

Meeting Summary  
Regional Transit Authority  
Joint Transit Providers Advisory Committee and Planning and Service Coordination  
Committee Meeting  
Thursday, April 9, 2015

1. Call to order at 10:07

Committee Members Present:

Cornelius Henry and Roy Rose, Committee Chairs; Freman Hendrix; Alma Smith; Don Morandini; Chuck Moss; Julia Roberts, AAATA; Jim Fetzer, SMART; Robert Cramer, SMART; Sarah Pressprich Gryniewicz, AAATA; Casey McNeill, DDOT

RTA Representatives Present:

Michael Ford; Tiffany Gunter; Virginia Lickliter

Members of the Public:

Larry Krieg and Patty Fedewa, CAC Liaisons

2. Approval of Meeting Summary

Moved by Sarah Pressprich Gryniewicz and supported by Robert Cramer to approve the March 12, 2015 Meeting Summary for the Transit Providers Advisory Committee Meeting as presented. Approved unanimously.

Moved by Alma Smith and supported by Don Morandini to approve the March 12, 2015 Meeting Summary for the Planning and Service Coordination Committee Meeting as amended. Approved unanimously.

3. Public Comments

Patty Fedewa thanked Mr. Henry and the RTA for getting the meeting packet out in time to allow for her to review the material.

4. Updates

a. Performance Metrics – Mary Stasiak

Sarah Pressprich Gryniewicz reported that Michael presented the Performance Metrics as part of the report to the Legislature. She stated that paratransit data is still being collected.

That information comes from several sources is not as easily obtainable. Mr. Henry stated that SMART had submitted some information on their paratransit service.

b. Regional Map – Cornelius Henry

Mr. Henry reported that the maps are done and invoices will be coming from the providers. He reported that maps had been placed at the Times Square Station and in the People Mover offices. Casey McNeil reported that DDOT had posted maps in the Central Administration Building, at State Fair and at the Rosa Parks Transit Center. Robert Cramer reported that they will be posting them in the Downtown Office and the Royal Oak Transit Center. Sarah Pressprich Gryniewicz reported that they will be posted in the Blake Transit Center. Mr. Henry also reported that the process had started to get bids for fold-out versions of the maps.

c. Regional Master Plan and Woodward/Gratiot/Michigan Corridor Plans – RTA

Michael Ford reported that the Regional Master Plan process will be kicked off on May 12<sup>th</sup>. RTA has been out doing listening sessions and engaging with the public. There has been much discussion regarding what people want and need. Many resources are being put together to communicate with and educate the public. All of the corridor studies have been moving forward. The technical committees and policy committees are being developed. All of the studies and the master plan have been integrated in order to work together and to communicate effectively. He also reported that there is a new planning concept called BEST – Building Equitable, Sustainable Transit. The team feels it a good tagline. He also noted that the providers' involvement at the kick-off and public meetings is critically important to the process. The locations will be posted to the website.

d. Universal ADA Eligibility Form – Tiffany Gunter

Ms. Gunter reported on the progress of a Universal ADA Eligibility Form. She reported that the group had begun breaking down the elements of each provider's eligibility forms and made an attempt to consolidate each application. She reported that the process is complex and that a meeting of the ADA experts from each provider has been scheduled to discuss behind the scenes process and information sharing.

Alma Smith asked if this would be an opportunity for the RTA to work with the ADA transportation contractors. Ms. Gryniewicz stated that the goal for this project is to make sure that an ADA eligible rider on one service is able to use any of the services. Ms. Gunter stated that there would be opportunity to create an inventory of specialized transportation providers. She also stated that the City of Detroit has partnered with the RTA to move forward with their 5310 Coordinated Human Services Plan. They are currently working on that plan and that one of the FTA requirements is that there is a local advisory committee that reviews the planning work. The RTA is making the CAC available as the committee that will review that plan. DDOT will make its first presentation of goals in April. The CAC

members from the City of Detroit jurisdiction will be participating in those planning meetings. The purpose of this interaction is to make the process public so other providers are aware of it and can participate. Casey McNeil noted that the City’s coordination plan has more to do with their federally funded mobility purposes rather than the ADA paratransit service. Jim Fetzer noted that SMART’s paratransit service is managed in-house in partnership with services provided by local communities under the SMART branding.

e. Federal Fund Distribution

Michael Ford presented a memo concerning the distribution of Federal funds to the providers. He is seeking for the Planning and Service Coordination Committee to recommend the allocation plan that has been in process since 2013 to the full board for approval. The distribution is recommended as follows:

**Section 5307 (8/12ths apportionment of FY2015 funds)**

Detroit Department of Transportation (DDOT)	47.5%	\$12,720,917
Detroit Transportation Corporation (DTC)	1%	\$267,809
Suburban Mobility Authority for Regional Transportation (SMART)	51.5%	\$13,792, 153

**Section 5339 (8/12ths apportionment of FY2015 funds)**

DDOT	48%	\$1,380,161
SMART	52%	\$1,495,174

The remaining 4/12ths apportionment for FY 2015 will be allocated using the percentages referenced above.

The RTA requests that the FY 2015 Section 5337 funding of \$713,848 be allocated to the DTC. The remaining 4/12ths of Section 5337 will be allocated to DTC.

The RTA requests that the \$918,027 remaining FY 2014 and a portion of the FY 2015 of Section 5310 funds in the Detroit urbanized area be allocated as follows:

DTC	FY2014	\$223,220
DDOT	FY2014	\$188,000
SMART	FY2014/FY2015	\$3,395,000

Mr. Ford stated that several methodologies were considered over the past several years and the process was updated in 2013. Mr. Ford stated that an asset management based process was decided on as a way to be fair and equitable. The process will be reviewed in 2015 with the providers but that time does not allow for redistribution by the June 2015 deadline.

