**Southeastern Regional Transit Authority Advisory Board Meeting**

Date: Thursday, February 21st, 2019

Location: Fall River Government Center

 1 Government Center, First Floor Cafeteria

 Fall River, MA 02720

(1) Call to Order

**The Advisory Board Chair called the meeting to order at 5:03PM EST.**

(2) Roll Call

Present:

|  |  |
| --- | --- |
| City of New Bedford | City of Fall River |

Absent:

|  |  |
| --- | --- |
| Town of Acushnet | Town of Somerset |
| Town of Dartmouth | Town of Swansea |
| Town of Fairhaven | Town of Westport |
| Town of Freetown | Riders Representative |
| Town of Mattapoisett | ADA Representative |

Additional Attendees:

|  |  |
| --- | --- |
| Erik Rousseau, SRTA | Arthur Frank, General Counsel |
| Kristen Sniezek, SRTA |  |
| Shayne Trimbell, SRTA |  |

(3) Approval of Minutes

**The motion was made (Fall River) and seconded (New Bedford) to approve the minutes from the previous November (11/15/2018) Advisory Board Meeting. So Voted.**

(4) Citizen’s Participation

No Citizen’s Participation.

(5) Service Report

Mr. Erik Rousseau (Administrator) presented the first half (6-month) SRTA Ridership Report for FY19, highlighting the increases in ridership as well as various productivity measures. When compared to the same period of the prior year, the Authority has experienced an overall increase in ridership of 2.24%.

The City of New Bedford questioned the above average decrease shown for the New Bedford Route 4 (NB4) – of which is related to the changes and shifts of nearby Routes. Due to these surrounding movements, the Authority had anticipated a decrease in ridership for the NB4.

(6) Civil Rights Update

The Civil Rights Update has been deferred to the next Advisory Board meeting.

(7) Old Business

*Update on Task Force for RTA Performance and Funding:*

Mr. Rousseau shared with the Board the recent updates regarding the Regional Transit Authority (RTA) Task Force discussions – most notably of which being the production of a Comprehensive Document that is likely to serve as the basis of the Final Report for the Task Force.

Mr. Rousseau added that the Document appears to fairly represent the interests of the RTA’s and would ultimately increase the baseline funding for RTA’s from $82 million to $90.5 million.

As mentioned in prior Board correspondences, SRTA has submitted three applications for the discretionary funding – NB8 and FR5 night service, Providence service, and continued Wareham service – and is currently awaiting MassDOT conclusion. To date, MassDOT has asked for and received the ridership projections related to the NB8 and FR5 night service.

While no pronouncements have been made, the Authority is prepared for successful notice of the NB8 and FR5 night service.

The City of Fall River questioned if the aforementioned Document (prepared by the Task force) would be subject to public hearing, in which Mr. Rousseau noted said Document should be.

(8) New Business

*FY19 Budget Update:*

Provided with the meeting materials, Mr. Rousseau presented the high level summary of the FY19 budget progress, underlining the increase in fare revenue – of which can be associated to the increase in ridership.

Additionally, the Board was informed of a forthcoming budget adjustment related to the rise in State Contract Assistance for RTA’s from $80.4 million to $82 million. This adjustment is set to be presented at the April meeting.

*FY20 Budget Outlook:*

SRTA will be presenting the draft FY20 Budget on March 21 to the Audit and Finance Sub-Committee, which will then be presented to the Advisory Board. Consistent with prior years, SRTA will be looking to present and subsequently approve the final FY20 Budget at the May Advisory Board Meeting.

In comparison to prior year’s spending, the usage of Federal dollars has increased – up to 46% last year – in which Mr. Rousseau stated that under Federal regulation, the maximum allowable split is 50%. Additionally, Mr. Rousseau stressed the importance of matching funds – State Contact Assistance (SCA) and Local Assessment (LA) – on the sustainability of the Authority.

*Title VI Plan Presentation:*

Shayne Trimbell (Director of Transit Planning) presented the draft version of the SRTA Title VI Plan to the Board. Title VI, by definition, is as followed:

*Title VI of the Civil Rights Act of 1964 Provides that no person in the United States shall on the ground of race, color, or national origin be excluded from participation in, denied the benefit of, or be subjected to discrimination under any activity or program receiving federal assistance.*

In accordance with the requirements of the Federal Transit Administration (FTA), the Advisory Board is required to acknowledge the report and establish or reaffirm policies and procedures to prevent discriminatory practices.

As outlined in the Report, SRTA is responsible for actively measuring, monitoring, reporting, and assessing the following subset of system-wide service standards related to Title VI: Vehicle Load, Vehicle Headway, On-Time Performance, Service Availability, Distribution of Transit Amenities, and Vehicle Assignment.

The City of New Bedford questioned the information related to Service Availability, of which Mr. Trimbell indicated that this information is reported by the American Community Survey and is based upon access to a vehicle in the household.

**The motion was made (Fall River) and seconded (New Bedford) to acknowledge that the Advisory Board has been made aware of SRTA standards in accordance with the Title VI Plan.**

(9) Logistics for the Next Advisory Board Meeting

The next SRTA Advisory Board meeting is tentatively scheduled for March 28th in New Bedford, however, Mr. Rousseau shared the intention of polling the Advisory Board Members to gauge if a particular time would be more suitable and help facility attendance. Upon conclusion of the above-mentioned surveying, the time that is determined to be most convenient will be distributed.

The Designee for the City of Fall River mentioned the inability to attend the March meeting.

(10) Adjournment

**The motion was made (New Bedford) and seconded (Fall River) to adjourn the meeting at 5:55PM EST.**