**Public Transit Advisory Council**

**Meeting Minutes of January 22, 2019**

Note: Decisions and commitments in ***bold italic*** type.

Members Present: Mary Ann Hayes (chair), Jennifer Williams, Sandy Buchanan, Rebecca Grover, Duane Scott, Chris Hall, Zoe Miller, Barbara Schneider, Tom Reinauer, Deidra Wadsworth, Jess Mauer, Dana Knapp, Giselle White, Connie Reed. Attending by phone: Kalie Hess, Casey Gilbert.

Non-Members Present: Lori Brann (clerk), Amy Rau, Barbie Lord, Michael Hallundbaek Stephanie Pyle, Rod Carpenter, Craig Pendleton, Perian Carpenter, Chris Chop (appointment pending) Rick McCarthy, Theresa Savoy, Kelly Arata, Patricia Quinn (reappointment pending), Richard Taylor (appointment) pending, Emily Berrill. Attending by phone: April Gostin, Ken Murchison, Laura Turner, Greg Jordan (appointment pending), Dennis McCartney (appointment pending), Sam Prawer, Bob Currie, Jay Kamm.

Members Absent: Lisa Feldman, Jonathan Labonte, Al Schutz, Bill Shane

Agency Liaison Present: Roger Bondeson, DHHS

Agency Liaison Absent: Bill Hurley, DOL

**Welcome:** Meeting called to order at 9:02 by Mary Ann. Introductions followed.

**Council Membership Transition:** Notified attendees that Acting Commissioner Bruce Van Note is not appointing new members until after confirmation. Some seats have expired. See attached membership list to see who is being reappointed, who is awaiting appointment, and who is leaving. All outgoing, incoming and continuing members are thanked heartily for their service. All are encouraged to participate fully in today’s session with the exception of official voting.

**October minutes**: ***Jess motioned to approve, seconded by Dana. Unanimous.***

**Locally Coordinated Plan:** Special thanks to Age Friendly Community Network for their assistance in co-hosting six meetings statewide. MaineDOT collected data from the meetings that will be used to create the plan. See polling results contained in your package. MaineDOT assumes the role of compiling the regional plans and assuring that the plan complies with state (MRSA 23 §4209) and federal (FTA) requirements. The plan must discuss coordination and contain references to upcoming projects.

Comprehensive outreach included veterans, disabled, seniors, volunteer drivers, tribal officials, housing, private bus operators, public transportation providers, MaineCare brokers, other state mobility networks. There was no specific outreach to new Mainers. GPCOG outreach will be incorporated.

Key Findings: Key findings and strategies were presented to attendees at the six regional meetings. The subject areas were Program Coordination, Funding, Infrastructure, Workforce, Partnerships, Rider Information Systems, Last Mile Options, Other. There are barriers on the federal side to effective coordination but MaineDOT is hopeful that FTA will convene Center for Coordinated Access and Mobility (CCAM) interagency group to maximize federal coordination. These areas were discussed – see [Powerpoint](http://www.maine.gov/mdot/transit/docs/ptac/2019/0122/LCTP-Pres-1-22-19.pdf) handout in your package.

Comments from the group on the Powerpoint presentation: hopeful that the trip planner gets people excited; agree to get info clearinghouse together before major publicity campaign; people need to have good experience when they try transit for first time; MTA should update Transit Rider Guide similar to the one in Southern Maine; MaineCare Brokerage fell apart and caused people to lose trust; make sure new ideas are tested before rollout; serve critical populations first; roll out improvements in phases; beta test new products.

Comments on the other (miscellaneous) category from the group: Coordination with Department of Education; CDS coordinates with private non-profits; adult education falls through the cracks because private transportation is difficult and no support system; some schools are coordinating with town recreation and senior centers; need to grow culture of sharing; need to pursue hurdles of regulation and funding; consider talking to new Office of Innovation and the Future; transportation needed for recovering opiate users; address food insecurity.