Moved by Chuck Moss and supported by Alma Smith. Approved unanimously to recommend the plan to the full board.

Alma Smith commented that 5310 funds are not mentioned in the opening sentence of the memo and questioned whether it should be. She also noted the breakout of 5307 and 5339 funds and questioned whether 5310 funds should also be broken down in the memo. She also questioned whether 5337 funds mentioned in the memo was a typo. Cornelius Henry stated that 5337 funds are funds only for rail systems and are funds that DTC applies for each year. Mr. Ford noted that those items can be clarified more.

## 5. Fare Coordination Study

Cornelius Henry presented the most recent information for the Fare Coordination Study and summarized the three options available. The conclusion of the committee is that option C is the best option. It is an account based system. It allows for users to set up and maintain accounts from several locations or online. It is a flexible system and is the general direction that the industry is going. It allows for real time information, is managed by central software and interfaces with third party retailers. Mr. Henry highlighted the costs associated with implementing the plan and the timeline for implementation. As the preferred option is being implemented, some low impact items in "Option A" and "Option B" can be implemented to improve service and will eventually become part of the preferred option.

Don Morandini asked if the timeline presented in the packet is the timeline for the preferred alternative. Mr. Morandini also asked if he understood correctly that the system could be implemented by 2018, provided the funding is available. Mr. Henry stated that that is the timeline for the preferred alternative.

Alma Smith asked if the cost stated for Option C included all of the costs involved or if it is just for the difference between it and the other options. She also asked if something from Option A were to be implanted in the short term, would those items carry forward and then costs not need to be expended to fully implement Option C. Mr. Henry stated that, yes, that is the case.

Chuck Moss asked where else systems like this are used. Mr. Henry stated that they are used in Washington DC, Boston, Chicago, Los Angeles, etc.

Casey McNeil asked if there was any consideration in applying for TIGER funding. Ms. Gunter stated that the RTA is looking at that along with several other possible funding sources.

Ms. Grynowicz asked if an MOU for fare sharing was being developed. Mr. Henry stated that fare sharing would be discussed prior to implementation.

Larry Krieg asked if Mr. Henry could clarify an amount in Option C. Mr. Henry stated that that amount is a cost associated with customer research and installation. Mr. Krieg asked if those expenses were broken out or if it was contingent percentage. Mr. Henry stated that it is a rough

estimate percentage based on information from other agencies. Mr. Moss asked if those expenses could be broken out. Mr. Henry stated that he would check with the consultants and ask them if it can be broken out.

Don Morandini asked if a two year timeline was too optimistic. Mr. Henry stated that it is an aggressive timeline but with projects like this, the timeline depends on what small improvements can be implemented ahead of time and whether items can be implemented simultaneously.

#### 6. Stand Up 4 Transit

Michael Ford reported that today, April 9<sup>th</sup>, is National Stand Up 4 Transit Day to bring attention to mass transit. The RTA staff has built a bench and will be placing it at the bus stop in front of the WCCCD Main Campus. Staff will also be riding on buses to talk to passengers about mass transit and the importance of their involvement in the planning process.

#### 7. 5304 Grant Applications

Michael Ford reported that the RTA is seeking a grant to purchase TransitMix software. He reported that it is interactive application software that users can use to quickly access transit routes and costs. It creates a unique opportunity to help better communicate to the public and is an interactive way in which they can be involved.

#### 8. Survey RFP

Michael Ford reported that the RTA will be issuing an RFP for survey. He stated that the survey would cover all four counties and the City of Detroit. The survey will give the RTA an idea of what the public's thoughts are on mass transportation. He reported that the providers will also be involved so the RTA can glean from them the work that they have done involving polling. Mr. Ford stated that this survey would be a baseline so that progress can be monitored over time. Ben Stupka reported that survey is something that the RTA is required to do per the legislative act. Mr. Stupka reported that for now it is being framed as a telephone survey and will rely on the consultant to recommend other possible tools. The goal is to perform the alternatives analysis part of the RTA's planning process. Mr. Ford stated that during the RTA listening sessions, people also mentioned that surveys should be done on board also.

Don Morandini stated that with current technology and increased use of cellular phones, the survey should incorporate multiple methods of reaching people. Mr. Stupka stated that the RFP was left open as to method so that responding firms are open to suggesting multiple methods.

Alma Smith had some recommended substantive changes to the RFP.

Mr. Stupka stated that he will incorporate those changes and then send the RFP out to the providers for further review.

## 9. Members Comments

Casey McNeil stated that DDOT will be hosting a transit procurement workshop May 26<sup>th</sup> through May 29<sup>th</sup>. The event will be hosted by NextEnergy.

Jim Fetzer announced that SMART will be putting 61 propane powered paratransit vehicles into service. Mr. Fetzer also announced that this will be his last meeting with the PAC as he has accepted a position as a general manager in Massachusetts.

Robert Cramer asked if there will be meetings with the providers prior to the Master Plan kick-off. Tiffany Gunter stated that the providers were invited to the Board Retreat on April 16<sup>th</sup> where more information would be given.

Sarah Pressprich Gryniewicz announced that TheRide had made an offer to Matt Carpenter for the CEO position.

Cornelius Henry announced that the Grand Circus Park station will be reopening in early May and will be completely ADA accessible.

Don Morandini asked if the RTA is on the agenda for the Mackinaw Policy Conference. Michael Ford stated that the RTA is working with the Kresge Foundation to get on an agenda to present at the conference.

Alma Smith asked if the intention is to continue to hold joint meetings between the PAC and PSCC and was informed that is the intension. She also thanked the staff for the time and effort that they have put in the RTA.

## 10. Items for May

## 11. Public Comments

## 12. New Business

## 13. Meeting adjourned at 11:37.