

LOCAL ADVISORY COUNCIL MEETING

WEDNESDAY, OCTOBER 9, 2024
3:30 P.M. - CATA BOARD ROOM

MEMBERS PRESENT: Deb Wiese, Chair
Erin Shannon, Vice Chair
George Hanley
J. Caleb Adams
Diana Paiz
Gloria Johnson-Cannon

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

MEMBERS ABSENT: Geneva Smith, Gill Lemonde, and Darrin Fowler

CATA BOARD MEMBER: Kellie Blackwell

CATA PERSONNEL: Todd Brooks, Craig Frazier, Darren Horn, Eric Pryor, Jennifer Burgess and Victoria Joseph

TRANSDEV PERSONNEL: Simone Moore

GUEST: Doug Lecato

CALL TO ORDER:

Chair Wiese called the meeting to order at 3:37 p.m.

PUBLIC COMMENTS:

None

APPROVAL OF OCTOBER AGENDA

Chair Wiese stated that Kellie Blackwell had been appointed to the CATA Board of Directors which created a vacancy in the LAC. Doug Lecato has submitted his application to be on the LAC which will be added under New Business.

MOTION:

A motion to approve the amended October 2024 agenda was moved by Diana Paiz and supported by George Hanley.

VOTE:

Motion passed unanimously.

APPROVAL OF AUGUST MINUTES

MOTION:

A motion to approve the August 2024 minutes was moved by George Hanley and supported by Diana Paiz.

VOTE:

Motion passed unanimously.

LAC CHAIR COMMENTS – Deb Wiese

Chair Deb Wiese reported that she has been asked to participate in the CATA website Request for Purchase (RFP) process.

BOARD LIAISON REPORT – Doug Lecato

Report attached.

Diana Paiz inquired about the LAC being able to see the two (2) styles of cutaway buses before they are purchased.

Craig Frazier stated that the cutaway-style, small buses have the same floor plans as previously purchased. He also stated that the small buses are being purchased through the State of Michigan Small Bus Contract; therefore, CATA is not able to preview the buses before purchasing.

CATA CEO REPORT – Bradley Funkhouser

Not present

DIRECTOR OF OPERATIONS – Todd Brooks**Staffing**

Todd Brooks stated that they are still in the process of filling the vacant Operations Supervisor position.

Holiday Service

Todd Brooks stated that CATA will be providing limited service on Thanksgiving and Christmas.

CATA Events

Todd Brooks stated that the Touch-A-Truck event that took place at the East Lansing Public Library went very well. He also stated that CATA provided a wrapped pink Barbie Bus for the Barbie event at Impression Five. The bus was a hit and is getting a lot of attention throughout the area especially at the MSU football games.

Fall Service Bids

Todd Brooks stated that the second fall bid will begin at the end of October and then CATA will begin working on the bids for Thanksgiving and Christmas holiday service.

MSU Football

Todd Brooks stated that CATA's Operations Department and ATU have teamed up to provide food for Staff and operators during MSU's home football games. Mr. Brooks expressed how proud he is of his department and the positive relationship that has developed with the ATU.

Chair Wiese stated that she hopes CATA will be able to provide food for the operators next year.

PARATRANSIT OPERATIONS MANAGER – Craig Frazier

MSU Football

Craig Frazier explained that Jacob Pena, MSU Supervisor, organizes the service for MSU home football games while Todd Brooks, Director of Operations, oversees the whole operation.

MyRideCATA App

Craig Frazier stated that there are approximately 60 to 70 clients who use the MyRideCATA mobile app daily to book their rides. He also stated that at the next LAC meeting, he will include in his report the numbers for those that use the online service to book their rides. Mr. Frazier further noted that some clients have been able to use the app to book trips after hours; however, this should not be allowed.

Diana Paiz stated that perhaps there is a problem with the app.

Craig Frazier stated that CATA's IT Department is looking into the scheduling issues with app. No reported issues with on-line booking.

Discussion ensued over wait stops being used for some medical appointments.

Diana Paiz stated that she is concerned that certain wait stops are being denied.

Chair Wiese stated that she will draft a memo to include the appropriate language which will be discussed at the next Service Quality Subcommittee (SQS) meeting in November.

TRANSDEV – Simone Moore

Simone Moore stated that currently, they are at an impasse with their ATU, and they are working with employees to stay professional during negotiations.

SERVICE QUALITY SUBCOMMITTEE (SQS) – Erin Shannon

Chair Wiese gave the SQS report on behalf of Ms. Shannon.

OLD BUSINESS:

None

NEW BUSINESS:

Election of Officers

Nominating Chair, Leah March-Pons, stated that she received nominations for Deb Wiese as Chair and Erin Shannon as Vice Chair.

VOTE:

Nominating Chair, Leah March-Pons, called for a vote to elect Deb Wiese as Chair after three calls for additional nominations from the floor. Deb Wiese was elected unanimously.

VOTE:

Nominating Chair, Leah March-Pons, called for a vote to elect Erin Shannon as Vice Chair after three calls for additional nominations from the floor. Erin Shannon was elected unanimously.

MOTION:

A motion to approve Doug Lecato's application as a LAC member was moved by George Hanley and supported by Gloria Johnson-Cannon.

VOTE:

Motion passed unanimously.

MEMBER COMMENTS/ANNOUNCEMENTS:

Gloria Johnson-Cannon thanked the entire CATA crew for doing such an awesome job at the MSU football games. She also expressed her appreciation to the Paratransit team for their quick response time when situations arise, and for providing service for those in need.

Diana Paiz stated that she was appointed to the East Lansing Seniors Commission.

Kellie Blackwell stated that Erin Shannon has been taking donations for winter wear and adaptive winter wear for the past 20 years. She noted that Ms. Shannon is currently taking donations for this year and to please contact her at the Michigan Disability Rights Coalition (MDRC) for more information.

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 4:59 p.m.

Respectfully submitted,

Darren Horn

Victoria Joseph

Paratransit Operations Supervisor

Operations Administrative Assistant