



**MEETING OF THE
BOARD OF COMMISSIONERS OF
CAPITAL AREA TRANSIT SYSTEM
AND
PUBLIC TRANSPORTATION COMMISSION
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APRIL 19, 2016
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 were Messrs. Brandt, Breaux, O’Gorman, Perret, and Mss. Barrett, Collins-Lewis, Pierre, and Perkins. Mr. Cutrera was absent. Also present were Mr. Bill Deville, Interim CEO; Mr. Conner Burns, CFO; Mr. Don Palmer, COO; other CATS staff; Wendell Lindsay and Creighton Abadie of Lindsay & Abadie, A.P.L.C., CATS attorneys; and members of the public.

III. INVOCATION

Ms. Perkins gave the invocation.

IV. APPROVAL OF MINUTES OF MARCH 15, 2016 AND APRIL 8, 2016, MEETINGS

Ms. Perkins moved to approve the minutes of the March 15’ 2016, and April 8, 2016, board meetings and Mr. Perret seconded. The motion was unanimously approved.

V. ADMINISTRATIVE MATTERS:

1. CEO Report: Mr. Bill Deville

Mr. Deville noted that he was getting acclimated in the position and would have a more robust report at the May board meeting.

He noted that in the Measures of Success, the following updates were provided: #1: On-Time Performance – 77.8% for the month and 77.86% for the first quarter; #2: Shelter Completion – 7 complete shelters and 13 in progress; #3: Transit Hubs –goal is two to build by the end of the year; #4: Fleet Upgrade – four delivered in mid-October and eight delivered in mid-December; and #5: Route Productivity Measures (service standards) – staff has prepared a draft of service standards that are being finalized.

He reported there were 222,603 trips in March and 657,718 year-to-date. There were 81 complaints, and the on-time performance was 77.8%. The complaints break down as follows: courtesy – 17; facilities/maintenance – 7; passed up – 13; performance –28; safety – 13; IT/website issues – 3. It is important to note that complaints are now received and collected differently than previously and there are 81 complaints from 222,603 trips for the month, a percentage of 0.0363%.

2. Financial Statements: Mr. Conner Burns

Mr. Burns announced that there was a deficit for the quarter because federal revenue had not been accessed yet, and this usually happens in the second half of the year.

Mr. Burns described the highlights of the written report contained in the members' packets showing the status of grants. The balance of grant funds remaining was \$6,146,396.

He then discussed the highlights of the financial statements. The 2016 year-to-date property tax monies received was \$15,881,091, and the amount expended from that source was \$4,086,642. March operating revenues were \$213,775 and governmental revenues were \$1,788,358 for a total source of funds of \$2,002,133. The total direct operating expenses were \$2,344,624.

The year-to-date operating expenses break down as follows: Operations – 48%, Maintenance – 23%, ADA – 10%, Administration – 12%, Customer Care/Facility – 4%, Security – 2%, and Project Administration – 1%.

VI. PRESIDENT'S ANNOUNCEMENTS

Mr. Brandt announced that the CATS had a meeting with international representatives from the ATU the previous day and that Mr. Deville would analyze their comments and report back to the board.

Mr. Brandt asked Mr. Deville to share his thoughts on the meeting. Mr. Deville thanked the representatives for coming and noted that CATS supports the union and there are many common goals between the two parties. He clarified that some of the photos distributed by the representatives to support their claim of unsafe buses were in fact old photos and highlighted issues that had been corrected some time ago. He also noted that many of the photos portrayed the Blue Bird buses that will be leaving service at the end of 2016. Along that same line, he shared that CATS met with FTA Region VI officials early in 2016 and they support the waiver of federal share reimbursement for early retirement of the Blue Birds, and the grant application for the FAST Act. The FAST Act challenge will be the local match. Mr. Deville emphasized that mechanics do not put unsafe buses in service and operators are not forced to take unsafe buses on the road and they are the last line of defense in determining the safety of the bus they have been given. He noted that consultants came to CATS last year and evaluated the Maintenance Department to provide recommendations for the department to improve; they also provided the same service for the Operations Department, and now that Mr. Palmer is here, he has been tasked with implementing the recommendations. Mr. Deville noted that he came to CATS in December 2013 with MV with the charge of implementing a system expansion that was ultimately very taxing to the already aged fleet. He stated he planned to meet with the ATU membership soon.

VII. COMMITTEE REPORTS AND ANY ACTION THEREON

1. CEO Search Committee: Mr. Ken Perret

Mr. Perret shared that all ten members -- four board members and six non-members -- of the committee have been selected. The job announcement is being finalized to post in both statewide and national outlets. He noted that Mr. Abadie and the board secretary are assisting in the process. There will be a six week response time and the final three candidates will be brought to Baton Rouge for on-site interviews. He expressed the hope that there will be a candidate for the board to consider in mid-summer. He communicated that there was not a need for a headhunting firm as there will be industry advertising done.

2. Finance and Executive: Mr. Brandt

Mr. Brandt referred the members to the minutes of the committee's April 14th meeting in their packets. He shared the highlights of the meeting and noted action items would be discussed later in the meeting. He let the board know that Mr. Deville signed his contract under the terms listed at the special board meeting on April 8th: \$150,000 compensation and a four month contract with month-to-month renewal options for up to twelve months total. He stated that no member expressed interest in contract management as a CEO solution.

