

**Cape Cod Regional Transit Authority
Advisory Board Meeting
Hyannis Transportation Center
September 19, 2018**

Minutes

A meeting of the Cape Cod Regional Transit Authority Advisory Board was held on Wednesday, September 19, 2018, at 9:00 a.m., at the Hyannis Transportation Center, Hyannis, Massachusetts. The meeting was called to order at 9:00 a.m. by Bob Lawton, Vice Chairman.

Board members present were: Bob Lawton, Yarmouth; Roy Jones, Brewster; Mark Ells, Barnstable; Bud Dunham, Sandwich; Sam Patterson, Falmouth; David Panagore, Provincetown; Brenda Vasquez, Dennis; Mandi Speakman (for Jill Goldsmith), Chatham.

Others present included: Thomas Cahir, CCRTA; Kristen Boyd, CCRTA; John Kennedy, MV; Dennis Foster MV; Fred Valdivia MV; Kathleen Jensen, CCRTA; Paula George, CCRTA; Henry Swiniarski, CCRTA; Lynn Ahlgren, CCRTA; Noah Berger, CCRTA; Lisa McKay, CCRTA; Scott Swiniarski, CCRTA; Linda Landry, CCRTA.

A 60.78% quorum was determined.

I. Minutes of June 20, 2018 Advisory Board Meeting

Dunham moved that the minutes be approved. Jones seconded. **Approved.**

II. Reports

Tom Cahir reviewed the board packet highlighting the Plymouth & Brockton issues with NTD reporting. He continued with an update on the Registry of Motor Vehicles stating that Mark Ells had been helpful in arranging an upcoming meeting with MassDOT for clarification on timing.

He continued with the success of CapeFLYER's 6th season stating that ridership once again had increased over the 2017 season. Jones made the request for a South Side stop and a Monday morning train.

He went on to explain the Task Force he was appointed to, by the Governor, to make recommendations on service standards, predictable revenue streams, appropriate ridership, customer service, asset management, financial performance indicators and best practices for RTAs, dedicating \$4M of the funding to RTAs that incorporate recommended reforms. Roy Jones brought up an article regarding Transit Funding with a question that Tom answered in his overview

Tom completed his summary of the reports and turned the meeting over to Bob Lawton.

III. Advisory Board

- Executive Committee – No report
- Audit & Finance – No report
- Fare & Service – No report
- Rail Committee – Roy Jones, again, noted that a South Side stop and a Monday morning train would be beneficial.

IV. New Business

Tom asked John Kennedy to briefly explain to the board some of the new initiatives our team has been working on for the past 2 years designed around operating economics, technology and service improvements. Specifically, how CCRTA can take advantage of lower cost, smaller vehicle types to provide a more flexible wheelchair accessible minivan to transport PT-1 and other HST clients. John explained that while most transit agencies are experiencing drops in ridership, CCRTA is supplementing its traditional transit bus services with these smaller vehicles at a lower cost, per trip, than outside vendors and to increase ridership. This initiative is designed to accommodate more of the growing amounts of PT-1 prescriptive trips that the Authority distributes to the lowest cost providers. CCRTA is developing a smartphone-based application for clients to use so that an on-demand request for transport may be used to back-fill available seats on the minivans and other DART vehicles whenever there is availability. In only two weeks since implementation, CCRTA has already transported nearly 400 new client trips, using only four minivans applied to this new service. While existing DART fleets have been transporting thousands of PT-1 trips over the years, this new, nimble service will enhance CCRTA's ability to transport many additional PT-1 clients more economically than some outside vendors. CCRTA believes that industry trending requires that it stays well ahead of these trends, rather than fall victim to them.

David Panagore asked about app marketing and development and whether we would be able to take away the human factor, ie: dispatcher. John answered that we don't want to eliminate a dispatcher, but extend their functions with the app. David offered to assist with the tech and app development.

V. Old Business

VI. Public Questions/Concerns

Mark Ells suggested in addition to our Youth and Senior Initiatives, we should add a Visitor Initiative.

VII. Adjournment

Jones moved to adjourn, Dave Panagore seconded, approved unanimously.

Meeting adjourned at 9:47 a.m.