

LOCAL ADVISORY COUNCIL MEETING

WEDNESDAY, JUNE 4, 2025
3:30 P.M. - CATA BOARD ROOM

MEMBERS PRESENT: Deb Wiese, Chair
Erin Shannon, Vice Chair
Gill Lemonde
Doug Lecato
Gloria Johnson-Cannon
George Hanley
Darrin Fowler

MEMBERS PRESENT VIA ZOOM: Leah March-Pons, and Jeffrey Allshouse

MEMBERS ABSENT: Diana Paiz, J. Caleb Adams, and Geneva Smith

CATA BOARD MEMBER: Kellie Blackwell (via Zoom)

CATA PERSONNEL: Todd Brooks, Craig Frazier, Darren Horn, Marshea Brown, and Victoria Joseph

TRANSDEV PERSONNEL: Simone Moore

GUESTS: None

CALL TO ORDER:

Chair Wiese called the meeting to order at 3:35 p.m.

PUBLIC COMMENTS:

None

APPROVAL OF JUNE AGENDA

MOTION:

A motion to approve the June 2025 Agenda was moved by Gill Lemonde and supported by Jeff Allshouse.

VOTE: Motion passed unanimously.

APPROVAL OF APRIL MINUTES

MOTION:

A motion to approve the April 2025 LAC minutes was moved by Jeff Allshouse and supported by Gill Lemonde.

VOTE: Motion passed unanimously.

LAC CHAIR COMMENTS – Deb Wiese

Chair Wiese stated that on behalf of the LAC, she would like to offer her condolences for the loss of two (2) operators. One operator was from Transdev, and the other operator was a 21-year veteran from CATA.

BOARD LIAISON REPORT – Kellie Blackwell

See attached report.

CATA CEO REPORT – Bradley Funkhouser

Bradley Funkhouser was absent.

DIRECTOR OF OPERATIONS – Todd Brooks

Events

Todd Brooks stated that the Operations Department participated in the East Lansing Arts Festival that was held on Saturday, May 17, and Sunday, May 18. He also stated that his department assisted transporting riders to and from the 2025 Odyssey of the Mind World Finals that was hosted by Michigan State University (MSU) and took place from May 19 through May 25.

Service

Todd Brooks stated that preparations are being made for the limited-service that CATA will be providing for the Fourth of July. He also noted that his department is looking ahead and working on plans for fall service when students return to MSU.

CATA Guide Program

Todd Brooks stated that once again this year, CATA guides will be available on the MSU campus from Thursday, August 21 through Wednesday, August 27. He explained that CATA guides assist with providing information for those seeking transportation while on campus.

All-Operator Training (AOT)

Todd Brooks stated that CATA is in the middle of AOT, and this is the first year that ATU leadership has participated. He noted that additional training will continue through the summer so that CATA and operators can continue to provide excellent service to the community.

New Class

Todd Brooks stated that currently, CATA has a class of five (5) students preparing to be operators. He noted that CATA will have another class starting on Monday, July 28, 2025.

ATU Negotiations

Todd Brooks stated that negotiations have started with CATA's ATU, Local 1039. He noted that CATA's current agreement with the ATU will expire on November 30, 2025.

PARATRANSIT OPERATIONS MANAGER – Craig Frazier

Paratransit Update

Craig Frazier stated that CATA has received several new cutaway buses and minivans, and some are already in service. He explained that the minivans are ADA accessible and will be used for rural service. Mr. Frazier also stated that CATA will be receiving new electric ADA minivans soon and charging stations have started to arrive. He further stated that CATA will be testing these vehicles to see how many miles per charge.

All Operator Training (AOT)

Craig Frazier stated that the Paratransit Department has been focusing on handling service animals, appropriate language when referring to clients with disabilities and hands-on training as part of their AOT. He also stated that they are going over the correct way to secure wheelchair restraints, appropriate etiquette when addressing clients, and how to execute a trust walk.

5310 Subrecipient Program

Craig Frazier stated that CATA has been working with their partners in the Retired and Senior Volunteer Program (RSVP) and Lansing Housing Commission (LHC) for each agency to receive one (1) ADA minivan to offer free non-emergency transportation to area seniors and persons with disabilities through CATA's 5310 subrecipient program.

2025 Health Aging Fair

Craig Frazier stated that the 2025 Health Aging Fair will be held this Saturday, June 7, from 10:00 a.m. to 12:00 p.m. at the Lansing Mall. He noted that a paratransit representative will be in attendance to represent CATA.

Doug Lecato inquired about the number of charging stations that CATA has ordered.

Craig Frazier stated that he is unsure of the number of charging stations that CATA will have, but he will get the information to Mr. Lecato.

TRANSDEV – Simone Moore

Simone Moore stated that Transdev continues to recruit new operators, and their next training class begins on Wednesday, July 9. Ms. Moore also stated that Transdev has received two (2) new ADA minivans and is working on adding three (3) more ADA vans to their fleet. She further stated that Transdev is in contract negotiations with their ATU and have meeting scheduled through the end of June 2025.

SERVICE QUALITY SUBCOMMITTEE (SQS) – Erin Shannon

See attached report.

OLD BUSINESS:

None

NEW BUSINESS:

MOTION:

A motion to reappoint Jeff Allshouse to the LAC was moved by Doug Lecato and supported by Gill Lemonde.

VOTE: Motion passed unanimously and will be forwarded to the CATA Board for approval.

MEMBER COMMENTS/ANNOUNCEMENTS:

None

PUBLIC COMMENT:

None

ADJOURNMENT:

MOTION:

A motion to adjourn was moved by Jeff Allshouse and supported by Gloria Johnson-Cannon.

VOTE: Motion passed unanimously.

Chair Wiese adjourned the meeting at 4:14 p.m.

Respectfully submitted,

Darren Horn
Paratransit Operations Supervisor

Victoria Joseph
Operations Administrative Assistant