Mr. Brandt also stated that he would sit on the CATS' pension board until such time as a permanent CEO is named.

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

Dr. Breaux noted the committee did not meet.

4. Audit: Mr. O’Gorman

Mr. O’Gorman referred the members to the minutes of the committee’s April 14th meeting in their packets. He shared that John Murray of LaPorte attended the meeting and noted that the auditors were still working to finalize the audit. He reviewed findings from previous years that had been closed and shared that there would be a few findings for 2015. The audit should be ready for final review in June in time to submit to the Legislative Auditor’s Office for the June 30th deadline.

5. Planning: Mr. Perret

Mr. Perret noted the committee did not meet. He shared that CATS continues to work on various planning efforts, especially on the transfer hubs.

6. Community Relations: Ms. Linda Perkins

Ms. Perkins noted the committee did not meet.

Mr. Morgan Landry, Reliant’s Baton Rouge Operations Manager, reported that Reliant provided 7,290 completed rides in March, 94% were on-time, the total hours were 4,707.72, and there were zero valid complaints.

VIII. ACTION ITEMS

1. Authorize the CEO to extend legal services contract with Lindsay & Abadie, A.P.L.C. for thirty days

Mr. Brandt shared that it is the intent of CATS to continue to have a long-term contract with Lindsay & Abadie for the May board meeting. The delay in getting a new contract has only been the result of the transition of CEOs.

Mr. Brandt invited public comment and there was none. Mr. Perret moved that the Interim CEO be authorized to extend the legal services contract with Lindsay & Abadie, A.P.L.C. for thirty days. Ms. Barrett seconded, and the motion carried unanimously.

2. Approve one-year renewal with Fueltrac for fleet fuel

It was noted that this is a contract administered by the City-Parish and CATS is a participating beneficiary party. The original contract was for a term of November 1, 2014, through March 31, 2016, and additional one year renewals are available. The City-Parish has approved a one year extension for its purchases.

Mr. Brandt invited public comment and there was none. Ms. Perkins moved that the contract with Fueltrac be renewed for one-year and that the Interim CEO or his designee be authorized to execute the documents required to effectuate the renewal. Ms. Collins-Lewis seconded, and the motion carried without objection.

IX. PUBLIC COMMENTS

Katie Guy, bus operator and ATU Local 1546 President, said there are problems with the Blue Birds and that bus 251 has bad brakes and a bad accelerator. She said the mechanics need to move to two shifts because there are not enough mechanics to staff three shifts.

Larry Patin, former bus operator, requested that he be added to the CAT CEO Search Committee because he has expertise in working with CEOs.

Ulysses Walker, bus operator and ATU Local 1546 Vice-President, said we have to be safe in order to do our job and there needs to be unity.

Al Weeden, bus operator and ATU Local 1546 officer, said people are scared to come to board meetings and they need to be able to take care of each other and the riders. He said if mechanics do not have anything to work with they cannot do their job.

Anthony Garland, ATU International Representative, said the union was not trying to mislead anyone and it should not matter when photographs were taken; it should matter that they were taken at all. There needs to be a safety culture at CATS, and employees have the right to come to work and be safe.

A customer said there was no bus on Glen Oaks Circulator for three days, and there should be a supervisor to drive the route and help people.

A customer expressed thanks for bringing back service to Coursey and that the drivers and passengers are great. She noted there should be bus service on Route 14 on Sundays, and there should be more bus benches.

Pamela Early, a customer, said she has to take four buses to get home from work and can't get to work on time because the drivers are always late. Drivers refuse to radio other buses to accommodate transfers.

Nate Housemann, a customer, expressed thanks to the operators and the Customer Care Department for being helpful to him. He said the recent changes to Route 12 are not working and the RouteShout app is not accurate most of the time. He asked if the service would improve before the end of the year and if the app could be more accurate. He shared that the downtown reroutes are very confusing.

Kelvin Robinson, a mechanic and ATU Local 1546 Shop Steward, said we do the best we can with what we have but it simply isn't working.

A customer said that Route 18 is not on time and 12 is late too often as well. The operators do not leave on time because they are too busy talking. She noted that bus 181 had a cinderblock on the wheelchair lift and 109 had exposed wires.

Anthony Johnson, an operator, said that he cannot safely do his job when he doesn't have resources and does not want to feel threatened.

Patsy Brown, an operator, said there are safety issues.

Gloria Johnson, a customer, said there are safety issues and the buses don't run on time.

Gloria Brumskill, an operator, said the new board has to do something because the old board never did.

Houston Hawkins, a maintenance supervisor, thanked Mr. Deville and Mr. Palmer and said we do the best we can with what we have. He noted there needs to be more training on the buses.

Christopher Huddleston, an operator and ATU Local 1546 officer, asked what the board was going to do.

Josie Bellard, a customer, asked why CATS pays for something that doesn't work.

X. ADJOURN

Ms. Perkins moved to adjourn the meeting. Mr. Perret seconded, and the motion carried unanimously.