

MINUTES OF THE RIVER PARISHES TRANSIT AUTHORITY BOARD MEETING
August 8, 2019

C. Faucheux called the meeting to order at approximately 10:30am on Thursday, August 8, 2019 at the RPTA Facility, LaPlace LA.

Members present were, C. Faucheux, R. Drexel, R. LeBlanc, H. Banquer, J. Dias, R. Lemons (arrived at 10:42) and I. Bergeron (arrived at 10:45), thus achieving a quorum. Also present were E. Martin-Jackson (Transdev), S. Van Sickle (Transdev), A. Thompson (Solutient), L. Andrews (Solutient) and C. Ash (Solutient).

C. Faucheux asked all board members to review the minutes from the July 18, 2019 board meeting. It was moved to accept by R. Drexel and seconded by R. LeBlanc. Motion carried unanimously.

C. Faucheux asked if there were any public questions or comments. There were none.

C. Faucheux requested a motion to deviate from the agenda order and move to the auditor's presentation. It was moved by H. Banquer and seconded by J. Dias. Motion carried unanimously.

A. Barker, with Stagni and Company, LLC, summarized the results of the audit. There were no findings to report. FY18 was the second year for the auditors to review the State-wide auditing procedures. A. Barker stated that RPTA performed well.

C. Faucheux requested a motion to return to the agenda order. It was moved by H. Banquer and seconded by J. Dias. Motion carried unanimously.

E. Jackson-Martin presented Transdev's Operations Report for July 2019. The number of passengers transported in July was 1,411. The daily average was 56.44 riders. Average scheduled trips per hour was 1.36. The on-time rate was 98.75%. Revenue collected was \$2,846 and 4 vouchers. There were 18,095 miles traveled at an average cost of \$5.18 per mile. Average miles per trip was 12.82. The ADA denial rate was 0%. The highest percentage of denials were in the 6:00-6:29am, 7:00-2:29am, 12:00-12:29pm and 5:00-5:29pm time frames.

L. Andrews presented the July Secretary/Treasurer's Report. Profit and Loss through July is \$2,464.09. Profit and Loss from inception through July 2019 shows a net income of \$111,543.90. Total Equity & Liabilities as of July 2019 was \$520,089.12. The Statement of Cash Flows shows total cash as of July 31, 2019, and inception through July 31, 2019 to be \$142,355.18. L. Andrews then covered then directed the board to the budget to actual report and the notes/interpretations.

C. Faucheux requested a motion approving the July 2019 Secretary/Treasurer's Report. It was moved by R. LeBlanc and seconded by J. Dias. Motion carried unanimously.

L. Andrews listed the following checks for accounts payable: The Solutient Corporation, Invoice No. 11255 (July 2019 Services), \$5,886.25, Check No. 1194; Transdev, Invoice No. 0801-2019 (July 2019 Services), \$93,905.10, Check No. 1195; and Port Arthur Newsmedia, Invoice No. 91750/0719 (Meeting Minutes and Notice), \$133.29, Check No. 1196.

C. Faucheux requested a motion for approval of the accounts payable. Approval of the accounts payable was moved by H. Banquer and seconded by R. Lemons. Motion carried unanimously.

C. Ash discussed the Collateralization Report, showing that any funding over the amount of \$250,000 has been insured. No collateralization report was included in the packet as the funding did not meet the threshold in July.

S. Van Sickle presented the pass program selection. S. Johnson was selected.

S. Van Sickle presented the extra hour of service performance review. The 5:00-5:29am, 6:00 – 6:29am, 3:30 – 3:59pm were the peak service periods in July.

S. Van Sickle discussed the Saturday service performance review. There was no service on one of the Saturdays due to inclement weather.

A. Thompson and S. Van Sickle summarized the financial projections/assumptions talking points. The board reviewed the information and requested that a more concise version be presented prior to the next meeting. S. Van

MINUTES OF THE RIVER PARISHES TRANSIT AUTHORITY BOARD MEETING
August 8, 2019

Sickle and A Thompson agreed to do this and to send those dates they were not available to join the board members in meeting with Parish officials.

S. Van Sickle directed the board to the 2019 Title VI Plan. She showed them the areas that had been updated/revised which consisted mainly of Census data.

C. Faucheux requested a motion for approval of Resolution #8-2018 accepting the revised Title VI Plan. Approval of the resolution was moved by R. Drexel and seconded by I. Bergeron. Motion carried unanimously.

S. Van Sickle reviewed the severe weather cancellation/modification procedures. Discussion ensued. The board stated that it would like E. Jackson-Martin to participate in the calls with the EOC weather protocol team. E. Jackson-Martin stated that she is in continuous contact with the head of the EOC. R. Lemons stated that she was going to talk with the EOC in effort to include E. Jackson-Martin in the team phone calls.

E. Jackson-Martin informed the board that the APTA conference will be held in October and that Transdev will be holding an event. S. Van Sickle stated that there were some grant funds available for training/travel that required no local match.

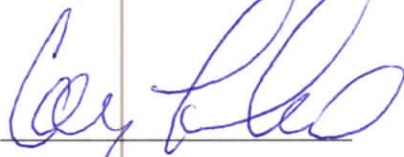
H. Banquer left at 11:45pm.

R. LeBlanc left at 11:53pm.

S. Van Sickle discussed the feasibility analysis schedule with the board.

C. Faucheux requested a motion to adjourn. Approval was moved by R. Drexel and seconded by J. Dias. Motion carried unanimously.

Having no more business to discuss, the meeting was adjourned at approximately 12:10pm.



Corey Faucheux, Chairperson

9-12-19

Date