

CATS

CAPITAL AREA TRANSIT SYSTEM

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**MEETING OF THE
BOARD OF COMMISSIONERS OF
CAPITAL AREA TRANSIT SYSTEM
AND
PUBLIC TRANSPORTATION COMMISSION**

FEBRUARY 19, 2019

4:30 p.m.

**BREC Administration Building
6201 Florida Boulevard
Baton Rouge, LA 70806**

MINUTES

I. CALL TO ORDER: Mr. Jim Brandt

Mr. Brandt called the meeting to order.

II. ROLL CALL

Present at the meeting were members Messrs. Bellue, Brandt, Breaux, Cohran, Lambert, and O’Gorman and Mss. Green and Perkins. Ms. Pierre was absent. Also present were Mr. Bill Deville, CEO; Mr. Darrell Brown, CAO; other CATS staff; Creighton Abadie, CATS attorney; and members of the public.

III. NOMINATION AND ELECTION OF OFFICERS

Ms. Green shared that she chaired the nominating committee and served with Messrs. Brandt and O’Gorman. The nominating committee proposed the following slate of officers:

**President – Mark Bellue
Vice-President – Erika Green
Treasurer – Kahli Cohran
Secretary – Antoinette Pierre**

There were no other nominations from the floor.

Mr. Lambert moved to elect the slate of officers as proposed and Ms. Green seconded the motion. Mr. Brandt invited public comment and there was none. The motion passed unanimously with no abstentions.

Mr. Brandt congratulated the newly elected officers and passed the gavel to Mr. Bellue.

IV. APPROVAL OF MINUTES OF JANUARY 15, 2019 MEETING

Mr. Brandt moved to approve the minutes of the January 15, 2019, meeting and Ms. Green seconded the motion. Mr. Bellue invited public comment and there was none. The motion passed unanimously with no abstentions.

V. PRESIDENT'S ANNOUNCEMENTS

Mr. Bellue welcomed the public and provided a review of the public comment process.

VI. SAFETY MOMENT

Ms. Simpson shared a safety moment centered on passenger safety.

VII. ADMINISTRATIVE MATTERS

1. Executive and Financial Report: Mr. Bill Deville and Executive Staff

Ms. Dwana Williams shared that, in Operations, there are currently 133 active operators.

Ms. Dwana Williams updated the committee on the performance measures. She noted that CATS had 221,453 passenger trips in January. There were 1.4 preventable accidents per 100,000 miles. Ms. Williams shared that there were 173 trips cancelled in January of the approximately 35,000 trips for the month. The percentage of on-time trips was 67.9%. There were 36.6 complaints per 100,000 miles in January. Ms. Williams shared that she would report on the mechanical failures and road calls at the March board meeting as there were discrepancies in the reporting.

Mr. Deville reported that CATS has rebid the construction project for the East (Cortana) Transit Center and hopes to have a recommendation at the March board meeting.

CATS has been approached to look into the potential of implementing the Boston paratransit/transportation network companies on-demand template that has been successful there.

CATS will be represented at the SWTA annual conference the first week of March in El Paso, Texas.

Mr. Deville shared that CATS, the Redevelopment Authority, and the City-Parish participated in a series of workshops on January 28th and 29th to discuss the proposed Plank-Nicholson BRT Corridor. The CATS BRT project team is collaborating with the CATS finance staff to determine the budget effects on operating and maintenance costs resulting from the planned addition of the corridor.

Mr. Deville let the board know that CATS has been working with the Baker Mayor and CRPC to plan a bus layover facility and a park-and-ride location in Baker. Project funding has been identified by CRPC with local match to be provided by both CATS and the City of Baker. The anticipated revenue start date is expected in 18 to 24 months, contingent upon funding.

Mr. Deville provided an overview of the January financials that were prepared by Postlewaite & Netterville. He noted that the total operating expenses for the month were \$2,042,906. CATS generated revenue was \$264,845 and operating subsidies were \$1,985,070, for a total operating revenue of \$2,249,915.

VIII. COMMITTEE REPORTS AND ANY ACTION THEREON

1. Finance and Executive: Mr. Jim Brandt

Mr. Brandt referred the members to the minutes of the committee's February 14th meeting in their packets. He shared the highlights and noted that the action items would be considered later in the meeting.

2. Technical, Policies and Practices: Dr. Peter Breaux

Dr. Breaux noted the committee did not meet.

3. Audit: Mr. Cohran

Mr. Cohran noted the committee did not meet but that he was waiting on word from the auditors.

4. Planning: Mr. Kevin O'Gorman

Mr. O'Gorman noted the committee did not meet but would be meeting in the near future to discuss the two year capital budget.

5. Community Relations: Ms. Linda Perkins

Ms. Perkins referred the members to the minutes of the committee's February 14th meeting in their packets. She noted that the paratransit and communications departments recently implemented a newsletter tailored to the CATS On Demand customers.

Mr. Bryan Basford of MV Transportation noted that there were 8,249 scheduled trips; of those, 658 were cancellations and 310 were no-shows for a total of 7,591 completed trips. There were five complaints for the month and the on-time percentage was 94.7%. There were five road calls for the month of January.

IX. ACTION ITEMS

- 1. Consideration of award of legal services contract with Abadie Law Firm, A.P.L.C.**

Mr. Brown shared that this was a new three-year contract that will take effect upon expiration of the current contract in May.

It was noted that CATS currently contracts with Abadie Law Firm and the firm has represented CATS for over 40 years.

Mr. Brown let the board know the current rates will be continued in the new contract.

Mr. Brandt moved that the CEO is authorized to enter into a three year contract with Abadie Law Firm, A.P.L.C. for legal services and Mr. O'Gorman seconded the motion. Mr. Bellue invited public comment and there was none. The motion passed unanimously with no abstentions.

X. PUBLIC COMMENTS

There were no public comments.

XI. ADJOURNMENT

Mr. Cohran moved to adjourn the meeting and Ms. Pierre seconded the motion. The motion passed unanimously with no abstentions.