



MINUTES

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

June 20, 2023

Ron Skotz called the meeting to order at 1:30 pm. Present were:

Commissioner Members:

Judith Davis (Vice Chair)
Ron Skotz
Robert Love
Claudia Barber
Christine Wells
Samuel Snead
Michael Dyer

RTA Staff:

Shawn O'Meara, RTA
Preston Reed, RTA
Victor Jimenez, RTA
Jason Quan, RTA
Bruce Gartner, Howard County
Crystal McGill-Belk, Anne Arundel County

Commissioners Not Present:

Allen Cornell (Chair)

Presenters:

Will Sutton, KFH Group

1. WELCOME – Ron Skotz
2. OPEN PUBLIC COMMENT PERIOD – None
3. COMMISSION MINUTES – Ron Skotz
 - J. Davis moved to approve the minutes, noting the correction of typographical errors.
 - Approval of the minutes were seconded by M. Dyer.
4. GM REPORT – Jason Quan
 - Human Resources
 - Recruitment efforts are underway to fill several recently vacated positions, which includes:
 - Parts Manager
 - CDL Classroom Trainer
 - Recruitment continues for CDL drivers for fixed route.

- CDL training classes continue to proceed adding a more holistic approach which integrates RTA's internal policy & procedures, and the advantages of being an RTA employee.
- R. Skotz pitched the idea of opening the program up to external organizations and charging a fee – with the main objective of helping to get RTA fully staffed with CDL drivers.
 - J. Quan noted that such discussions have occurred; however, the legality of charging a fee might be in violation of RTA's statutes.
 - Also, such expansion would require an increase in RTA's training staff and related resources.
- R. Skotz noted that the maintenance vacancies seem high with 5 vacancies.
 - J. Quan commented that this figure reflects vacancies in 3 shift-supervisors, and 2 mechanics.
- Operations/Service
 - Over last year, the fixed-route ridership continues to rise.
- On-time Performance
 - Increase of 2.5 percentage from the last quarter.
 - Focus remains to tackle the 'early' timepoints.
 - Paratransit has been trending up with 25% more ridership than last year.
 - B. Gartner encouraged CMTMC members to continue their jurisdiction efforts to assist RTA in increasing ridership by extending bus routes, adding new routes, etc.
- Service Changes
 - On July 9th RTA will implement two major service changes:
 - Route 405, which will provide exclusive local service in Ellicott City, and expands service to Pine Orchard Apartments and Goodwill in Ellicott City.
 - C. Wells asked if RTA has any marketing plans directed towards the Goodwill employees, and the community.
 - J. Quan noted that RTA has already begun marketing the new route(s); and will ramp marketing efforts up closer to the roll-out – which will include Goodwill.
 - Route 505 will be a new route that goes from Columbia to Ellicott City, to Catonsville.
 - B. Gartner noted that MTA has future plans to provide faster services into Downtown, Baltimore.
 - R. Skotz noted that historically it has been a big concern on connecting MTA and RTA between Catonsville and Baltimore.
 - J. Davis wanted to clarify to everyone that although the routes are being labeled 'new', both Routes 405 & 505 have already gone through the approval process by the committee, community members, and legislators.
 - J. Davis also noted that WMATA is doing a '*Better Bus Initiative*', and recalls a proposed route that goes from Greenbelt station to Laurel, mirroring a similar

route as RTA. J. Davis is curious if RTA and WMATA are in communications with each other on this matter as well as other transit planning strategies.

- J. Quan noted that such a collaboration has not occurred at this time and recalls that such attempts in the past (which were often initiated by RTA), was not successful.
 - J. Davis will try to get the proposed Greenbelt Station route reports to J. Quan for his awareness.
 - R. Skotz recalls that in past years WMATA was always represented in the CMTMC meetings and suggested that an invitation should be renewed.
 - i. B. Gartner noted that his team, and some of the CMTMC Prince George's members regularly attends WMATA meetings and will bring it up at the next meeting.
 - ii. Additionally, J. Davis will mention such collaboration on the next WMATA meeting for the Greenbelt's comments.
- RTA has received 20 brand new buses: 11 transit buses; 9 cutaways; RTA is expecting two more brand new transit buses to arrive at the end of July '23 or early August '23.



- Maintenance
 - Road call tows are dramatically down with single digit tows.
 - Maintenance issues have been with transmission and emission system failures on the buses (mainly the ENC buses, not necessarily with the Gillig buses).
 - RTA's maintenance team has been quick to address bus issues directly on-the-road to minimize down time and avoid towing.
- Planning & Outreach
 - Automatic Passenger Counter (APC) Project is near completion as it is pending APC certification with the FTA.
 - Automatic Voice Annunciator is successfully completed on two piloted vehicles. RTA is awaiting price quotes from a selected vendor for all of the buses.
 - Automatic Ticket Validators have been installed on all fixed-route buses. RTA staff is working with Token Transit on running tests on the validators. Estimated soft-launch is in

late July 2023, with a hard-launch towards the end of Summer. A formal marketing/instructional campaign for the public will be developed.

- The TAM Rodeo was held on April 15, 2023, at Dorsey MARC Station. RTA Paratransit Bus Operator, Michelle Joyner, earned a third-place finish in the Rodeo Competition. Michelle represented RTA at the National Community Transportation Competition in Oklahoma City, OK on May 20-21, 2023.
- RTA staff participated in the Howard County Bike-to-Work Week event on May 19, 2023, in Downtown Columbia.
- Atholton High School outreach to students with special needs on using RTA.
- RTA participated in the Howard County Bring Your Child to Work Day event.
- Safety
 - RTA experienced 3 preventable vehicle accidents, 7 non-preventable accidents, and 2 workers comp injury during the quarter so far.
 - R. Skotz asked if when accidents occur, do violators stop.
 - J. Quan noted that in general, they do.

5. FY 2024 PROPOSED BUDGET RECAP – Shawn O’Meara

- Since last budget meeting in May – pertains to the total expense, it increased by 195,000.
 - Vehicle insurance increased by 13%.
 - Workers' Compensation insurance increased by 5%.
 - In response to a question asked by R. Skotz, B. Gartner noted that ‘insurance increases’ appears to be a national trend for all industries – not just transit.
- To review the proposed budget recap, please see the attached FY 2024 Proposed Budget Recap document that was prepared by S. O’Meara.
- R. Skoltz proposed to accept budget recaps.
- Budget recaps were accepted by the committee.

6. RAC MINUTES – LARRY MAY

- J. Quan noted that Jorge Tirigall has stepped down from the RAC as Vice Chairperson.
- For a review of the RAC minutes, please see the attached RAC Minutes document.

7. TRANSIT DEVELOPMENT PLAN UPDATE – KFH Group

- See attached TDP Presentation

8. NEXT COMMISSION MEETING (12/12/2023) – Jason Quan

9. ADJOURNMENT

Next Regular Commission Meeting – Tuesday, December 12th, 2023, 1:00PM

RAC Meeting – (meetings.transitRTA.com/RAC)

Acronyms & Meanings

CMTMC	Central Maryland Transportation & Mobility Commission
TAM	Transportation Association of Maryland
KFH Group	Consultants to the the transit industry
PGC	Prince George's County
RAC	Riders Advisory Council
RTA	Regional Transportation Agency
TDP	Transit Development Plan
WMATA	Washington Metropolitan Area Transit Authority
MTA	Maryland Transit Authority
MARC	Maryland Area Regional Commuter