

Thomas Jefferson Regional Transit Partnership

February 28, 2018

4:00 PM

Water Street Center

Committee – Voting Members

Diantha McKeel, *Albemarle Co - Chair*
Kathy Galvin, *City of Charlottesville – Vice Chair*
Fran Hooper, *JAUNT Urban (Alb)*
Patrice Strachan, *DRPT*
Randy Parker, *JAUNT Rural (Louisa)*
Ann Mallek, *Albemarle County*
John Jones, *CAT*
Bill Wuensch, *JAUNT Urban (Alb)*

Staff

Chip Boyles, *TJPDC*
Faruk Hesenjan, *TJPDC*
Wood Hudson, *TJPDC*
Gretchen Thomas, *TJPDC*

Non-Voting & Alternates

Karen Davis, *JAUNT*
Brad Sheffield, *JAUNT*
Jim Foley, *ACPS*
Katie Schwing, *DRPT*
Becca White, *UTS*
Lena Seville, *CAT Advisory Board*
Sally LeBeau, *UVA Hospital*
John Jones, *CAT*

Call to Order:

Chair McKeel called the meeting to order at 4:06 p.m. Members introduced themselves. Ms. Galvin mentioned that Mayor Walker was unable to attend this meeting due to a scheduling conflict but would definitely be at the next one in April.

Matters from the Public:

No public matters were discussed.

Response to Matters from the Public:

N/A

Consent Agenda:

Ms. McKeel noted the handouts at everyone's seat. There was a map of both existing and proposed CAT systems, a CAT route key and letter from Lisa Guthrie re: Transit Funding in the state budget. Ms. McKeel proposed to talk about that letter with a potential action item toward the end of the meeting (this document is attached). Ms. Galvin made a motion to approve the agenda. Ms. Mallek seconded the motion and it was passed unanimously.

Approval of Revised Minutes from October 30, 2017

Ms. Galvin made a motion to approve the revised minutes. Ms. Mallek seconded and they were approved unanimously.

Approval of Minutes from December 20, 2017

Ms. Mallek made a motion to approve the minutes. Ms. Galvin seconded and they were approved unanimously.

Approval of Bylaws

Mr. Hudson explained that the majority of the content for the draft bylaws comes from the MOU. One of the changes made was to Article II, wherein the fourth goal (“Identify Opportunities”) was added to the list.

Ms. Mallek asked whether the RTP “lives on its own” or if it is a function of the MOU.

Mr. Boyles explained that the MOU is the equivalent of a charter. The only way to grow beyond the MOU is to revise the MOU. He also stated that if the MOU does not prohibit an action by the RTP, then the RTP can do it.

Ms. Mallek suggested adding a clarifying sentence in the bylaws to address the legitimacy of the RTP.

Ms. Galvin added that without that clarification, the RTP is just another ad hoc committee.

Ms. McKeel noted in Article III, Section II that Martha Jefferson Hospital, PVCC, the Chamber of Commerce and Greene County Transit were mentioned, but there are none of those members at the table.

Mr. Boyles said an invitation was extended, but there has been no response offering a representative from those organizations to join the RTP.

Ms. McKeel asked Mr. Boyles to extend another invitation to see if he could get a response. If there is no response, the Board may have to edit the Bylaws.

Ms. McKeel also asked in Article V that “vice chair” be added to the second sentence so it reads, “The chair and the vice chair may establish...” Also, she noted to search the document and change any instances of “chairman” to “chair.”

With these changes, Ms. McKeel asked for another draft for review. Mr. Hudson said he would make the revisions and recirculate the draft bylaws to the board members.

FY19 Transit Budget Request

Mr. Boyles noted that the transit agencies submitted their budget requests to their governing bodies, and Staff tried to put it into as similar a format as possible for review.

Mr. Jones noted the packet has previously reported numbers and he had an updated document with the revised information. Those documents are attached. The information contained therein was reviewed.

Ms. McKeel noted that the budget has been submitted to the governing bodies, but she noted that the RTP will be looking for a contract with the transit organizations in the future. This information was the basis to start to familiarize the Board with their budgets and to educate the members so that next year, when it may come time to create a contract, the Board is ahead of the learning curve.

Mr. Boyles said Staff has a sample agreement that other partnerships have created that may help forge agreements within the RTP in the future.

Ms. McKeel asked that he email the document to the committee members prior to the next meeting for their review and to include it in the next meeting packet.

Ms. McKeel asked to make the format of the numerous budgets from CAT/JAUNT/UTS/ Rideshare and the RTP's budgets to look the same and to create performance metrics that are translatable across all the organizations.

Mr. Jones noted that CAT is a fixed-route service which may be more consistent month-to-month and Mr. Sheffield said that JAUNT is a demand-responsive service which makes comparisons a little more difficult because their services fluctuate month-to-month. Mr. Sheffield noted that passengers per hour and passengers per mile should be included.

Mr. Boyles noted that the TJPDC will receive the numbers from the transit organizations and put them into a template that compares the data.

Mr. Sheffield requested that Mr. Boyles get the JAUNT information from the City and County's budget staff so as not to have to reproduce another effort.

Ms. Mallek expressed concerned that the budget staff wouldn't answer questions the same way that JAUNT may answer those questions. She felt it would be important to make a list of questions to get accurate information.

Mr. Jones continued explaining CAT's budget and noted that the operations budget is a little lower than what was reported in the agenda packet. He noted that their Marketing budget is nearly self-supporting.

Mr. Jones went on to explain the additional document he brought to the meeting. This document is attached. That document has driver information and revenue hours. He also explained that the hybrid busses are currently causing major problems and are very difficult and expensive to maintain.

