

Diana Paiz stated that Erin Shannon's title should be recorded as "Vice Chair" and not "Co-Chair".

Craig Frazier stated that the minutes will be corrected to reflect Ms. Shannon's proper title.

VOTE:

Motion passed unanimously.

LAC CHAIR COMMENTS – Deb Wiese

None.

BOARD LIAISON REPORT – Doug Lecato

Reports attached.

Doug reported on CATA's Board of Directors meetings from February and March.

Gloria Johnson-Cannon requested that Mr. Lecato define the term "cutaway bus".

Doug Lecato explained that a cutaway bus is a minibus that is ADA accessible and can hold anywhere from five to eighteen people.

CATA CEO REPORT – Bradley Funkhouser

Bradley Funkhouser welcomed Gill Lemonde, new LAC member, and Simone Moore, General Manager from Transdev.

Microtransit

Bradley Funkhouser stated that CATA has contracted with Via Transportation, a private company for microtransit. He explained that CATA will be using two models, one will include a software package that will work with and improve CATA's existing Redi-Ride services and the second is a "turnkey" model where Via Transportation will bring in their own vehicles and employees to provide service. Mr. Funkhouser noted that CATA will oversee the service and take full responsibility for how the service will run. He further shared that CATA is looking at three (3) turnkey zones: Delta Township, downtown Lansing, and a collaboration with MSU and the Capital Region Airport Authority (CRAA). Before moving forward, a presentation will be given to the LAC where members will be able to provide their feedback.

Chair Wiese inquired whether microtransit will have same day service and additional hours of service beyond paratransit and/or fixed-route hours.

Bradley Funkhouser stated that microtransit will provide same day service with possibly longer hours.

Chair Wiese requested more information about using microtransit to get to the Capital Region Airport Authority (CRAA).

Bradley Funkhouser explained that microtransit will enable riders to use their mobile devices to schedule a ride that will bring them from their location to the CRAA or vice versa.

Diana Paiz inquired about the cost related to using microtransit.

Bradley Funkhouser stated that CATA will have the ability to establish a fare; however, the pricing has not been determined yet.

Easter Service

Bradley Funkhouser stated that CATA's Easter holiday service was a great success and thanked the LAC for their involvement. He also acknowledged CATA's Operations Department and Maintenance Department for their assistance.

Cameras and Contactless Fare Payment

Bradley Funkhouser stated that both projects continue to move forward, yet details are still being discussed with attorneys before testing can begin. Mr. Funkhouser explained that the intent is to start testing by this summer; however, CATA first needs to have policies in place that are approved by the Board and supported by the Union and LAC. He noted that once all the logistics are worked out, there will be presentations on both projects given to the LAC.

EATRAN

Bradley Funkhouser stated that EATRAN is still trying to hire more operators. Mr. Funkhouser also stated that he met with representatives from the city of Grand Ledge to discuss having a Grand Ledge Connector service. He explained that this second connector will mirror the Charlotte Connector service, which has been very successful, and launch by May 1, 2024. Riders will be able to take Route 3 out to the Walmart in Delta Township and then transfer to the Grand Ledge Connector.

Governor's Proposed Budget

Bradley Funkhouser stated that the governor's budget this year includes a decrease in Local Bus Operating (LBO) funding. He explained that CATA receives about thirty-four percent of their operating budget back from the State of Michigan for their urban service and although CATA was aware of a decrease, the recommendation from the House Appropriations Subcommittee on Transportation is as low as twenty-six percent on the urban side and thirty percent on the rural side. This will reduce LBO funds to public transit by forty million. Mr. Funkhouser further explained that these calculations have left many transit agencies in a panic. The current recommendation will present a lot of interesting challenges as transit agencies will be divided and left competing for a piece of the pie. He wanted LAC members to be aware, yet reassured that CATA is in a good position by having regionalized support money and he does not foresee any major concern.

George Hanley requested the full name for LBO.

Bradley Funkhouser stated that it is called Local Bus Operating (LBO) and it is part of the Comprehensive Transportation Fund.

George Hanley expressed his opinion that the government always seems to pull funding from transit and infrastructure in order to fund other budgets.

Darrin Fowler inquired whether the LBO supports paratransit.

Bradley Funkhouser stated that paratransit is part of CATA's operating budget which is federally regulated and funded based on population. He noted that CATA works with the Federal Transit Administration (FTA) on capital purchases and then the State of Michigan matches CATA's operating expenses. CATA also receives millage money and fares as part of their revenue; however, CATA and public transit in general, is very dependent on the funds they receive from the state and the federal government.

Chair Wiese inquired whether CATA receives an 80/20 match from the state and federal government.

Bradley Funkhouser confirmed that CATA typically receives an 80/20 match from the federal and state government; however, there are some exceptions especially during the pandemic.

Diana Paiz inquired whether the LBO includes funding for paratransit.

Bradley Funkhouser confirmed that the LBO includes funding for paratransit and stated that CATA uses its capital funds to purchase buses. He also noted that service on the street, wages and anything considered operational is an eligible expense that is reimbursed by the state.

Darrin Fowler inquired about CATA's operational expenses and the ratio between fixed-route versus paratransit.

