

MINUTES

PUBLIC TRANSIT ADVISORY BOARD

October 3, 2012

8:30 a.m.

Conference Room at FREDericksburg Regional Transit

- Members in Attendance: Erma Baker, University of Mary Washington
Florence Barnick, The Free Lance-Star
Joe Hess, Stafford County
Angeline Pitts, Caroline County
Diana Utz, George Washington Regional Commission
Rodney White, Citizen Representative
Dr. Roy Weinstock, Community Representative
Ann Woolford, Germanna Community College
- Others Present : Kathleen M. Beck, Director of Public Transit/FRED
Wendy Kimball, Assistant Director of Public Transit/FRED
Marilyn M. Graves, Administrative Assistant/FRED
Don Engiles, Travel Trainer/RAAA
Denis Padeau, Regional Mobility Manager, RAAA
Joe McBride, Security Guard/FRED
- Members Absent: Lawrence A. Davies, City of Fredericksburg
Jan Erkert, Fredericksburg Regional Chamber of Commerce
Debe Fults, disAbility Resource Center
Tom McCoy, Mary Washington Healthcare
John Moen, WFLS
Doug Morgan, Spotsylvania County
Lloyd Robinson, Alternate/George Washington Regional Commission
Bryan R. Workman, Spotsylvania Regional Medical Center

The meeting was called to order by Diana Utz on October 3, 2012, at 8:35 am in the conference room at the FREDericksburg Regional Transit facility (a/k/a The Lawrence A. Davies Transit Center), 1400 Jefferson Davis Highway, Fredericksburg, VA.

The minutes of the August 1, 2012, meeting were presented for approval. A motion was made by Ms. Barnick and seconded by Mr. White, to approve the minutes as written. The motion was approved by unanimous vote.

Report of Director of Public Transit:

- Update on the position of Policy, Planning and Compliance Manager: Craig Reed has been hired; he is retiring from the Pennsylvania Department of Transportation; his start date will be October 22, 2012.
- Update on maintenance facility: Ms. Kimball reported that the demolition and removal of debris has been completed.
- Update on the security guard position: PTAB was introduced to Joe McBride, FRED's new security guard. FRED will be hiring one more security guard.
- Update on IT Project: The firm of Kimbly Horn was chosen for this project. The first part of this project will be to revamp FRED's web site; the project will be overseen by Craig Reed with Jonathan Irvin assisting him. The project should be completed in six to seven months. We hope to have enough money for an enumerator.

Committee Reports:

- (1) **Mission, Goals and Objectives:** Ms. Beck has reviewed the Mission, Goals and Objectives for Transit Year 2013 and has assigned specific FRED staff members the responsibility of certain accomplishments.
- (2) **Partnership/Marketing** – new ads will run on WFLS; Ms. Beck will be representing FRED at the Town and Gown Meeting and will participate in Career Day at the University of Mary Washington, as well as A Day for All Festival on October 13th, and Pathways on November 10th.
- (3) **Services to the Underserved** – ADA Day is planned for October 13th at Hurkamp Park and “Pathways of the Future” is planned for November 10th at Chancellor High School.
- (4) **Operations and Oversight:** Mr. White commended Ms. Beck and Mr. Jenkins, FRED's Operation's Manager, on their presentation to the Spotsylvania Board of Supervisors. Ms. Kimball reported that three new part-time drivers will start employment on October 15th.
- (5) **Safety and Security:** Ms. Utz was selected as the chairman for this committee.

Other Business:

- Mr. Englies, Travel Trainer for RAAA, gave a report on FRED presentations and training trips he has given since the last PTAB meeting.
- Ms. Utz reminded the board members to place the 2013 PTAB meetings on their calendars.
- Ms. Beck asked that a committee, to include Rodney White, Doug Morgan, Joey Hess and Angeline Pitts be formed to determine locations for the 30 new solar lights, Ms. Beck would like a list of locations by the beginning of November.
- Title VI and DBE plans will be available for review on line at FRED's web site and in the newspaper.

Announcements:

- The next PTAB meeting will be held on December 5, 2012, with a Christmas brunch for board members before the meeting.

The meeting was adjourned at 9:05 am.

Approved by the Public Transit Advisory Board


Marilyn M. Graves


Date