**COMET BOARD MEETING MINUTES**

 **March 26, 2014**

**Members Present: Guest Present:**

**City of Columbia**  Ron Anderson Frannie Heizer, McNair Law Firm

 Brian DeQuincey Newman Nicole Smith, Campbell Consulting

 Derrick Huggins Walter Durst, MTRA

 Liz Crum, McNair Law Firm

**Forest Acres** Jake Broom Rick Silver, Chernoff Newman

 Jackie Bowers, Veolia Transportation

**Lexington County** Lill Mood Larry Livingston, Veolia Transportation

 Rebecca Conway, Lexington County

 Sandra McKinley, Veolia Transportation

**Richland County** Mac Bennett Virginia Goodson, Veolia Transportation

 Jennifer Harding Francena Ryans, Veolia Transportation

 Kelvin Washington Ben Mauldin, CMCOG

 Reginald Simmons, CMCOG

**Rich. Co. Leg. Dele.** John Furgess Chuck Statler, Derrick, Stubbs and Stith

 Robert Morris Rosalyn Lorrick, Veolia Transportation

 Jerry Bowers, Veolia Transportation

**Absent Board Members:** Darin Black, Veolia Transportation

Skip Jenkins Brittany Barrett, Veolia Transportation

Debbie Summers Betty Robinson, Veolia Transportation

 David Lewis, Citizen

 Johnny Mason, Citizen

 **COMET Staff Present:**

 Robert Schneider, Executive Director

\*Denotes Participation by Phone Missy Lawlor, Administrative Coordinator

 Daphne Givens, Finance Manager

 Rosalyn Andrews, Staff Accountant

 Pamela Middleton

 Brittany Higgins

 Tiffany James

 LeRoy DesChamps

 Samuel Scheib

 Virginia Goodson

 Michelle Ransom

 Da’Veda Sistrunk

1. **CALL TO ORDER**

Chairman Brian DeQuincey Newman called the meeting to order at 12:05 PM.

1. **DETERMINATION OF QUORUM**

A quorum was present at the opening of the meeting.

1. **INTRODUCTION OF ATTENDEES**
2. **ADOPTION OF AGENDA**

**A motion was made by Lill Mood and seconded by Derrick Huggins to approve the agenda. Motion passed unanimously.**

1. **APPROVAL OF THE FEBRUARY 26 AND MARCH 12, 2014 MEETING MINUTES**

**A motion was made by Kelvin Washington and seconded by Ron Anderson to approve the February 26 and March 12, 2014 meeting minutes. Motion passed unanimously.**

1. **MIDLANDS TRANSIT RIDERS ASSOCIATION**

Walter Durst of Midlands Transit Riders Association stated that they held their General Membership Meeting on March 8th and had a good turnout. Mr. Durst also stated that on March 18, Keith Seymour went to the City Council meeting and spoke with them. Mr. Durst stated that their one year anniversary is on April 3 and that they will also have a driver appreciation day in May.

1. **COMMENTS FROM LOCAL RESIDENTS**

David Lewis – Mr. Lewis stated that there is a dangerous bus stop at the DMV on Route 4. He also stated that people are using profanity on the buses. Mr. Lewis also stated that the driver handled it by calling the supervisor and stopping the bus. He said that he really appreciates how the driver handled the situation.

Johnny Mason – Mr. Mason stated that the procurement practices need to be more honest and follow what was written in the paper about giving business to minorities. He said that he plans to let the community know that we are being unfair.

1. **REPORT FROM BUDGET COMMITTEE**

Nothing to report at this time.

1. **REPORT FROM SERVICE STANDARDS**

Communicated by Phone for Service Standards Information.

Samuel Scheib reviewed with the Board the following:

* Implement Sunday Service, which will be the same as Saturday Service.
* Fare-Free Weekends
* Zoo Route Change and promotion
* Fare-Free Sundays thru Labor Day

John Furgess stated that he is concerned that Sunday Services need to go to churches, since the churches did support the penny.

Kelvin Washington asked if we are back to where we were before the cut.

Bob Schneider stated that we are not back to where we were, we do not run as late.

Kelvin Washington asked if the Board directed the committee to restore Sunday service.