The meeting shifted to talking about JAUNT's budget. Mr. Sheffield passed out additional information on driver wage range and service specs. These documents are attached.

Ms. Galvin asked for further explanation on how JAUNT fits into the regional transportation network for the City residents. She noted that before she can make any recommendation about increasing monies to JAUNT, and potentially take away from another City program, she needs to know the value-added from JAUNT and how their budget compares with CAT's budget.

Mr. Sheffield noted that the City uses JAUNT approximately 1300 hours from the city to rural areas and many of those are ADA-related trips.

Ms. McKeel stated that CAT and JAUNT were pulling drivers from one another and stated it would be important to get a competitive wage for drivers in the region.

Mr. Sheffield reported that JAUNT requested a \$105K to establish a competitive wages and the City Manager's budget declined the request.

Ms. Galvin asked how much the City and the County contribute to JAUNT and to CAT.

Mr. Sheffield said the County contributes 22% and the City contributes 16% to JAUNT's budget. The County contributes 33% and the City contributes 14% to CAT's budget. He reported for JAUNT's drivers, the average wage was \$16.71 and the median wage is \$16.43/hour. The average for CAT's drivers wage is \$17.49/hour and the median wage is \$16.59/hour. Mr. Sheffield also noted it would be important to include Jim Foley into the conversation as well because driver shortage effects the school system as well.

Mr. Foley confirmed that driver shortage is an issue for the schools and higher wages would help retain them. Ms. White said it was a problem at UTS as well.

Ms. White noted that wages are not the only factors considered when drivers take a job. The benefits package included with the job should also be taken into account.

Ms. Galvin asked for a recommendation from the Board re: wage increase for drivers. She wanted to know if the RTP supports the idea of regional parity between drivers in the region.

Ms. Mallek said a statement from the group would be best.

Ms. Strachan, Ms. Mallek, Ms. McKeel and Ms. Galvin together came up with a statement from the Board with support from the rest of the Board: ***"The RTP endorses further investigation of the benefits of establishing a regional driver wage parity among elements of the system."***

There was quite a bit of additional talk about the budgets and all involved were concerned about parity. Mr. Boyles said since this issue is so complex and involved, perhaps there needs to be a sub-committee to address it.

It was agreed that the group will meet at a retreat in the future to discuss the matter further.

Ms. Galvin asked for minutes to be drafted ASAP to be approved ahead of the next meeting so she can take them to the City.

Transit Development Plan (TDP) Presentation

Boris Palchik from Foursquare Integrated Transportation Planning did an abridged presentation and discussed only JAUNT issues and potential solutions due to time restraints.

His presentation is attached.

Mr. Palchik reported that there will be two public meetings in April (April 25th at 6:30 p.m. and April 26th at 9:30 a.m. at City Space) to go over details and there will be ample opportunity for feedback. He noted there will be a stakeholders' meeting as well, including elected officials, service providers, and hospital and University representatives.

Mr. Sheffield recommended that the RTP extends what Foursquare can offer because they have a good understanding of the complexities of the systems.

Ms. McKeel asked that since the consultants will be here for the public meeting on April 25 at 6:30, they could come to the RTP meeting scheduled for 4:00 – 6:00 p.m. that same day. She asked that the consultant's presentation be added to the next meeting's agenda.

Ms. Galvin expressed the need to get the public meeting information to folks at IRC, Neighbor Works, and public housing because there is heavy use of transit within those groups.

Ridership Reports

Faruk Hesenan was prepared to present information and review the numbers with the group, but because of time constraints, Mr. Boyles asked the group to review the report and ask any questions they may have. There were no questions, so the group moved to the next agenda item.

Mr. Boyles noted that at the next meeting there will be more detail discussed.

Staff Updates/Other Discussion

Mr. Foley noted that the County started selling fuel a couple of years ago to JAUNT through the public school's bulk purchasing program and wanted to know if that had been beneficial JAUNT.

Mr. Sheffield said it had not made a big difference but knows that it helps the school system with the bulk fuel purchasing so they would continue at least for another year to see if there is any change for JAUNT.

Ms. McKeel asked if that was something the school system could do for the City schools or with CAT. Mr. Jones said the billing would be too difficult.

Mr. Foley also reported that the Go Driver program has been going quite well.

Mr. Foley noted that the school system is changing in 2022 and there may be a central location that may have longer hours, so there may need to be discussion on how they may be able to transport the City and County students together.

Ms. McKeel stated the action items for this meeting:

- Draft meeting minutes quickly and get them to the Board ASAP
- Reach out to community partners again to see if they want to send representation
- Create a letter from the RTP based off of Laurie Guthrie's letter (attached)
- Retreat about what the group is all about

Ms. McKeel asked for Mr. Boyles to send out potential dates for a retreat in June.

Ms. McKeel also asked about the potential trip down to Greenville and Clemson, SC. Mr. Boyles said he is trying to coordinate getting a group to go down just after the university lets out (within 1 – 2 weeks) to discuss economic development initiatives, Town & Gown initiatives, river and park improvements, and transit initiatives. There is also an electric bus system that the universities use that is located in that area as well which may be beneficial to visit.

Ms. McKeel asked that Mr. Boyles send out potential dates for that trip as well. Mr. Boyles noted that early June may work best.

Ms. Mallek also asked to add identifiers about who the service providers are from the MOU in the bylaws, specifically identifying who is fixed route and who is demand responsive.

Ms. McKeel adjourned the meeting at 6:13 pm.

DRAFT