



## MINUTES

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

June 29, 2020

Judith Davis called the meeting to order at 2:05PM. Present were:

**Commissioner Members:**

Allen Cornell (Chair)  
Judith Davis (Vice Chair)  
John Spencer  
Robert Love  
Christine Wells  
Ron Skotz

**Staff:**

Cristin Tolen, RTA  
Andrew Johnson, RTA  
Susan Poole, RTA  
Stephanie Dittman, RTA  
Shawn O'Meara, RTA  
Victor Jimenez, RTA  
Jim Rippeon, RTA  
Cole McCarren, RTA  
Diane Adams, RTA  
Crystal McGill-Belk, Anne Arundel County  
Jason Quan, Howard County  
Jai Saunders, Howard County  
Allison Calkins, Howard County  
Ron Crites, Prince George's County  
Astamay Curtis, RAC Chair

**Commissioners Not Present:**

Michael Dyer

**Open Public Comment Period.**

- No comments were provided during the open public comment period.

Ron Skotz was introduced as a Commission Member, representing the jurisdiction of Prince George's County.

- 1. Approval of the April 28, 2020 Joint Meeting of the Central Maryland Transportation & Mobility Commission and the Central Maryland Transportation & Mobility Consortium Meeting Minutes.**

The April 28, 2020 meeting minutes were approved. It was noted that Ron Skotz was “abstaining” from the vote of approval due to not attending the meeting.

## **2. Review of RAC meeting minutes from May 21, 2020**

The May 21, 2020 RAC meeting minutes will be reviewed for approval at the September 13<sup>th</sup> RAC meeting.

Astamay provided a report based on the May 21, 2020 meeting minutes. (see attachment).

## **3. General Managers Report**

Cristin Tolen gave the June 2020 General Manager’s report (see attachment).

- Discussion ensued regarding the Vector Advertising contract due to expire on June 30<sup>th</sup>. The option of a piggy back contract is not available due to a discrepancy in the same scope requirement pertaining to the monthly guarantee. RTA is seeking a sole source 6 month contract extension with Vector upon approval of MTA. An RFP (request for proposal) will be released to obtain a new advertising contract effective January 1, 2021.
- Further explanation was shared regarding the inability to conduct monthly Safety Meetings due to the necessary technology required for staff to attend the meetings.
- To ensure the safety of drivers when collecting fares, a plexiglass barrier will be installed on all buses. Projected date of fare reinstatement is set to begin August 1<sup>st</sup>. Notice to riders will be provided 30-days in advance.
- The GPT \$1.00 increase (\$4.00 to \$5.00) per one way trip, will be effective October 1<sup>st</sup>.

## **4. April Financial Report**

Shawn O’Meara provided an overview of the April Financial Report.

- 19 percent down compared to budget
- Down 8 percent pre-COVID-19
- No fare collection since March 18<sup>th</sup>
- Loss of \$100,000 per month due to non fare collection
- \$29,000 Net surplus through April

## **5. FY21 Budget Discussion**

Shawn O’Meara provided an overview of the FY21 Budget.

- Cristin presented end of April, as a 3 percent increase from FY20, due to the increase in labor costs, COVID-19 loss of fare revenue \$100,000, re-negotiation of the CBA with the Union.
- Adjustment made to the removal of extra driver positions
- Adjustment for the removal of non-fare collection for July 2020
- Non labor remains flat; fuel cost for FY20 overestimated
- There was discussion regarding the 10 percent increase to health care across the board

- Suggestion to negotiate the Union CBA at a lower driver pay increase. Cristin shared that the current pay for drivers is \$2.00 lower an hour by standards and the need to balance managing the budget and keeping drivers.
- Service in Anne Arundel County reflect the removal of 201 and 504 in the first quarter.
- Increase by 3,400 service hours
- The City of Laurel will provide their jurisdictional support of \$75,000 of the \$1.8 budget jurisdictional contribution for Prince George’s County.

**A motion was made by Ron Skotz to recommend the FY21 budget. A second motion was made by Allen Cornell. All in favor 6-0, with full jurisdictional representation.**

**6. COVID-19 Response Update**

Andrew Johnson/Shawn O’Meara provided information on the COVID-19 response.

- Over \$42,000 in PPE and disinfecting supplies, \$16,000 in overtime for sanitizing plans.
- Bruce Gartner and Jason Quan, Howard County, are working on the grant funding reimbursement application.
- Hours, expenses (including portable bathroom costs at the Mall in Columbia) are submitted each week along with lost revenue.
- Drivers continue to work an average of 25 hours per week, paid for 40 hours per week.
- Anticipate seeing the grant reimbursement, submitted to MTA, in FY21.
- To date, five RTA drivers have tested positive.

**7. June 14<sup>th</sup> Partial Service Restoration**

Andrew Johnson/Jason Quan provided updates for the June 14<sup>th</sup> partial service restoration.

**8. Adjournment**

**Future Meeting Dates:**

Next Commission Meeting – Tuesday, September 22<sup>nd</sup>, 1:00PM, RTA Administrative Office  
RAC Meeting – August 13<sup>th</sup>, 6:00PM, TBD.

The meeting was adjourned at 3:10pm.

Acronyms

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