

MINUTES

PUBLIC TRANSIT ADVISORY BOARD

December 4, 2013

8:30 a.m.

Conference Room at FREDericksburg Regional Transit

- Members in Attendance: Lawrence A. Davies, City of Fredericksburg
Erma Baker, University of Mary Washington
Florence Barnick, The Free Lance-Star
Jan Erkert, Fredericksburg Regional Chamber of Commerce
Debe Fults, disAbility Resource Center
Joey Hess, Stafford County
Doug Morgan, Spotsylvania County
Angeline Pitts, Caroline County
Diana Utz, George Washington Regional Commission
Dr. Roy Weinstock, Community Representative
Rodney White, Citizen Representative
Ann Woolford, Germanna Community College
- Others Present: Kathleen M. Beck, Director of Public Transit/FRED
Wendy Kimball, Assistant Director of Public Transit/FRED
Arnold Levine, Consultant/FRED
R. Craig Reed, Manager, Policy, Planning and Compliance/FRED
Sharon Sullivan, Administrative Assistant/FRED
Don Engiles, Travel Trainer/RAAA
Kevin Koziol, disAbility Resource Center
Denis Paddeu, Regional Mobility Manager/RAAA
- Members Absent: Lloyd Robinson, Alternate/George Washington Regional Commission

The meeting was called to order by Rev. Davies on December 4, 2013, at 8:37 a.m. 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.

There were no public comments. Ms. Fults introduced Kevin Koziol to the members of PTAB as the new Independent Living Coordinator for disAbility Resource Center. Ms. Fults announced that Mr. Koziol will be replacing her on the PTAB Board.

The minutes of the October 2, 2013 meeting were presented for approval. A motion was made by Ms. Erkert 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 IT Project: Mr. Reed reported that FRED received four proposals in response to our Request for Proposals for Real-Time Scheduling Software. FRED held an Evaluation Committee meeting on December 3, 2013. The decision was made to invite two of the four firms to provide a software demonstration and answer any questions the committee has. Prior to meeting with the potential vendors, FRED staff will visit two sites with software installation in Charlottesville and Lynchburg, Virginia before the Christmas holiday. Plans are to select vendor by January 2014 and have the vendor start the project by February 2014.
- Update on maintenance facility: Ms. Kimball reported that the maintenance facility is close to completion. The contractor is waiting for some parts that are on backorder. A completion date should be within the next week or so. The fleet maintenance building has been in operation since the end of October 2013.
- VIP Event: Ms. Beck reported that the VIP Event was a huge success. Ms. Beck commended Ms. Erkert with all her hard work organizing the event, Mr. Levine and his wife for the floral arrangements and furniture, and all the help from the FRED staff.

Committee Reports:

(1) Mission, Goals and Objectives:

- Dr. Weinstock reported that the six month progress report will be made at the February 2014 meeting.

(2) Partnership/Marketing:

- Ms. Erkert had nothing new to report. Ads continue to run on the radio, online and in the newspaper. Ms. Beck reported that FRED has participated in the Toys for Tots program with WFLS and The Free Lance-Star since 2009. FRED will be accepting unwrapped toys the week of December 1 – 7, 2013.

(3) Services to the Underserved:

- Ms. Fults distributed copies of the ADA Essentials for Transit Board Members. Ms. Fults reported that Mr. Koziol and Mr. Paddeu attended a meeting in November 2013 about the Taxicab Commission. According to Ms. Fults, two key concerns for people with disabilities using taxicab service are the high fare costs and challenges with quality customer service.

(4) Operations and Oversight:

- Mr. White commended Ms. Beck and her staff on the design of the new maintenance facility. Mr. Levine added how remarkable it has been to watch FRED grow over the years. He stated that the system is set now for the next 40 years given the useful life of these facilities. Mr. Levine expressed heartfelt thanks to Ms. Beck and her staff for their hard work and federal and state agencies for their funding support which has made these major capital projects possible.

Other Business:

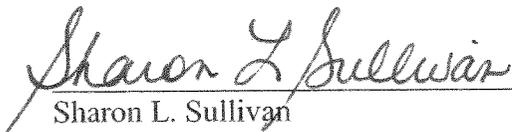
- Rev. Davies presented Ms. Beck a plaque from the members of the PTAB Board in recognition of her 16 years of dedicated service to FREDericksburg Regional Transit (FRED), the citizens of the region, and her employees.

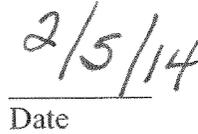
Announcements:

- Ms. Beck will be honored at the City Council Meeting on December 10, 2013 at 7:30 p.m.
- Going Away Breakfast for Ms. Beck on December 13, 2013 from 9:00 a.m. to 11:00 a.m. at the new Maintenance Facility Training Room.
- FRED Employee Holiday Luncheon on December 23, 2013 from 11:00 a.m. to 3:00 p.m. at FRED Transit.
- disAbility Resource Center will have Open House on December 11, 2013 from 3:00 p.m. to 7:00 p.m.
- The next PTAB meeting will be held on February 5, 2014.

The meeting was adjourned at 9:07 a.m.

Approved by the Public Transit Advisory Board


Sharon L. Sullivan


Date