***

Agenda Item # 3

LA DOTD Updates – Karen Harris

Ms. Harris relayed a mandatory Director’s meeting will be held in May. One will be held in Natchitoches, LA on May 14th, the other in Baton Rouge the week of May 20th. The Conference will be held in New Orleans during the month of November. Sample policies have been updated on the share files in STARRS.

Agenda Item # 4

Transit Promotion Information for SCPDC Website

Within the meeting packet were the Rideshare Transportation information fliers M. Cazaubon has recently created. She is currently working on having this information placed on the website and creating new logos. She requested Committee members review and provide input. Comments and suggestions are welcome.

Agenda Item # 5

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 # 6

Update of Vendor’s List

M. Cazaubon requested Committee Members 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 # 7

Upcoming Training Programs

If there are any training programs which Committee Members are interested in, please contact M. Cazaubon.

Agenda Item # 8

SCPDC Metropolitan Transportation Plan Update – Josh Manning

J. Manning briefed Committee Members on the Metropolitan Transportation Plan Update. Public Outreach initiatives have begun. He encouraged Committee Members to participate and share the online survey. The informational flyer was included within the meeting packet. Public meetings will take place beginning in April and during the month of May. Adoption of Plan is expected in May of 2020. J. Manning also briefed the Committee on the Bicycle and Pedestrian Safety Plan, which is a 3year plan for the Region. He encouraged members to participate and share the online survey for the Bicycle and Pedestrian Safety Plan as well.

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 was held with the working Amtrak group to discuss which projects to implement based on the assessment. At the moment, the New Orleans to Baton Rouge Route is the Governor’s top priority. The Sunset Limited Route is second priority.

Agenda Item #10

Agency Reports

Lafourche ARC: Loving the new busses they recently received.

Lafourche COA: Received (2) 12-2B busses.

SED #1: Received a 12-2B bus.

St. James Parish: Received a 12-2B Bus and a 16-2B Bus.

GET: Received (5) new busses; 3 for the City of Thibodaux, 2 for the City of Houma. New shelters have been received; however, not installed as of yet.

TARC: Requested possible trainings for the Region; such as DBE, PASS, Excell/Word, and an online approved FTA Drug/Alcohol Awareness Training. K. Harris stated they may contact Ms. Juanita Crotwell who could assist further with information on upcoming trainings. DOTD is currently seeking a new instructor for the PASS training. Also suggested was Florida DOTD's "Clean, Sober, & Safe" online training which meets the FTA requirements for Transit providers.

Agenda Item # 11

Other New Business

M. Cazaubon relayed that she attended the Transit Coordinator's meeting with DOTD where she was able to gain a better understanding of how brokerages work and why some agencies may be struggling with using Medicare/Medicaid reimbursement. She believes the Assumption COA was utilizing a brokerage firm and Terrebonne COA was considering. A. Authement of Assumption COA is willing to share her knowledge; however, she was unable to attend today's meeting. As more information is gained, future discussions on this topic are to come.

Agenda Item # 12

Mr. John Meyer of REI – Video Surveillance Equipment Training

M. Cazaubon introduced Mr. J. Meyer of REI. He gave a presentation on the video surveillance equipment which the Region's new transit busses are equipped with. The equipment has a 3 year warranty which is an exchange process. He encouraged transit providers to become aware of REI's warranty process. He reviewed the capabilities of the equipment and briefed upon the Video Management Software Services offered by REI. Discussion ensued.

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

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