Lill Mood stated that the Board did not direct them.

Kelvin Washington stated that he would like to review all service before implementing Sunday service.

Lill Mood stated that she would hate to not implement Sunday while waiting for review, and that the system should be constantly changing.

Ron Anderson suggests that we implement Sunday service and study the rest to vet thru committee.

John Furgess stated that he would like to have later service.

Ron Anderson stated that he would like for Service Standards Committee to prioritize needs to give Sam directions.

Kelvin Washington stated that we need to look at the whole county and 2020 plan.

Brian Newman Appointed John Furgess to serve on the Service Standards Committee.

**A motion was made by Ron Anderson and seconded by Lill Mood to move forward with the Implementation of Sunday Service, Fare Free Weekends, Zoo Route Change and Fare Free Sundays thru Labor Day. Motion passed.**

**1 Opposed – Kelvin Washington**

1. **GENERAL SERVICES AGREEMENT WITH CENTRAL MIDLANDS COUNCIL OF GOVERNMENTS**

Bob Schneider stated that the CMCOG uses a grant with the COMET contributing $20k match for the Regional Intermodal Transit Facility Plan.

 Ron Anderson asked if we expose ourselves to being hijacked on price by landowners.

 Bob Schneider stated that we will see and will work with the CMCOG to see if possible.

**A motion was made by Ron Anderson and seconded by Mac Bennett to approve the Service Agreement with the CMCOG. Motion passed unanimously.**

1. **PROCUREMENT POLICY/CURRENT PROCUREMENT**

Frannie Heizer stated that they are currently making revisions to the procurement policy as required by the FTA. Ms. Heizer stated that she will submit to the Executive Committee.

Current Procurements – Frannie Heizer stated that we have several ongoing procurements and that we have serious deadlines from the FTA. She stated that 2 of them have appeals and that we will be brought up to date on those. Mr. Schneider stated that we were advised that we not make any other procurements. Mr. Schneider also stated that this is the 10th birthday of the grant and FTA doesn’t take to that very kindly. We have a firm deadline of close of business on June 30th. Any unused money would be taken away from us.

Liz Crum stated that Board action is needed on the 2 protest.

Brian Newman to move this item to Executive Session.

1. **EXECUTIVE DIRECTORS REPORT**
2. Response to Previous Meeting Inquires – Service concerns from the MTRA meeting are being addressed.
3. Update on Activities
* Still working on procurements
* Looking into service planning
1. Shelter Update – we need blessing on design so that we can move forward on shelters.
2. Service Data and Information – Service Data is in packet. Bob Schneider stated that we were drilled by the weather that we had and lost almost a week of ridership to the weather and business closings.
3. Financial Report and Overview – Daphne Givens reviewed with the Board the Financial Report.
4. Fuel Cost/Price Update – Included in packet. Cost overall remains low.
5. **INFORMATIONAL ITEMS (No Discussion Unless Specifically Requested)**
* **Contract Operator’s Report**
* **News Clippings**
* **Written Comments/Recommendations**
1. **LEGAL/CONTRACTUAL/PERSONNEL (May Require Executive Session)**

Brian Newman stated that we will go into Executive Session to discuss protest and Operator Procurement.

**A motion was made by Ron Anderson and seconded by Kelvin Washington to enter into Executive Session to discuss protest and Operator Procurement. Motion passed unanimously.**

**A motion was made by Mac Bennett and seconded by Ron Anderson to come out of Executive Session. Motion passed unanimously.**

**A motion was made by Ron Anderson and seconded by Mac Bennett to the Veolia Transportation contract to July 31, 2014. Motion passed unanimously.**

**A motion was made by Kelvin Washington and seconded by Mac Bennett for the Board to authorize an ad-hoc committee to handle the 2 protest. Motion passed unanimously.**

1. **OLD/NEW BUSINESS**

None

1. **ADJOURN**

**A motion was made by Mac Bennett and seconded by Ron Anderson to adjourn the meeting. Motion passed unanimously.**

Chairman Brian DeQuincey Newman adjourned the meeting at approximately 2:09 PM.

*COMET Board Meeting minutes are prepared and presented in summary form, audio recordings of the meetings are on file at the COMET.*