Brainstorming on setting priorities: Some strategies already in motion and funded. Moving Maine awaiting word on FTA grant application. Add education to growing partnerships***.***  Partnership-building opportunities need champions. Bill had reported that Town & City Managers group did not have critical mass to add topic to March semi-annual meeting. ***Jess is convening a follow-on task force with municipal leaders from Wisdom Summit addressing social determinates of health which includes transportation so will take that group on. Jess also volunteered to take over the Housing/Development working group leadership from Jonathan.***

***Kalie volunteered to work with federally qualified health centers to trial block scheduling if barriers can be overcome.*** ***Chris Chop, Zoe, Giselle & Ken Murchison agreed to serve with Kalie on a medical scheduling working group.***

Ken-Caribou looking for regional solutions. Link to other ongoing efforts like Build Maine to grow partnerships. Build Maine is disjointed and not coming together other than the one-day event. Add private/philanthropic to resources priority. Co-branding marketing might make private partners join effort. Add business sector to partnerships. Focus groups could be sounding board for new ideas. Some employers providing own transportation to keep shifts going. Similar issues statewide for access to employment regardless of county. Need education on existing services. How to keep things equitable. Organized regional solutions needed. Portland Downtown – make transit cool, easy, accessible. Use Way-to-GoMaine example to increase awareness and create incentives. Make driving inconvenient.

Online ticketing platform: Discussion of ongoing efforts. Should MaineDOT be looking into a statewide effort? Some transit agencies will be rolling out online ticketing in 2019, other agencies have budgeted for similar efforts. Concern about compatibility. Greg reported that METRO is insisting on forward migration in its product.  ***Agreed to watch and evaluate METRO’s rollout as possible building-block.***

The final locally coordinated plan document will have a body and many appendices with all of the data collected. Neither FTA nor PTAC need to approve the finished product. ***All members will get link to draft and can proofread if they wish.***

**Performance** **Measures**: Need more discussion on what to measure. MaineDOT working with MPOs to finalize urban measures. Need to finalize period (12 month) to measure – not all fiscal years the same. Will be discussing roles later today with MPOs. Performance measures will be hard to capture but every effort will be made to do our best.

**Growing Partnerships Presentation by Michael Hallundbaek**: As director of Mid-Coast Public Transportation, Mid-Coast Connector, and WaldoCAP’s Municipal Funding Program, Michael travels to municipalities to educate local officials on available services, ask for funding, and recruit volunteer drivers. He also makes [presentations](http://www.maine.gov/mdot/transit/docs/ptac/2019/0122/MID-COAST-PUBLIC-TRANSPORTATION-community-presentation-January-2019.pdf) to current partners, potential partners, churches, civic organizations, private companies, and any group to chat about who we are for continuing education. The overall goal is to help transit dependent population.

Michael gave brief overview of existing service throughout Transit Region 5, discussing crucial coordination with private carriers and other transit partners. He also explained how the volunteer network is so valuable to reach outlying areas. His agency provides 300K trips per year with network of NET providers and general public vehicles. This is a coordinated transit model funded with state/federal/private funds and the amount of services is dependent on funding and drivers. Some people are turned away due to lack of resources. Some private funding helps, such as the Maine Cancer Foundation, JT Gorman Foundation, municipal support, gifts, but more would be helpful to meet demand. The latest community needs assessment listed transportation as the top priority in Waldo County.

Mary Ann added that other transit providers will make presentations at subsequent meetings to inform the group of current efforts.

**2019 Council Agenda:** Report to legislature is due this year. It will need to provide recommendations for level of service and optimal coordination of transit services with seniors and veterans. Next PTAC meeting to be held when members from the legislature can attend to ask their input on what to include in the report.

Working Groups: Volunteer Driver Network. Need help with scope of work from those not bidding on the contract.

Moving Maine: Design Team has been working to define what the network should look like. Other states were used as examples. Upcoming meetings will develop a charter and finalize the steering committee. Awaiting notification from FTA on grant funding to help with this effort, otherwise will strive to find alternate funding to continue momentum.

Community Design: MaineHousing program rule update for tax credit program will continue this spring. A requirement to have developers discuss service needs of transit providers will be included. New construction much easier than renovations to plan for proper waiting and pick-up/discharge areas. What is needed to make the structure accessible to transit?

Recap: The Council will meet in another month to work on the report to the Legislature; the new commissioner should be confirmed soon; the draft LCP will be shared with all members; working groups will be finalized; performance measures to be discussed later today.

**Roundtable:** Positive comments from the group about this meeting. Augusta Age Friendly committee is inserting itself in comprehensive planning. Contact Giselle White if you cross paths with a veteran who needs transportation. Validating that everyone is fighting the same issues. Will invite more listeners to next meeting. Appreciate being able to represent Aroostook County. Grateful to be involved.

Adjourn at 11:52 am.

Submitted by Lori Brann, clerk