

RTA Monthly Report

January 2019





Joint Meeting

Central Maryland Transportation & Mobility Commission and Central Maryland Transportation & Mobility Consortium

1:00 p.m. February 26, 2019

8510 Corridor Road, Suite 110, Savage, MD

AGENDA

	Welcome	Allen Cornell
1	Review of meeting minutes from January 22, 2019.	Allen Cornell
2	RAC Review of meeting minutes from January 10, 2019.	Astamay Curtis
3.	General Manager Report	Cristin Tolen
4.	January Financial Report	Suzanne Brown
5.	FY2020 Budget Discussion	Cristin Tolen
6.	Transit Development Plan Implementation Status Update	Chris Eatough/Jason Quan
7.	Public Comment Period	Speaker List (3-minute limit per person)
8.	Adjournment	

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Topic: Review of Meeting Minutes for January 22, 2019

(Allen Cornell will provide a verbal review)

Requested Action

Provide input and ask questions of staff.

Topic: RAC Review of Meeting Minutes from January 10, 2019

(Astamay Curtis will provide a verbal review)

Requested Action

Provide input and ask questions of staff.

Topic: General Manager Report

A. Notable Activities for the Month of January are as follows:

- New Employees: We held a class for new employees in January with a total of five (5) new/returning employees – two (2) Fixed Route CDL operators (includes 1 driver returning from long-term medical leave); one (1) Non-CDL paratransit driver; one (1) maintenance technician, and one (1) call center representative.
- Staffing Changes/Updates: Kevin Randall, the AGM of Maintenance left the RTA in late-January. First Transit has interviewed multiple candidates, and we anticipate filling this key position as quickly as possible.
- We completed the interview process for the Transit Analyst/Planner position. We hope to have a new person on-board in the next few weeks. The recruitment process for a Grants and Compliance Manager has begun. We hope to expedite the recruitment process and get this position filled as quickly as possible.
- Commission Changes: Howard County's representative Earl Armiger has stepped down from Commission effective January 25, 2019. Howard County is currently in the process of finding a replacement.

- Inclement Weather Events: We experienced two (2) inclement weather events during the month. Service was delayed on Sunday, January 13th and limited stop closures at our regular start time on the 14th. The second event took place on Wednesday, January 30th and we ran regular service with limited stop closures. There were no vehicle accidents during either event.
- TDP Implementation: RTA staff continued to work with the project team on the TDP implementation planned for May 5, 2019.

B. Safety

RTA experienced three preventable vehicle accidents, one preventable passenger accident, and one preventable employee accident during the month of January.

Preventable Accident Summary:

- A semi flatbed truck made contact with the bus making a left hand turn onto Brokenland Parkway. Other driver was found at fault. RTA considered this preventable as our vehicle was making a turn from the improper lane. No injuries were reported.
- While making a left turn onto Stanford Boulevard the bus came in contact with other vehicle stopped at the stop sign. RTA considered this preventable due to our vehicle not waiting for proper clearance before turning. No injuries were reported.
- While turning onto Cradlerock Way, a vehicle slammed on its brakes and the bus rear ended the vehicle. The driver of the other vehicle was found liable due to intentionally causing the accident. RTA considered this preventable due to improper following distance during the turn. No injuries were reported.
- While servicing the stop at Wild Lake a passenger exited the bus and fell on the ice.
- An RTA employee slipped and fell on an icy patch of grass at the Mall in Columbia. RTA considered this preventable because the employee did not use clear path that was available. This incident resulted in the one workers comp injury for the month.

	PREVIOUS YEAR JANUARY 2018	CURRENT YEAR JANUARY 2019	PERCENT CHANGE
<u>SAFETY</u>			
Accidents – Total	4	3	(25%)
Accidents - Preventable	1	3	
Accidents – Non Preventable	3	0	
Client Accidents - Total	1	1	0%
Client Accident - Preventable	0	1	
Client Accidents – Non Preventable	1	0	
Workers Comp (EE Injury)	3	1	(67%)

We conducted our Monthly Safety Meeting during the month of January (Driving Fundamentals).

We did not meet our monthly quota for the Drug and Alcohol Random Compliance Program for the month of January. One of the candidates randomly selected from Columbia Cab, our contractor, was out of the country and unavailable.

Communications/ Marketing/ Outreach Efforts

January communications focused mainly on the TDP and planning communication elements necessary to inform riders of the approved changes that go into effect on May 5, 2019. Communication elements include, print and digital advertising, geo-targeting key hub locations and outreach plan.

Operations is finalizing timetable schedules along with mapping of new routes. The RTA website will host the finalized communication brochure, 2-page flyer and supporting schedules starting end of March. In conjunction with the TDP, RTA will promote our real-time data app, RouteShout 2.0. Increasing our user base prior to the TDP launch, gives riders hands on experience using the app, builds confidence and will ease confusion when the new schedules take effect. Riders receive timely notifications of service changes without relying on calling customer service or referencing an outdated paper schedule.

Bus advertising for the White Coat Waste Project (animal testing) will begin in 7 days. Several buses mostly located in the Prince George's service area will have advertising. Ads will be hosted for 4 weeks with a revenue generation of \$3,000. An advertising meeting occurred with Vector to discuss the current contract and acceptable forms of advertising. RTA will consult with WMATA and MTA for contract changes. RTA will be moving forward with a one-year extension on the current contract which expires June 30, 2019.

Advertising Revenue

- Bus advertising revenue for January was \$1,470.00. Several contracts expired however, Vector feels the Maryland Department of Health contracts will be picking up in the near future.

RTA Partners Agenda
Item 4
2/26/19

Topic: January 2019 Financial Report

(Suzanne Brown will provide a verbal update)

Requested Action

Provide input and ask questions of staff.

RTA Partners Agenda
Item 5
2/26/19

Topic: FY 2020 Budget Discussion

(Cristin Tolen will provide a verbal update)

Requested Action

Provide input and ask questions of staff.

RTA Partner's Agenda
Item 6
2/26/19

Topic: Transit Development Plan Status Update

(Chris Eatough and Jason Quan will provide a verbal update)

Requested Action

Provide input and ask questions of staff.

RTA Partners Agenda
Item 7
2/26/19

Topic: Public Comment Period

(Individuals who signed up to speak will be given 3 minutes)

Requested Action

Provide remarks to be recorded.

RTA Partner's Agenda
Item 8
2/26/19

Adjournment