Bradley Funkhouser stated that he is not sure of the ratio between CATA's fixed-route versus paratransit; however, he will find out and report back to Mr. Fowler.

DIRECTOR OF OPERATIONS – Todd Brooks

New Hires

Todd Brooks reported that CATA has filled the two (2) Operations Supervisor positions and both new employees are performing well.

Easter Holiday Service

Todd Brooks stated that Easter holiday service was a success and thanked Craig Frazier, Paratransit Operations Manager, staff, and CATA operators for their participation. Mr. Brooks reported that CATA received 165 reservations yet only serviced 119 trips due to some cancellations. He also noted that on-time performance was at one-hundred percent.

Training Sessions

Todd Brooks commented on the training sessions for supervisors that have been taking place off site and that they include employees from Operations, Maintenance, and Transdev. He stated that some of the topics covered include CATA's emergency

procedures, safety protocols, and ADA regulations. Mr. Brooks noted that the plan is to have these training sessions at least twice a year.

Diana Paiz inquired whether CATA will provide holiday service on Memorial Day.

Todd Brooks stated that currently, CATA's holiday service only includes Easter, July 4, Thanksgiving, and Christmas.

PARATRANSIT OPERATIONS MANAGER – Craig Frazier

Craig Frazier echoed Mr. Brooks' comments regarding CATA's Easter holiday service. He also added that the operators were very appreciative of how well the runs were put together. Mr. Frazier reported that Paratransit is averaging approximately 1,000 calls per day and about fifty rides scheduled through the MyRideCATA app making ridership approximately 1,500 per day. He further noted that Transdev has been consistent with over ninety percent on-time performance and expressed his appreciation to Ms. Moore and her team.

SERVICE QUALITY SUBCOMMITTEE (SQS) – Erin Shannon

Chair Wiese gave the SQS report on behalf of Ms. Shannon. She stated that CATA's Dan Goodemoot, Director of IT, presented an update on current projects including contactless fare payment and cameras on CATA vehicles. Chair Wiese shared that the MyRideCATA app was the main topic of discussion, specifically, real time vehicle arrival information. She further explained that Mr. Goodemoot stated that when users receive incorrect information on the app, it might be time to turn the tablets off so that the app can re-boot. He indicated that operators will be getting new tablets which will eliminate many of these issues.

In order to assist Ms. Paiz and Ms. March-Pons with their issues, they were asked to send screen shots to Mr. Goodemoot, Mr. Horn, or Mr. Frazier in real time.

Leah March-Pons stated that she has not had any issues with the MyRideCATA app.

Diana Paiz stated that she has not been able to email her screen shots but will try again next time.

OLD BUSINESS:

None

NEW BUSINESS:

- **Renewal of LAC appointment – Geneva Smith**

MOTION:

A motion to approve Geneva Smith's renewal of appointment to the LAC for a three-year term was moved by George Hanley and supported by Gloria Johnson-Cannon.

VOTE:

Motion passed unanimously.

- **Disability Rights, Michigan, Presentation - Kristen Milefchik, Vaccine Advocate**

See attached report.

Kellie Blackwell stated that the universal reduced fare card with participating agencies by county map that is online loads like a .pdf and is not accessible. Ms. Blackwell stated that she will be emailing the project manager to inform them of the issue and encouraged others to do the same.

Diana Paiz stated that the Digital Accessibility Coordinator at the State of Michigan should be informed as well.

Gloria Johnson-Cannon inquired about non-disabled persons using the website.

Doug Lecato stated that the web page lists all the services including disability.

George Hanley inquired whether coach buses and rail services are listed on this website.

Kristen Milefchik stated that this website is only for bus transportation services. She further explained that having information about every type of transit would make it difficult for people to find what they're looking for; however, adding rail services would be appropriate.

Doug Lecato inquired about the funding and timeframe for this program.

Kristen Milefchik stated that the COVID grant has been extended until the end of September 2024.

Diana Paiz stated that the Michigan.gov/ADA website has a link with a list of all the ADA coordinators in the State of Michigan.

Chair Wiese inquired about whether Disability Rights, Michigan, will continue to maintain and update the universal reduced fare card map page once the grant period is over.

Kristen Milefchik stated that she will be devoting the majority of her time to transportation advocacy and the landing page will be a major part of her responsibility. She also noted that Disability Rights, Michigan's, Communications Department, and website team will be working on updating the information on a regular basis.

MEMBER COMMENTS/ANNOUNCEMENTS:

George Hanley stated that Michigan Senator, Sarah Anthony, would be the person to contact concerning transit's LBO issues.

Diana Paiz stated that she looked into Meridian Township's Redi-Ride service and whether it could bring her to Bath Township. She stated that the Meridian Township Transportation Commission seems like it is no longer an active or viable commission.

PUBLIC COMMENT:

None

MOTION:

A motion to adjourn was moved by Diana Paiz and supported by Kellie Blackwell.

VOTE:

Motion passed unanimously.

Chair Wiese adjourned the meeting at 5:12 p.m.

Respectfully submitted,

Darren Horn
Paratransit Operations Supervisor