

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 28<sup>th</sup>, 2020 10:00 AM

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

**In Attendance**

<b>Committee:</b>	<p><u><b>Assumption ARC</b></u> Ellen Daigle Sarah Olivo</p> <p><u><b>Assumption COA</b></u> Angele Authement</p> <p><u><b>Lafourche ARC</b></u> Edna Foret</p> <p><u><b>Lafourche COA</b></u> No Representative Present</p> <p><u><b>SED #1</b></u> Torie Lee</p>	<p><u><b>St. James Parish</b></u> Shanitra Jasmin Cheryl Jessie</p> <p><u><b>Arc of St. Mary</b></u> Cheryl Doiron</p> <p><u><b>St. Mary CAA</b></u> No Representative Present</p> <p><u><b>Terrebonne ARC</b></u> Rodger Shelton</p> <p><u><b>Terrebonne COA</b></u> Kayla Dardar</p> <p><u><b>Terrebonne Parish Consolidated Government Transit</b></u> Gayle Vaughn Wendell Voisin</p>
<b>Other Attendees:</b>	<p>Margaret Bunn, Goodwill NOLA Karen Harris, LADOTD Tyler Hermann, LA Fuels Wayne Bean, Meditran Sarah Arceneaux, City of Thibodaux</p>	
<b>Staff:</b>	<p>Martha Cazaubon, SCPDC Pat Gordon, SCPDC Adam LeFort, SCPDC Josh Manning, SCPDC Emma Bergeron, SCPDC</p>	

M. Cazaubon welcomed everyone to the meeting.

**Agenda Item # 1**

**Introductions**

Introductions took place.

**Agenda Item # 2**

***Adoption of the June 2, 2020 Meeting Minutes***

After a brief review of the minutes, ***it was motioned by A. Authement, seconded by C. Jessie to approve the Regional Transit Committee Meeting Minutes of June 2<sup>nd</sup>, 2020. There being no objections, motion passed.***

**Agenda Item #3**

***Highway Safety – Cassie Parker***

Ms. Parker was unable to attend the meeting. Information on Highway Safety will be placed on the next meeting's agenda.

**Agenda Item #4**

***LA DOTD Updates – Karen Harris***

K. Harris stated public notices are required for applications; two public hearings must be held two weeks apart. If any agency has any questions about the application process, please email Ms. Harris or call her. Scan application letters to her then mail originals. There is no in-house training being held at this time, all training is currently being done online. It will be awhile before new vehicles will arrive because the bid process is still ongoing. New Capital Contracts will be sent out soon.

**Agenda Item # 5**

***Public Meetings & Notices***

M. Cazaubon relayed that staff was in the process of researching the status of the Committee in regards to the Public Meeting and Public Notice requirements. R. Sheldon was interested in the process because it may help with outreach efforts. M. Cazaubon stated the Regional Transit Committee follows the Public Meeting guidelines except for the publication of minutes and meeting notices in an Official Journal. The Committee posts meeting notices and agendas on the doors of SCPDC; as well as distributes the meeting notices, agendas, and minutes to Committee Members for review prior to the meeting.

**Agenda Item # 6**

***Agency Reports***

Assumption COA: Transportation has been extremely difficult. 12 passenger capacity vans are running with a maximum of 6 clients at a time. Every precaution is being taken to protect both driver and passenger. Transportation is limited to strictly medical patients only at this time. It has been a challenge.

Lafourche COA: Still transporting medical patients to dialysis and medical appointments.

LARC: Maintaining busses, still transporting group home patients to medical appointments.

SED #1: Still closed, have been working on servicing the busses once a week.

St. James ARC: Transportation has been basically nonexistent; busses have been parked and are serviced once a week.

St. James Transit: Essential routes only at the present time, running with only 50% occupancy, precautionary measures have taken: barriers, mask. Busses are sanitized after each trip. Transporting has been very difficult.

TARC: Currently researching a spray system for sanitizing the busses. The decision on the purchase of this system has been delayed until further information can be obtained. They began using clear shower curtains on a bus; however the FMVSS has put a stop on the use of the clear curtains so this plan too is on hold until further guidance is received. If the Regional Transit Committee meeting is a public meeting R. Sheldon would like to offer DBE businesses the opportunity to present their business to the Transit Committee members. It would not only help those businesses but would assist Committee Members in compliance with DOTD requirements.

GET: Have a vacancy for drivers and mechanics. They are sanitizing busses before and after trips. Masks are required. They are currently running holiday service hours on regular routes. The city of Thibodaux route has been slightly modified, shorten time.

Assumption ARC: Essential trips only at this time.

**Agenda Item # 7**  
***Other Partner Updates***

Goodwill Reentry Program: Limited but open. Relying on Good Earth Transit because Beacon Light still not providing services.

Meditran: Readily available to assist, excellent source for match to funds.

**Agenda Item # 8**  
***Update of Committee Email List***

She requested Committee Members to review the Email distribution list. If there is anyone they would like added to this list, please email M. Cazaubon their contact information.

**Agenda Item # 9**  
***Update of Vendor's List***

It was requested Committee Members review the most current Vendor list for additions, deletions, corrections. Please send M. Cazaubon any changes. She relayed that she printed all of the certified DBE's within this Region and will email the list to members. It is quite a lengthy list and she requested for Committee Members to please review the list and relay back to her the businesses in which are related to their transportation needs.

**Agenda Item # 10**  
***Upcoming Training Programs***

All trainings are being conducted via online portals. In-house trainings are not being held. If anyone has any questions or concerns, please contact Ms. Karen Harris at LADOTD.

**Agenda Item # 11**  
***SCPDC Metropolitan Transportation Plan Update – Josh Manning***

J. Manning briefed Committee Members on the Metropolitan Transportation Plan Update. The Plan has been adopted in May, an amendment to finalize the Transit Section was made at the last HT-MPO Policy meeting held July 23<sup>rd</sup>. The MTP is on the website for review. If anyone has suggestions or comments, please contact J. Manning.

**Agenda Item #12**  
***Southern Rail Commission/Amtrak Update***

P. Gordon gave a brief update on the Southern Rail Commission/Amtrak. He relayed Amtrak plans to purchase passenger railcars from the Cascade Rail Service and intend on converting them to the Gulf Coast Service line. Once the conversion has been completed, the New Orleans to Baton Rouge daily service route will begin as well as the route from New Orleans, LA to Mobile, AL. This will assist in creating the link for expansion of the Sunset Limit line.

**Agenda Item #13**

***Ridesharing – Information on Commute with Enterprise Presentation***

M. Cazaubon relayed Ms. Schwartz was unable to call in. Currently, trying to create a pilot program that may relieve the concerns with vanpooling to reach Fletcher Technical College. M. Cazaubon and Ms. Schwartz plan to work together to create a cost estimate for this project.

**Agenda Item # 14**

***Other New Business***

***There being no other business to discuss, W. Voisin motioned to adjourn the meeting, seconded by R. Sheldon. There being no objections, motion passed.***

The next meeting date is October 20<sup>th</sup> or October 28<sup>th</sup>, 2020 at 10:00am.