



MINUTES

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

March 26, 2019

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

Commissioner Members:

Allen Cornell, Chair
John Spencer
Judith Davis
Michael Dyer
Robert Love

Staff:

Cristin Tolen, RTA
Andrew Johnson, RTA
Stephanie Dittman, RTA
Susan Poole, RTA
Suzanne Brown, RTA
Elaina Evans, RTA
Victor Jimenez, RTA
Nathan Grace, City of Laurel
Chris Eatough, Howard County
Jason Quan, Howard County
Jai Saunders, Howard County
Allison Calkins, Howard County
Ron Crites, Prince George's County
Ramond Robinson, AA County
Astamay Curtis, RAC Chair

Commissioners Not Present:

1. Approval of the February 26, 2019 Joint Meeting of the Central Maryland Transportation & Mobility Commission and the Central Maryland Transportation & Mobility Consortium Meeting Minutes. (00:35)¹

The February 26, 2019 meeting minutes were approved.

2. General Managers Report (01:07)

Cristin Tolen gave the February General Manager's report (see attachment).

- Staffing additional drivers for TDP route enhancements

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

- AGM Maintenance employment offer to candidate
- Transit Analyst starting April 1st
- Grants and Compliance Manager open position, moving forward with internal and external candidates
- Two February weather inclement events; one required service cancellation; Explanation on factors that contribute to decision for continued service during inclement weather.
- Focus on TDP launch, May 5th
- RAC met March 14th, moving forward, the month following the RAC meeting Astamay Curtis will provide updates on the issues presented and any actions taken at the RAC meeting.
- Second month that the drug/alcohol random compliance program was not being met due to taxi vendor employees out of the country. Allen Cornell expressed concern regarding this reoccurring and suggested shopping for a new taxi vendor.
- Sue Poole provided full TDP marketing campaign promoting route changes and the RouteShout 2.0 mobile app. Release of advertising samples, campaign launching April 1st - April 5th, two page flier and several pages from the booklet (front cover, back cover and interior) for the TDP/RouteShout 2.0 marketing campaign. Explained the Baltimore Sun Media Group advertising campaign, to include one run of the system map full page and three ¼ page advertisements. April 17th, digital campaign advertising to include TDP routes and RouteShout 2.0.
- TDP Outreach locations, April to Mid-May assisting riders with downloading RouteShout 2.0 and sharing route changes. Interior bus signs to be on buses next week. Baltimore Sun Media Group campaign, 130,000 copies to contain Zfolds to be included with print newspapers, highlighting new routes and highlighted stops.
- Drivers provided with RTA RouteShout 2.0 t-shirts to promote the app for real time bus tracking
- TDP Video series containing interviews with drivers and General Manager in development. Videos will be created by Howard County PIO department and RTA hosted on websites, social media channels and cable TV.
- Outreach calendar to be posted on the RTA website. Dates to include prior to and the week after the release of the May 5th TDP. Staff personnel from RTA and Howard County involved in outreach.

3. Election of Chairperson and Vice-Chairperson

Executive session for the election appointment conducted after the meeting.

4. February 2019 Financial Report (28:10)

Suzanne Brown provided an overview of the February 2019 Financial Report.

- There was discussion regarding RTA conducting an exit interview when employees leave the company. Approximately half of the employees are interviewed, with the majority leaving due to the offer of a higher salary compensation.
- Suggestion to provide a list of how many employees left due to better pay as a way to request and receive additional funding. J. Davis suggested collecting the yearly data, along with other reasons to uncover issues that may cause employees to seek employment elsewhere.

5. Transit Development Plan/Implementation Calendar and draft materials (33:50)

- Sue Poole provided the TDP implementation presentation earlier in the agenda (see General Managers Report).

6. Open Public Comment Period (34:15)

- Request that the Commission approve the inclusion of RAC committee members to the open slots available (four currently) and not limit the committee representation to two representatives per jurisdiction.
- A more formalized committee is needed for streamlining presentation of issues to the Commission. Current bylaws do not provide details. Looking to bring RAC representation ideas to the Commission for approval.
- Add the additional four members from the two open jurisdictions (Anne Arundel County, Prince George’s County/City of Laurel) as volunteers within these jurisdictions provide representation.
- The RAC meetings are open to the public as an equal forum, everyone is welcome to attend
- RAC committee members are provided with transportation to attend the quarterly meetings. Advance transportation scheduling is required.

7. Adjournment (46:35)

The meeting was adjourned at 1:50pm, to proceed into Executive session for discussion of the next appointment of Chairperson and Vice-Chairperson.

Future Meeting Dates:

Next Commission Meeting – Tuesday, April 23rd, 1:00PM, RTA Administrative Office
RAC Meeting – Thursday, May 23rd, 6:00PM, Howard County Library Central Branch, Warfield Room

Acronyms

AAC	Anne Arundel County
PGC	Prince George’s County
RTA	Regional Transportation Agency
RAC	Riders Advisory Council
TDP	Transit Development Plan