

MINUTES OF BOARD MEETING
MEMPHIS AREA TRANSIT AUTHORITY
October 22, 2014

CALL TO ORDER: A regular meeting of the MATA Board of Commissioners was called to order by Chairman Sean Healy at 11:00 a.m. on Wednesday October 22, 2014 in the Central Station Board Room at 545 South Main Street.

BOARD ROLL CALL:

Present: Chairman Sean Healy; Vice Chairman, Andre Gibson
Commissioners: Charles Pickard; Lauren Taylor; Shelia Williams; John Vergos; Martin Lipinski; Kristen Bland; Roquita Coleman

Absent: None

Quorum: Yes

Staff: Kenya Banks; Alison Burton; Linda Eskridge; Tom Fox; Ron Garrison; Willie Lewis; John Lancaster; Alvin Pearson,

Guests: MCIL/STAC Attendees: None
Memphis Bus Riders Union: Bennett Foster; Georgia King

Others: Kwasi Agyakwa, MPO; Betty Anderson, Travel Trainer; Michelle Bono, Assistant to the City Manager Tallahassee, Johnnie Mosley, Citizens for Better Services; Nicholas Oyler, MPO; Lonnie Williams

Linda Eskridge, Executive Assistant/Board Secretary welcomed all guest and thanked them for attending MATA's monthly Board of Commissioners Meeting.

APPROVAL OF MINUTES: Mr. Pickard moved for approval of the September 22, 2014 Board Minutes. Ms. Williams seconded the motion and minutes were unanimously approved.

ACTION ITEMS:

A. FINANCE COMMITTEE

None

B. SERVICE AND DEVELOPMENT

1. **Resolution to Adopt Title VI System-Wide Service Standards Policies – Res. No. 14-51**

Resolution to Adopt Title VI System-Wide Service Standards Policies – Res. No. 14-51

Discussion: This resolution was presented by Mr. John Lancaster, Manager of Planning. The service standards and policies document distributed to the Board establishes system-wide service standards and policies as required by FTA for all MATA fixed-route transit services. Mr. Lancaster explained the four service standards and the two service policies required by FTA. *Mr. Vergos moved that Resolution No. 14-51 be put on floor for discussion. Mr. Gibson seconded the motion.* Mr. Vergos asked about the service availability standards and how the fixed-route service area boundary is defined. Mr. Lancaster stated that the service area boundary is roughly defined by a three-quarter mile radius of existing fixed-route service and that when you change the service area boundary, you are changing the calculation of percentage of population within the service area boundary. Mr. Pickard asked how do the standards compare to the old standards. Mr. Lancaster stated that all of the standards are new except for the on-time performance standard. Another question was raised concerning the approaching deadline to have the Title VI Program approved. Mr. Lancaster stated that MATA is required to submit the updated Title VI Program by December 1, 2014, and that we have to complete our monitoring analysis using the Board adopted standards. Mr. Pickard asked should we be comfortable with the on-time performance percentages. Mr. Garrison stated that we know we can meet these percentages; however our goal will be much higher going forward. Going forward our goal will be 20% to 30% higher than what we have now. Dr. Fox stated this is just for the Title VI Program. Mr. Gibson asked what can we expect in regards to the service monitoring results. Mr. Lancaster stated that MATA is working on this now. Mr. Garrison stated that we will be bringing service monitoring results back to the Board at the next Board Meeting. **Resolution No. 14-51 was unanimously approved.**

2. **Resolution to Approve DBE Goal for Fiscal Years 2015-2017 – Res. No. 14-52**

Discussion: This resolution was presented by Mr. Willie Lewis, Manager of Security, ADA, and DBE Compliance. MATA is required to have a DBE goal because we are a recipient of Federal funds. MATA received an approval on September 30, 2014 and MATA's DBE goal is 7%. The previous three-year participation was low. In 2012, 3.05%, 2013 3.35%, and 2014 2.85%, which is an average of 3.05%. This year we are looking at a 7% DBE goal, which staff is recommending for Board's approval. *Ms. Taylor moved that Resolution No. 14-52 be put on the floor for discussion. Ms. Williams seconded the motion.* Mr. Lewis explained the difference between Race Neutral and Race Conscious. Mr. Gibson asked what happens if the goal is set to 7% and we only meet a 3.05% goal. Mr. Lewis stated that whenever you consistently fall short of your goal you have to do a goal analysis and send it to the FTA. Mr. Gibson also asked if we have a lowering of the goal approved by FTA. Mr. Lewis stated that FTA does not actually approve the goal, but approve the method by which you arrived at the goal. Mr. Pearson stated that part of that also contributes to the percentage of work that is available to bid, and that you have to have enough certified disadvantaged businesses in the area that can bid on the work. Mr. Gibson requested staff consider a meeting in the future to provide more clarity of the methodology.

