

LOCAL ADVISORY COUNCIL MEETING

WEDNESDAY, APRIL 2, 2025  
3:30 P.M. - CATA BOARD ROOM

**MEMBERS PRESENT:** Deb Wiese, Chair  
Gloria Johnson-Cannon  
Gill Lemonde  
J. Caleb Adams  
Geneva Smith  
Darrin Fowler

**MEMBERS PRESENT VIA ZOOM:** Erin Shannon, Vice Chair, Leah March-Pons, and Diana Paiz

**MEMBER ABSENT:** George Hanley, Doug Lecato, and Jeffrey Allshouse

**CATA BOARD MEMBER:** None

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

**TRANSDEV PERSONNEL:** Simone Moore

**GUEST:** None

**CALL TO ORDER:**

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

**PUBLIC COMMENTS:**

None

**APPROVAL OF APRIL AGENDA**

**MOTION:**

A motion to approve April 2025 Agenda was moved by Gill Lemonde and supported by Geneva Smith.

**VOTE:** Motion passed unanimously.

**APPROVAL OF CORRECTED DECEMBER DRAFT MINUTES**

Approval of December LAC draft minutes was deferred to April's meeting as the incorrect version of the December minutes was sent to members in February's meeting packet.

Vote:

Motion made by Geneva Smith and seconded by Gloria Johnson-Cannon passed unanimously.

## **APPROVAL OF FEBRUARY MINUTES**

### **MOTION:**

A motion to approve February 2025 minutes was moved by Gill Lemonde and supported by Geneva Smith.

**VOTE:** Motion passed unanimously.

### **LAC CHAIR COMMENTS – Deb Wiese**

None

### **BOARD LIAISON REPORT – Kellie Blackwell**

None.

### **CATA CEO REPORT – Bradley Funkhouser (Absent)**

Todd Brooks presented a report on behalf of Mr. Funkhouser.

### **Delta Township**

Todd Brooks commented on EATRAN's additional services in Delta Township and a possible millage that is being discussed.

### **New CATA Facility Downtown**

Todd Brooks stated that CATA has begun developing a master plan for CATA's new facility downtown that used to be the old Greyhound building.

Darrin Fowler inquired about the different funding between fixed-route service versus Spec-Tran.

Todd Brooks stated the funding is the same between fixed-route service and Spec-Tran.

## **DIRECTOR OF OPERATIONS – Todd Brooks**

### **Operations**

Todd Brooks commended Staff for their efforts during the tornado warning. He noted that operators did a great job making sure that riders were sheltered until it was safe to be back on the road.

### **Holiday Service**

Todd Brooks stated that riders needing transportation on Easter Sunday can book their trip starting on Sunday, April 6, through Wednesday, April 16.

### **East Lansing Art Festival 2025**

Todd Brooks stated that the Operations Department has been working with the Planning and Development Department and the Marketing Department in order to get buses wrapped and organized in time for the East Lansing Art Festival which will take place on May 17 and 18.

Geneva Smith inquired about CATA's Easter service, and the trips scheduled.

Todd Brooks stated that majority of trips booked on Easter Sunday are to places of worship, private residences and/or restaurants.

Diana Paiz inquired whether Transdev follows the same safety weather protocols as CATA.

Todd Brooks confirmed that Transdev follows the same safety weather protocols as CATA.

### **PARATRANSIT OPERATIONS MANAGER – Craig Frazier**

#### **Paratransit Update**

Craig Frazier stated that the Paratransit Department has been busy and presented an update.

- Approximately 1,100 calls per day
- Over 1,500 Spec-Tran rides per day
- Updating and improving Trapeze software

#### **All Operator Training (AOT)**

Craig Frazier stated that Paratransit Staff has been working on an agenda for AOT. He explained that wheelchair securement platforms have been ordered and will be included in the training as well as blindfolds for a "trust walk" that operators will take part in.

Diana Paiz inquired whether AOT training will include sighted guides.

Craig Frazier confirmed that AOT training will include sighted guides.

### **TRANSDEV – Simone Moore**

Simone Moore stated that Transdev continues to focus on safety, customer service and increasing their work force.

Darrin Fowler inquired about Transdev's operators, including their retention, longevity and contract negotiations.

Simone Moore stated that Transdev tracks operator retention and longevity. She also noted that contract negotiations are still ongoing.

Diana Paiz inquired about CATA's vehicle collisions.

Craig Frazier stated that CATA's incident statistics are available on the National Transportation Database (NTD) website.

### **SERVICE QUALITY SUBCOMMITTEE (SQS) – Erin Shannon**

**See notes Attached.**

**OLD BUSINESS:**

None

**NEW BUSINESS:**

None

**MEMBER COMMENTS/ANNOUNCEMENTS:**

None

**PUBLIC COMMENT:**

None

**ADJOURNMENT:**

**MOTION:**

A motion to adjourn was moved by Geneva Smith and supported by Gill Lemonde.

**VOTE:** Motion passed unanimously.

Chair Wiese adjourned the meeting at 4:04 p.m.

Respectfully submitted,

Darren Horn  
Paratransit Operations Supervisor

Victoria Joseph  
Operations Administrative Assistant