

CITIZENS ADVISORY COMMITTEE (CAC)
OF THE MASS TRANSIT DEPARTMENT BOARD (MTDB)
APRIL 15, 2014

MEETING MINUTES

1. **Call to Order and Roll Call.** Meeting was called to order at 2:01p.m. The following Committee Members answered to roll call:

	<u>Present</u>	<u>Absent</u>
MO – vacant		
D1 – Donald G. Pearson, Vice-Chair	P	
D2 – vacant		
D3 – Everardo Sanchez	P	
D4 – John Eger	P	
D5 – Aziz Afravi		A
D6 – vacant		
D7 – Ben Foster	P	
D8 – Leah M. Osborne, Chair	P	
ALT – vacant		
ALT – vacant		
ALT – vacant		
2. **Public comment.** Scott White and Victor Cordero with Velo El Paso commented and had a presentation for Items 6 and 7. Julie Goosens commented on Items 6 and 7 with regard to efforts for reaching the visually impaired community.
3. **Approval of minutes of last meeting.** Chair motioned for approval of the minutes for meeting on March 18, 2014 as presented. John Eger so moved. Seconded by Ben Foster. All in favor; none opposed; motion passes unanimously.
4. **Discussion and action on Title VI policies relevant to Federal Transit Administration (FTA) guidelines for recommendation t the Mass Transit Department Board.** Angelica Bryant provided a presentation highlighting the stipulations that the federal Title VI guidelines places on Sun Metro and explained how we currently monitor/report the data to the FTA for measuring compliance. Chair motioned for approval of the Title VI policies for recommendation to the Mass Transit Board. Ben Foster so moved. Seconded by Eddie Sanchez. All in favor; none opposed; motion passes unanimously.
5. **Discussion and recommendation on service routes for The Fountains Shopping Center.** Don Pearson provided a presentation for Sun Metro’s consideration for service to The Fountains Shopping Center. Mr. Pearson mentioned he falls into the pedestrian category that depends on public transportation to get around. Mentioned the long walking distance from the existing bus stops, and the long wait times between circulating units. Everett Esparza mentioned that infrastructure is in place for #25 to service two bus stops (EPCC and Multipurpose Center). Mentioned Sun Metro is working on options for increasing frequencies and shortening headways. Mentioned that negotiations with shopping center management are ongoing and an update, including conceptual design, will be provided at the next meeting. Julio Perez confirmed that shopping center management is allowing LIFT service into the mall area. No action taken.

6. **Discussion and recommendation to direct Sun Metro staff to create bilingual *Share the Road* and *Rules of the Road* transit ads inside buses and bus shelters.** Scott White and Victor Cordero with Velo El Paso provided a presentation on a proposed marketing campaign for Sun Metro's consideration. Savannah Leeper mentioned that national Bike Month is celebrated in May and that Sun Metro is already working on PSA campaign for motorists and cyclists alike. Jeanie Chrisman asked Velo to be available to attend LIFT Safety meetings and make presentation to LIFT employees and drivers. Ben Foster mentioned tapping into TXDOT funds for helping to fund PSA campaign. Jay Banasiak stated Sun Metro will explore options and provide additional information at future meetings. Chair motioned for a recommendation that Sun Metro and Velo enter into a partnership for working on marketing campaign to include printed material for bus stops and transfer centers. Ben Foster so moved. Seconded by Eddie Sanchez. All in favor; none opposed; motion passes unanimously.
7. **Discussion and update on delivering bicycle safety training to bus drivers in response to El Paso Inc. article regarding the rise in bus accidents.** Jay Banasiak mentioned that educating drivers and passengers is an ongoing effort every day. Mentioned that new coach operator trainees are getting the training first hand and that refresher courses are probably needed for seasoned drivers. No action taken.

Chair motioned to RECESS the CAC meeting at 3:07pm and postpone Items 8 through 11 until the next regularly scheduled meeting in order to depart for the TOC Tour. Ben Foster so moved. Seconded by Don Pearson. All in favor; none opposed; motion passes unanimously.

8. **Discussion and update on information display boards at the Eastside Transfer Center.**
9. **Discussion and update on 533# Complaint Line and how to identify LIFT incidents separate from Fixed Route incidents.**
10. **Monthly update on LIFT Services.**
11. **Director's Report.**

Chair called the meeting back in session 4:35pm after returning from the TOC Tour.

12. **Opportunity for committee members to request a staff report on items of interest over which the Board has authority. Discussion of items announced at this meeting will take place during the next regularly scheduled meeting.** The Committee requested that the following items be added to the next meeting's agenda:
 - A. Continuation of Items 8 through 11 which were postponed today
 - B. Conceptual design for proposed service to The Fountains Shopping Center
 - C. Recommendation to extend service on #14 to Sunland Park Plaza
 - D. Update on newly formed Advisory Committee for Paratransit passengers
 - E. Update on TTI Review of Paratransit Services
 - F. Update on Accessibility meeting with DCM Jane Shang
 - G. Update on last WTEP meeting

Chair asked for motion to adjourn the meeting at 4:45pm. John Eger so moved. Seconded by Eddie Sanchez. All in favor; none opposed; motion passes unanimously.

Approved by:

/s/ JAY BANASIAK
Department Head/Board Secretary