

**CAPITAL AREA TRANSPORTATION AUTHORITY  
LOCAL ADVISORY COMMITTEE  
MEETING MINUTES  
WEDNESDAY, August 7, 2019 - 3:30 p.m. CATA BOARD ROOM**

**MEMBERS PRESENT**                    Deb Wiese (Chair)                    Kellie Blackwell  
   Pat Cannon                            Lillie Mae Flannery  
   George Hanley                        Diana Paiz Engle  
   Geneva Smith                         Kevin Brown

**ABSENT MEMBERS**                    J.J. Jackson

**CATA BOARD MEMBER**             Doug Lecato

**CATA PERSONNEL**                    Craig Frazier                            Brad Funkhouser  
   Roger Garza                             Sean Gleason  
   Bethany Berdes

**GUESTS**                                 Michael Klein, (Transdev), Deb Parrish, Gloria Banks

**CALL TO ORDER**

Chair Wiese called the meeting to order at 3:30 p.m.

**PUBLIC COMMENTS**

No public comments.

**APPROVAL OF AUGUST AGENDA**

Lillie Mae Flannery motioned to approve the August agenda. Geneva Smith seconded the motion. It passed unanimously.

**APPROVAL OF JUNE MINUTES**

Diana Paiz Engle motioned to approve the June minutes. George Hanley seconded the motion. It passed unanimously.

**LAC CHAIR COMMENTS**

Chair, Wiese noted elections for new officers will take place at the October board meeting.

**BOARD LIAISON REPORT – Doug Lecato**

**June 19, 2019 Board Meeting – CATA Admin Office**

- I. Board approved the request for qualification (RFQ) for a five-year contract with SecurAlarm to provide comprehensive security and access controls for all three of CATA facilities. SecurAlarm will provide CATA with the ability to standardize the solution and resources needed to have a holistic security system with security upgrades, maintenance and oversight.
- II. Board approved the resolution in support of public transportation funded by the state of Michigan's budget. CATA had to act swiftly to respond to Michigan's House Appropriation's subcommittee on Transportation which was voted out the Transportation budget. After great effort from Administrative Staff and the Board of Director's, The House of

Representatives passed the Transportation Budget with an increase to the local bus operating line item.

- III. Board approved a one-year contract with Transdev Incorporated in the amount of \$74,642 to provide training for new CATA operators. Contract factors included eight (8) instructors for classroom training and behind the wheel sessions. The first training was July 15, 2019 with approximately 28 operators.

**July 17, 2019 Board Meeting – CATA Administrative Office**

- I. Board approved the annual license contract with Swiftly in the amount of \$52,000 for the Insight Modules that assist with collecting historical system performance and real-time prediction methodology. These improvements will provide more accurate results with CATA's fixed route services. This is the first step of many in helping to bring better data tools to assist in CATA's decision making.
- II. Board approved the Fifth Amendment to MSU's service agreement. The University and CATA will extend the free-fare boarding on all "30 routes" for the remainder of the agreement which will expire on June 30, 2021. CATA will build in up to six (6) additional bus routes to handle all capacity needs.

**Additional Board Activity**

- I. Next Board Meeting: Wednesday August 21, 2019 at 4pm EST at CATA Administrative Office.

George Hanley inquired about MSU's contract being renewed and that all 30 routes are included.

Doug Lecato stated MSU's contract is renewed every year.

Deb Wiese asked for clarification on the driver's training class.

Doug Lecato stated that CATA is using Transdev to help train new drivers.

**CATA CEO REPORT**

Mr. Funkhouser stated Meridian Township millage was renewed for 5 years coming in at 63%.

The new budget will go to a hearing session at the August 21, 2019 Board Meeting held at the CATA Administrative offices.

New buses are arriving every day. The vans are going to Transdev and there will be a press conference on Monday, August 12, 2019 regarding the NOVA vehicles which is open to the public. We will be receiving 19 40-foot buses and 3 60-foot buses.

The fourth smart shelter has been placed in front of the new Target in East Lansing.

CATA will be working with MSU and MDOT to test autonomous buses. CATA and MSU have been selected as the only University testing spot for 40 foot autonomous vehicles. The route will be Farm Lane and it will give nice exposure to the autonomous vehicle market.

Sean Gleason, Director of IT will be talking about the new boundary area which will include three (3) transit authorities and three county commission chairmen will sit down and have an initial meeting which has not been scheduled and it will not be open to the public.

#### **CATA DIRECTOR OF OPERATIONS/PARATRANSIT REPORT**

Roger Garza asked Sean Gleason, Director of IT to discuss the new technology taking place at CATA.

Mr. Gleason stated this technology will improve the Redi-Ride and SpecTran trips. It is mobile friendly and will include only one website.

Sean Gleason would like the LAC to participate in a trial session. He will send out dates and times and use what works for most people. Refreshments will be provided.

Mr. Gleason gave an update on the LookingBus program. CATA is waiting on the sensors because they have been delayed due to a redesign. The new design is a small LED light that will flash at night when someone is waiting to be picked up. The first batch will arrive this Friday.

#### **OLD BUSINESS**

Chair Weise postponed IVR Phone System to October LAC meeting.

Mr. Gleason will look into some possible changes for the recording and will report back at a later meeting.

#### **NEW BUSINESS**

Election of New Officers

Chair Wiese nominated Pat Cannon as chair and he accepted.

Pat Cannon will send out an email for nominations.

#### **PUBLIC COMMENTS**

Public comment was given by Deb Parrish and George Hanley.

#### **ADJOURNMENT**

Geneva Smith motioned to adjourn and George Hanley seconded the motion. It passed unanimously.

Chair Wiese adjourned the meeting at 5:03 p.m.

Respectfully submitted,

Bethany Berdes  
Operations Secretary