



## **Southeastern Regional Transit Authority (SRTA) Advisory Board Meeting**

**Date:** Monday, June 14<sup>th</sup>, 2021

**Location:** Virtual Meeting via SRTA Cisco WebEx (2:00PM)

Call in Number: 1-408-418-9388; Access Code: 132 573 2963; Password: 736 84 539

**Purpose:** FY21 SRTA Advisory Board

### (1) Call to Order

**The Advisory Board Chair called the meeting to order at 2:07PM EST.**

### (2) Roll Call

**Present:**

City of New Bedford (Jennifer Clarke)

City of Fall River (Mayor Paul Coogan)

Town of Fairhaven (Paul Foley)

Riders Representative (Dan Robillard)

Town of Dartmouth (Cody Haddad)

**Absent:**

Town of Acushnet

Town of Mattapoisett

Town of Freetown

Town of Westport

Town of Somerset

ADA Representative

Town of Swansea

**Additional Attendees:**

Erik Rousseau, SRTA

Arthur Frank, General Counsel (SRTA)

Kristen Sniezek, SRTA

Lilia Cabral-Bernard, SRPEDD

John LeBert, SRTA

Shayne Trimbell, SRTA

Nancy Rezendes, SRTA

Maritza Aquino, SRTA

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(3) Approval of Minutes

**Motion:** The motion was made (Town of Dartmouth) and seconded (Riders Representative) to approve the minutes from the previous May (05/27/2021) SRTA Advisory Board Meeting.

**Discussion:** N/A

**Vote:**

**For:** Town of Dartmouth, City of Fall River, City of New Bedford, Town of Fairhaven, Riders Representative

**Status:** Motion Passes

(4) Citizen's Participation

No Citizen's Participation.

(5) Civil Rights Update

*Title VI:*

The SRTA's Title VI Plan has been submitted and is under FTA review and awaiting concurrence.

*Equal Employment Opportunity (EEO):*

The EEO Plan for South Coast Transit Management (SCTM) has been submitted and is under FTA review and awaiting concurrence.

*Disadvantaged Business Enterprise (DBE):*

The SRTA's DBE goals for FFY19-FFY21 has been submitted and is under FTA review and awaiting concurrence.

The SRTA's DBE Program Plan received concurrence in September 2017.

The June 1 semi-annual report was submitted and is under FTA review. The next semi-annual report is due December 1.

*Environmental Justice:*

Environmental justice is a requirement that the SRTA must engage the public whenever there is a major project or route change.

The SRTA is constantly working to increase public participation, and if any public input is needed, it will be conveyed to the Board as part of this report.

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The public hearing regarding the service adjustments for the New Bedford Route 5 (NB5) and New Bedford Route 6 (NB6) is scheduled for June 17, 2021, at 4PM. This public hearing is slated to be held remotely, and information is available on the website and social media.

## (6) Old Business

*COVID-19 Response (<http://www.srtabus.com/covid19>):*

Mr. Erik Rousseau (Administrator) shared with the Board that while Governor Baker's (MA) Mask Mandate is set to expire, the Authority is required to follow the Transportation Security Administration (TSA) Security Directive (SD) 1582-84-21-01A "Security Measures - Mask Requirements."

Note: The TSA SD 1582-84-21-01A states that masks are still required on all Public Transportation Conveyances (i.e. Buses) and at Transportation Hubs until (at least) September 13, 2021.

## (7) New Business

*FY21 Budget Adjustment:*

Included with the meeting materials, Mr. Rousseau presented the SRTA FY21 Budget Adjustment highlighting the various year-end projections related to both operating revenues and expenses. As stated, the Authority experienced a shortfall in both auxiliary revenue and fare revenue, the latter of which can largely be associated with the (approximate) 6-month delay in the enforcement of fare collection.

Additionally, Transit Operations (expense) are projected to end the fiscal year at approximately \$555K below the budget number, while the savings in Fuel (expense) can be attributed to conservative budgeting, the delay in the start of full service, and favorable off-the-rack costs during the first three quarters (Q1, Q2, Q3) of the year.

Lastly, the advantageous projection for the SRTA Administration (expense) can be attributed to favorable interest RAN interest rans and reduced fees in other areas such as legal and consulting.

As questioned by the City of New Bedford, the FY21 Budget Adjustment presentation is not traditionally presented to the SRTA Audit and Finance Subcommittee, however, an FY21 Budget Year-End Projection was presented in conjunction with the FY22 Budget presentation.

**Motion: The motion was made (Riders Representative) and seconded (City of Fall River) to adopt the adjusted SRTA FY2021 Budget, as presented, in the amount of \$21,068,228.**

**Discussion: N/A**

**Vote:**

**For: Town of Dartmouth, City of Fall River, City of New Bedford, Town of Fairhaven, Riders Representative**

**Status: Motion Passes**

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## *2021 PTASP Update:*

Included with the meeting materials, Mr. Rousseau presented the SRTA's (2021) Public Transportation Agency Safety Plan (PTASP) highlighting the brief updates to *Section 3: Performance Data and Targets* to incorporate the data points collected for 2020. As a result of this change – and in addition to the freshness of this Plan (Fall 2020 approval) – the Authority will not be adjusting the performance targets.

Additionally, the Authority's Contract Operator is in the process of onboarding a new *Director of Safety, Security, & Training* and, upon completion of the onboarding process, will be assisting with the various safety functions of the Authority – including reviewing of the SRTA's PTASP.

In response to the City of New Bedford, Mr. Rousseau clarified that the Performance Data tables within this Plan are a rolling 5-year recap. As a result of adding data points for 2020, the data points for 2015 have been removed.

As questioned by the Riders Representative, the SRTA PTASP does not have any impacts on service levels and is intended to be more of a document or scorecard of safety-related performance for the Authority.

**Motion: The motion was made (Riders Representative) and seconded (Town of Dartmouth) to adopt the updated SRTA Public Transportation Agency Safety Plan (PTASP) as presented.**

**Discussion: N/A**

**Vote:**

**For: Town of Dartmouth, City of Fall River, City of New Bedford, Town of Fairhaven, Riders Representative**

**Status: Motion Passes**

## (8) Logistics for the Next Advisory Board Meeting

The next Advisory Board Meeting for the Southeastern Regional Transit Authority is anticipated to be held in September 2021 – following the SRTA Audit and Finance Subcommittee Meeting(s) – with any interim updates being circulated via email distribution.

Note: With the prospective extension of the amendment to the Open Meeting Law (Remote Meeting Provisions), it is expected that the next Advisory Board Meeting will continue to be held remotely.

## (9) Adjournment

**The Advisory Board Chair called the meeting to adjournment at 2:24PM EST.**

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