



The COMET Service Committee Meeting minutes are prepared and presented in summary form. Audio recordings of the meetings are on file at The COMET and are part of the approved minutes. If you would like to hear the recording from the meeting, please contact Paige Jernigan at [pjernigan@thecometsc.gov](mailto:pjernigan@thecometsc.gov).

Per SC Code of Laws, Title 30, Chapter 4, Section 30-4-80 - All public bodies shall notify persons or organizations, local news media, or such other news media as may request notification of the times, dates, places, and agenda of all public meetings, whether scheduled, rescheduled, or called, and the efforts made to comply with this requirement must be noted in the minutes of the meetings. The COMET complied with the notification of this meeting on Friday, February 7, 2020 at 3:15 p.m.

Central Midlands Regional Transit Authority Service Committee  
Wednesday, February 12, 2020-12:00 P.M.  
3613 Lucius Road, Columbia, SC 29201 - Conference Room A

**Members Present:**

John V. Furgess, Sr  
Carolyn Gleaton  
Skip Jenkins\*  
Derrick Huggins\*  
Colonel (R) Roger Leaks, Jr., Chair  
Lil Mood\*  
Geraldine Robinson

**Guests Present:**

Pam Baker, Attorney, Burr & Forman  
Mamie Jackson, Transit Rider  
Bill Jordan, AECOM  
Larry Gabaldon, Interim Transdev, General Manager  
Zane McGhee, Engineer, Davis & Floyd  
April Platts, Interim Paratransit, Operations Manager  
Patrick Tyndell, AECOM

**Absent Committee Members:**

None

*\*indicates participation by phone*

**The COMET Staff Present**

John Andoh, Executive Director/CEO  
Paige Jernigan, Administrative & Customer Service Specialist

**1. CALL TO ORDER AND DETERMINATION OF QUORUM**

Col. Leaks called the meeting to order at 12:06 P.M.  
A quorum was present at the opening of the meeting.

**2. ADOPTION OF AGENDA**

**Motion:**

A motion was made by Mr. Furgess and seconded by Ms. Gleaton to adopt the agenda.



Approve: Furgess, Gleaton, Huggins, Leaks, Mood

Absent: None

Motion passed

3. MIDLANDS TRANSIT RIDERS ASSOCIATION UPDATE (Verbal)

No representation

4. CALL TO THE PUBLIC

- COMMENTS MUST PERTAIN TO ITEMS NOT ON THE AGENDA. THE BOARD CANNOT COMMENT.
- INDIVIDUALS WISHING TO ADDRESS THE BOARD MUST SIGN UP PRIOR TO THE CALL TO ORDER.
- COMMENT TIME LIMIT - TWO (2) MINUTES PER PERSON.

Ms. Jackson, a rider, expressed concerns/suggestions:

- Wheelchair riders should be allowed to ride the bus for free
- Senior citizens should not have to show identification
- Discontinue the Soda Cap Connector
- The schedules should not be in color to save money
- Dislike the fare free on holidays
- All Board meetings and Committee meetings should be held at COMET Central
- Why are we charging the school district for students when they should be allowed to ride for free?
- Purpose of the trolleys
- Cease and desist bus service to those on fair grounds on game days
- The COMET does not need a Planner
- Changes being implemented without notice
- Fence put up on Sumter street

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5. MINUTES FROM January 8, 2020 MEETING

Motion:

A motion was made by Mr. Furgess and seconded by Ms. Gleaton to approve the minutes from January 8, 2020.

Approve: Furgess, Gleaton, Huggins, Leaks, Mood

Absent: None

Motion passed.

6. MATTERS REFERRED FROM THE BOARD OF DIRECTORS

A. DISCUSS PREVIOUS MOTIONS FROM 2017 TO PRESENT.

Mr. Andoh summarized the motions.

- Service Committee development of long-term service plan



- Service Committee to work with South Carolina Department of Transportation to develop a plan for Park and Ride Service
- Streetscape plan for Harden & Taylor
- No eating or drinking policy
- Review impacts to paratransit service prior to fixed route service changes
- Fare Free Pilot - Option C-4 presented with Soda Cap fare increase to \$1.00 basic rider and \$.50 for discounted rider
- Appoint Transdev Key Personnel

## 7. TRANSDEV OPERATIONS REPORT

Mr. Gabaldon reviewed the Operations Report. He stated there were three (3) preventable accidents.

Events:

- Special Service - Cookie Crawl - December 5, 2019.
- Special Service - Stuff-A-Bus - December 6 & 13, 2019
- Special Service - Snowball Parade in Lexington - December 8, 2019
- Shift Bid - December 11 & 12, 2019
- Trolleys Returning to Soda Cap Connector - December 12, 2019
- Special Service - West Columbia Christmas Parade - December 14, 2019
- Holiday Meal - December 17, 2019
- Safe Place Introduction - December 19, 2019
- Christmas Eve - December 24, 2019 (Saturday Service Schedule)
- Christmas Day - CLOSED
- Famously Hot New Year - Extended Service - December 31, 2019 (Saturday Service Schedule)

Mr. Furgess asked about the on-time performance. Mr. Gabaldon stated that the number is going to be skewed due to the pull-out surveys. Mr. Furgess also inquired about the accuracy of the reporting. Mr. Andoh explained that there is a glitch, but it is being addressed. He added that a new Intelligent Transportation Vendor will be awarded next meeting, as a result the reports will be more precise.

