

Houma – Thibodaux  
Metropolitan Planning Organization  
Regional Transit Committee  
(CHSTP)

Terrebonne Parish North Branch Library  
4130 West Park Avenue,  
Houma, LA 70359

M E E T I N G M I N U T E S

Regional Transit Committee Meeting

Date: Wednesday, May 17<sup>th</sup>, 2023, 10:00 AM

Meeting Location: Terrebonne Parish North Branch Library

In Attendance

<b>Committee:</b>	<u><b>Assumption ARC</b></u> Ellen Daigle	<u><b>St. James Parish</b></u> Shanitra Jasmin Melvin Moses
	<u><b>Assumption COA</b></u> Angele Authement	<u><b>Arc of St. Mary</b></u> Cheryl Doiron
	<u><b>Lafourche ARC</b></u> Anita Webb Wanda Bennett	<u><b>St. Mary COA</b></u> No Representative Present
	<u><b>Lafourche COA</b></u> Marilyn Collins	<u><b>Terrebonne ARC</b></u> No Representative Present
	<u><b>SED #1</b></u> Mona Danos	<u><b>Terrebonne COA</b></u> Kayla Dardar Jesscia Fitch
		<u><b>Terrebonne Parish Consolidated Government Transit</b></u> Gayle Vaughn
	<b>Other Attendees:</b> None	
	<b>Staff:</b>	Jonathan Eastwood, SCPDC Josh Manning, SCPDC

**Agenda Item #1**

***Roll Call and Introductions***

J. Manning called the meeting to order.

Roll call took place.

**Agenda Item #2**

***Adoption of the May 17<sup>th</sup>, 2023, Meeting Minutes***

*There were no meeting minutes to adopt.*

**Agenda Item #3**

***Opportunity for Public Comment***

J. Manning opened the floor to accept Public Comment; However, there were no comments received from the Public.

**Agenda Item # 4**

***LA DOTD Project Updates***

J. Manning relayed the DOTD updates

- The fiscal year 24 capital request match letters have gone out and wants to return the check as soon as possible.
- Removal of non-usage vehicles, send email to program manager until new employee is hired.
- Disposition requests on FTA vehicles, send email to program manager until new employee is hired.
- Accident/incident vehicle reports should be completed in 30 days or less.
- Summer inventory will begin in June/July.
- Drug and Alcohol for 5311 program has a random pool list that has to be submitted to TPA and DOTD every quarter or if it changes within the quarter.
- Agency must do a mock site visit on drug consortium.
- Application for fiscal year 25 opens July 1.
- Annual compliance is due July 31.
- New Stars is starting in July.

**Agenda Item # 5**

***Transit Agency Reports***

ARC of St Mary: C. Doiron relayed that they are down a staff member and a vehicle.

Assumption ARC: E. Daigle relayed they are short staffed and are having trouble with rear AC in some of the Transit vehicles.

SED#1: M. Danos relayed that their staff is good, but they are having AC difficulties. They are also having problems with their lifts.

Terrebonne COA: K. Dardar relayed they have enough drivers and have been receiving new applications.

Terrebonne ARC: No update given.

Lafourche ARC: A. Webb discussed the need for new staff.

Lafourche COA: M. Collins relayed they have one bus that is having AC problems and are looking for two full-time drivers.

Good Earth Transit: G. Vaughn relayed that they need new drivers. Their new bus wraps are completed. They are trying to Launch their app by July. They also have had some AC problems with transit vehicles.

Assumption COA: A. Authement relayed they are down staff members. They went from seven drivers to three drivers.

St. James Parish Government: S. Jasmin relayed that their vehicles are breaking along with AC problems.

**Agenda Item # 6**  
***Other Partner Updates***

There were no other partner updates.

**Agenda Item # 7**  
***HTMPO Updates***

J. Manning discusses the new MPO Updates.

**Agenda Item # 8**  
***Training Opportunities for 2023***

J. Manning discussed the upcoming training opportunities for 2023.

**Agenda Item #9**  
***Next Meeting Date: August 16<sup>th</sup>, 2023***

***There being no other business to discuss, A. Authement motioned to adjourn the meeting, seconded by G. Vaughn. All were in favor, motion passed.***