



MINUTES

Joint Meeting of the Central Maryland Transportation & Mobility Commission and the Central Maryland Transportation & Mobility Consortium

March 27, 2018

Allen Cornell called the meeting to order at 1:05p.m. Present were:

Commissioner Members:

Allen Cornell, Chair
Ron Dillon, Vice Chair
John Spencer
Judith Davis
Michael Dyer

Commissioners Not Present:

Earl Armiger
Robert Love

Staff:

Cristin Tolen, RTA
Stephanie Dittman, RTA
Susan Poole, RTA
Ron Skotz, RTA
Suzanne Brown, RTA
Victor Jimenez, RTA
Kevin Randall, RTA
Elaina Evans, RTA
Gina Parnell, RTA
Ramond Robinson, Anne Arundel County
Crystal McGill-Belk, Anne Arundel County
Nathan Grace, City of Laurel
Clive Graham, Howard
Kathleen Donodeo, Howard County
Jai Saunders, Howard County
Ron Crites, Prince George's County
Anthony Foster, Prince George's County

1. Approval of the February 27, 2018 Joint Meeting of the Central Maryland Transportation & Mobility Commission and the Central Maryland Transportation & Mobility Consortium Meeting Minutes. (1:20)¹

The February 27, 2018 meeting minutes were approved.

2. General Manager Report (1:48)

Cristin Tolen provided an overview of the February GM Report.

Allen Cornell requested a recap of the March 21st snow storm and the communications notification to alert riders of cancelled services. Cristin explained that service was cancelled prior to 11:00am. Notification was made utilizing social media in addition to the RTA website. Supervisors, in regular RTA vehicles, were monitoring bus stops to ensure that no riders were left stranded.

Two organizations have expressed interest in exterior bus advertising. Due to the nature of services being promoted by the organizations staff was seeking guidance and comments from the Commission.

Sue Poole will distribute the advertising policy to the Commissioners for review, prior to the April 24th Commission meeting. (7:37)

3. Commission Ethics Update (11:04)

Clive Graham provided follow up on the Commission ethics requirements. Commissioners are subject to the ethics requirements of the appointing jurisdiction, but Howard County's law does not apply to its commissioners. Howard County has drafted a self-declaration of ethics statement, which its commissioners have signed. The statement can be revised for utilization by the other jurisdictions if needed.

4. February 2018 Financial Report (18:00)

Suzanne Brown provided an overview of the financial performance through February 28th.

5. RTA Proposed FY2019 Budget Presentation (29:35)

Cristin Tolen provided a presentation on the FY 2019 budget for the Commissioners consideration. The presentation included two budget scenarios: 1) a proposed budget for FY 2019 keeping all services level with FY 2018, and 2) an FY2019 budget removing the 201 and 202 Routes from the RTA service area effective July 1, 2018.

Effective July 1, 2018, Anne Arundel County plans to provide a free shuttle to BWI, with RTA 501 service ending at Arundel Mills.

¹ Minute references are to the meeting audio recording; see link on the TransitRTA.com/CMTMC website.

The request was made to look at the overhead (fixed costs) and make reductions necessary to help balance the budget without impacting service. Cristin said she would prepare a spreadsheet outlining proposed reductions to fixed costs and distribute a week prior to the next commission meeting.

Allen Cornell concluded that the Commission was not able to recommend proposed budget for FY2019 today.

Cristin Tolen will provide the revised proposed FY2019 budget with additional budget reductions no later than a week prior to the April 24th meeting to allow ample time for review.

6. Transit Development Plan Update (1:20:35)

Clive Graham shared that Howard County has a County Council Meeting scheduled for Monday, April 16th. Clive will send an email inviting staff to testify at the meeting.

Crystal McGill-Belk commented that the TDP for Anne Arundel County is with Council for review.

7. Commission Webpage (1:22:07)

Sue Poole provided an update on the Commission Webpage on the RTA website. Clive Graham requested that Commissioners provide their bios and headshots for the webpage prior to the Public Hearing on April 24th.

8. Riders Advisory Council (1:23:58)

Clive Graham has two Howard County riders willing to serve on the RAC and asked for updates from the other jurisdictions on providing two representatives from their jurisdictions to be part of the Riders Advisory Council.

Sue Poole has posted the announcement on the buses in addition to social media postings. Clive has suggested that the drivers provide recommendations from daily passengers that may be willing to serve on the RAC Council.

Clive would like to wait until the April meeting to decide on how to proceed with identifying members to serve on the RAC.

9. Public Hearing: Coordinated Fare Policy/Route 501 (1:25:07)

The Joint Meeting of the Central Maryland Transportation & Mobility Commission and the Central Maryland Transportation & Mobility Consortium will hold a public hearing on April 24th, 2018 at 6:00 p.m..

Sue Poole gave an overview of all communication efforts completed to satisfy the proposed fare media policy. All elements were completed prior to the 30 day public notice. Ron Dillon commented on the professionalism of the brochure and attention to communicating details to the riders.

10. Other Business (1:32:48)

Kathleen Donodeo will be leaving the Howard County Office of Transportation. Her last day with the county will be March 28, 2018.

11. Adjournment

Future Meeting Dates (1:31:30):

Public Hearing, Tuesday, April 24th, 2018, 6:00 p.m.

J. Davis moved to adjourn the meeting, Allen Cornell seconded and the meeting was adjourned at 2:45pm.

Acronyms

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| AAC | Anne Arundel County |
| PGC | Prince George's County |
| RTA | Regional Transportation Agency |
| RAC | Riders Advisory Council |
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