Mr. Andoh added that The COMET is hiring its own Information Technology Manager that will be responsible for oversight of the contractor's information technology systems. He added that currently there are seven (7) bidders.

## 8. RIDERSHIP REPORT

Mr. Andoh reviewed the Ridership Report.

### Boardings

- December boardings of 212,544, an increase of 6,746 boardings
- Flex Route boardings increases by 3,430 and OART decreased by 207 boardings.



Mr. Andoh noted that the weekend boardings need to be studied as he feels we have too many buses during that time. Mr. Furgess suggested keeping the beginning time and end time the same and perhaps adjusting the number of trips in between. Mr. Andoh agreed and mentioned the Automatic Passenger Counters and how this will improve the efficiency issues.

Mr. Huggins asked about the Human Trafficking Grant. Mr. Andoh explained.

## 9. DISCUSSION AND ACTION ITEMS

### A. Passenger Amenities Program Update and Bus Shelter Design

Mr. Andoh introduced Mr. McGhee from Davis & Floyd to give an update on the recent projects regarding the passenger amenities program. Mr. McGhee mentioned that Davis and Floyd have provided Transdev with the overall review of all bus stops.

Mr. McGhee continued that they have completed permitting for one (1) shelter in the past month, along with three (3) shelters and two (2) of the sites are in the environmental review phase.

### B. Bus Cleaning Action Plan Follow Up

Mr. Andoh explained that In October 2018, the Board of Directors adopted the "Rules of the Road" which allowed passengers to eat and drink on the buses. At the August 2019 Board of Directors meeting, Mr. Furgess made a motion to "discontinue eating and drinking on buses immediately." The Chair directed the Service Committee to review this request and provide a recommendation to the Board on this issue. At the September 2019 Service Committee meeting, the Service Committee recommended implementation of the Action Plan prepared by Transport Care Services and to report back in 90 days.

The Board of Directors approved this in September 2019. Mr. Andoh added that the purpose behind allowing eating and drinking on buses is to make public transit attractive, accessible and convenient for current and new users and reduce bus operator and customer conflicts regarding the interpretation of "eating" or "drinking" on the bus, which was occurring in the past. The rule allows bus operators to focus on safety.

Mr. Andoh explained that the staff recommends that the Service Committee review the Rules of the Road adopted in October 2018 and provide direction to staff regarding eating and drinking on the bus. Ms. Gleaton noticed the improvements.

#### Motion:

A motion was made by Mr. Furgess and seconded by Ms. Gleaton to adopt the Rules of the Road approved in October 2018 to allow eating and drinking on the bus.

**Approve:** Furgess, Gleaton, Huggins, Leaks, Mood

**Absent:** None



Motion passed.

C. Reimagine The COMET Project Update

Mr. Andoh stated Jarett Walker and Associates are working on the Short-Range Transit Plan and Comprehensive Operations Analysis which is called "Reimagine The COMET." Their team presented an update on the project.

A slide show presentation depicted the survey results.

Col. Leaks was pleased with the results and the data that was presented. Mr. Andoh added that Mr. Walker will attend the Vision 2020 retreat for a more in-depth discussion.

10. MOTIONS PERIOD

Motion:

A motion was made by Mr. Furgess and seconded by Ms. Gleaton to recommend to the staff a public relations campaign to give free rides to voters, The COMET to the Polls during the upcoming election.

**Approve:** Furgess, Gleaton, Huggins, Leaks, Mood

**Absent:** None

**Motion passed.**

Mr. Huggins agreed and expressed support for Mr. Furgess' motion.

11. LEGAL/CONTRACTUAL/PERSONNEL (may require executive session)

Motion:

A motion was made by Mr. Furgess and seconded by Ms. Gleaton to enter Executive Session.

**Approve:** Furgess, Gleaton, Huggins, Leaks, Mood

**Absent:** None

**Motion passed.**

*Entered Executive Session at 1:12 p.m.*

Motion:

A motion was made by Mr. Furgess and seconded by Mr. Huggins to adjourn Executive Session.

**Approve:** Furgess, Gleaton, Huggins, Leaks, Mood

**Absent:** None

**Motion passed.**

*Adjourned Executive Session at 1:44 p.m.*

*No action taken.*



Mr. Andoh referred to Item 11 B, changes to Transdev Management team.

**Motion:**

A motion was made by Mr. Furgess and seconded by Ms. Gleaton that Transdev abide by the contract of 2015.

**Approve:** Furgess, Gleaton, Huggins, Leaks, Mood

**Absent:** None

**Motion passed.**

**12. ADJOURN**

**Motion:**

A motion was made by Ms. Gleaton and seconded by Mr. Furgess to adjourn.

**Approve:** Furgess, Gleaton, Huggins, Leaks, Mood

**Absent:** None


**Motion passed.**

The meeting adjourned at 1:46 p.m.

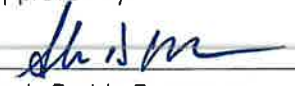
CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY

Adopted this March, 2020, Agenda Item \_\_\_\_\_

Prepared by:

  
Paige Jernigan, Administrative & Customer Service Specialist

Approved by:

  
Andy Smith, Secretary