Mr. Garrison stated he hopes that working with the MMBC we can further develop programs to get more agencies to become DBE certified, thereby over time help to increase our goal. Mr. Healy stated the goal and outcome is what we should be focused on. Ms. Coleman offered her assistance on this and stated that she would have some information by next month that she can share with Mr. Lewis. Chairman Healy stated that we do need to focus on our outreach participation to get more DBE certification and participation. Resolution No. 14-52 was approved by Majority Vote. Mr. Andre Gibson voted Nay.

3. Resolution to Award a Contract to P & E Development for Repairs to Administration Building's Rear Steps and Surrounding Parking Area - Res. No. 14-53

Discussion: This resolution was presented by Mr. Alvin Pearson, Assistant General Manager. MATA sits on a landfill at Levee Road and has suffered extensive deterioration. We are proposing a contract to do some repairs on the Administration Building coming into the bus operators area as well as some other pavement repairs. Three bidders were responsive and the lowest was P & E Development at \$260,000. There was a 11% DBE goal assigned to this project; however, they exceeded the goal by 75%. Staff is asking for Board's approval to proceed. *Mr. Lipinski moved that Resolution No. 14-53 be put on the floor for discussion. Mr. Vergos seconded the motion.* Mr. Vergos mentioned the disparity in the amounts, and asked if MATA feels comfortable that P & E is capable of doing the work. Mr. Pearson stated they did some reference checks and found that P & E has done excellent work for the City as well as for the State. This job is a bonded and someone will be monitoring the job as well. If the job does not meet the standards, the bond will be pulled. Resolution No. 14-53 was approved by Majority Vote. Ms. Sheila Williams voted Nay.

FINANCIAL REPORT

Gil Noble

No Financial Report was presented

MARKETING REPORT

Alison Burton

No Marketing Report was presented

PERFORMANCE MEASURES REPORT

September 2014

Dr. Tom Fox

Staff will continue to work on better visual representation, as requested by the Board when presenting this information. For the month of September, seven measures exceeded our target, two measures that were within 10% of the target, and 10 were below the target. Most of the accidents that we experienced were very minor in nature, and we are working hard to get those back under the target.

GENERAL MANAGER'S REPORT

Mr. Ronald Garrison

This month was focused on preparing for the Board of Commissioners Retreat. Mr. Garrison gave a very brief synopsis on the month of October to include:

- Worked with senior staff, and other managers on a SWOT analysis
- Scheduled experts to coming in to work with the trolleys.
- Update/conference call meeting with FTA and TDOT
- Other Meetings
 - Chamber President and staff member
 - Congressman Cohen and later with Brittany Henandez, Cohen's Legislative Assistant.
 - Senator Corker's Legislative Assistant, Hunter Bethea
 - Spoke at the Kiwanis Club.

As stated earlier, this month was mainly focused on preparation for the Board Retreat.

SPEAKERS:

- **Ms. Georgia King, 741 Adams Ave. #101, Memphis, TN - Memphis Bus Rider's Union** - Concerns: Bus drivers do no wait for customers to sit down when boarding the bus before pulling off. They would like to have a public announcement (PA) system to assist customers with directions when deboarding the bus for transfer connections. They would like to see a continuation of police security on buses, and feels this would also assist with crime prevention. They are asking for more time for connecting customers at transfer points. There is a huge concern with the overcrowding of the 50 Poplar, and are asking for this route to be monitored for overcrowding. Mr. Alvin Pearson will take care of the monitoring of the 50 Poplar. Mr. Garrison will have staff meet with Ms. King directly after the Board Meeting, and get more information from Ms. King on her concern, and assures her that we follow up with her on what will be done to resolve the concerns, and follow up again in a few weeks or months to see if the issues have been resolved. Ms. King agreed to remain after the meeting.

OLD/NEW BUSINESS:

Chairman Healy called for any old/new business to come before the Board. Mr. Pickard mentioned the discussion about additional cameras around the Hudson Transit Center, and if there has been any discussion regarding body cameras.

Mr. Pickard stated this may be an expensive endeavor, but will provide more coverage than what we are getting at present. Mr. Pearson stated that staff will follow up and look at the feasibility of doing something regarding body cameras. Mr. Bennett Foster spoke about the security cameras, and stated that his only request is to make sure that the cameras that are installed cover the entire parameter.

The next Board Meeting is slated for November 24, 2014. A notice will be sent out in the event of any change in the date of the meeting. It will also be posted on MATA's website.

Chairman Healy called for a motion to adjourn. Ms. Coleman moved that the meeting be adjourned. Mr. Vergos seconded the motion and the meeting was adjourned.

Mr. Sean Healy
Chairman of the Board