



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.

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, May 8, 2020 at 3:15 p.m.

**Central Midlands Regional Transit Authority
Service Committee Meeting Minutes
Wednesday, May 13, 2020-12:00 P.M.
3613 Lucius Road, Columbia, SC 29201 – Conference Room A**

Members Present:

John V. Furgess, Sr.*
Carolyn Gleaton*
Derrick Huggins*
Al Koon*
Colonel (R) Roger Leaks, Jr., Chair*
Lil Mood*

Guests Present:

Tanisha Gibbons, Human Resources Manager*
Larry Gabaldon, Interim, General Manager, Transdev*
Mamie Jackson, Public Transit Rider
Zane McGhee, Davis & Floyd, Engineer*
April Platts, Interim Paratransit Operations
Manager, Transport Care Services*
Todd Warren, Davis & Floyd, Engineer*

Absent Committee Members:

Skip Jenkins
Geraldine Robinson
**indicates participation by phone*

The COMET Staff Present

John Andoh, Executive Director/CEO
Pamela Bynoe-Reed, Marketing and Public Information Manager
Leroy DesChamps, Director of Administration Operations/COO
Alexis Feliciano, Transit Traffic Checker
Eric Harris, Planning & Development Specialist
Paige Jernigan, Administrative & Customer Service Specialist

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Col. Leaks called the meeting to order at 12:02 P.M.
A quorum was present at the opening of the meeting.



2. ADOPTION OF AGENDA

Motion:

A motion was made by Ms. Mood and seconded by Mr. Huggins to adopt the agenda.

Approve: Furgess, Huggins, Leaks, Mood

Absent: Gleaton

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

No representation

5. MINUTES FROM the April 8, 2020 MEETING

Motion:

A motion was made by Ms. Mood and seconded by Mr. Huggins to approve the minutes from April 8, 2020

Approve: Furgess, Huggins, Leaks, Mood

Absent: Gleaton

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
- Approve Safety Policy

Mr. Andoh stated that he would send a rendering of the Harden and Taylor Street project.

7. TRANSDEV OPERATIONS REPORT

Mr. Gabaldon was unavailable, so he reported after the Ridership Report.



Mr. Gabaldon reviewed the Operations Report.

He stated there were zero (0) preventable accidents. He added that there were four (4) non-preventable accidents. He confirmed that service was reduced to Saturday service hours and social distancing is still a priority.

Ms. Mood asked for feedback from the drivers. Mr. Gabaldon explained that most complaints were full buses due to the social distancing and they are addressing with a "pusher" bus.

Mr. Gabaldon gave an update regarding the Operations Manager leave of absence and the replacement for the time being.

B. RIDERSHIP REPORT

Ms. Gleaton joined the call at 12:22 P.M.

Mr. Andoh reviewed the Ridership Report on Page 17.

Boardings:

- March boardings of 189,258, a decrease of 33,655 boardings
- Flex Route boardings increased by 1,233
- Dial A Ride Transportation decreased by 311 boardings.

Mr. Andoh explained the decrease is due to the Covid-19 virus. Mr. Andoh explained the Comparative April and May Ridership Report.

Mr. Andoh confirmed that Transdev would do one more report in June and The COMET staff will report in July on behalf of the new contractor.

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 gave his report based on documentation provided on Page 21. He added that they are in coordination via phone/email with Allen University and Benedict College for updates regarding approval of Harden/Taylor Site Improvements.

B. COVID - 19 Service Update

Mr. Andoh updated the Committee on what the COVID-19 Task Force has been discussing. Mr. Andoh stated after close monitoring, The COMET are taking the proper precautions to keep our riders safe. The COMET will begin operating on an enhanced Saturday level of service. Mr. Andoh summarized the changes on Page 26.



Mr. Andoh explained that to observe social distancing, essential travel is limited to twenty (20) passengers on the larger buses and four (4) passengers on the smaller shuttle vehicles. Travel will be one-way with mandatory deboarding at end of the route in order to minimize any occurrence of individuals attempting to ride non-essentially. Additionally, he added that security will be strategically placed at stops along the routes to help monitor adherence. Additionally, rear door boarding is in effect until further notice.

Motion:

A motion was made by Mr. Huggins and seconded by Ms. Mood to recommend that we return to enhanced Saturday level of service as needed and the COVID-19 Ad-Hoc Committee will monitor the service level and ultimately recommend when to go back to regular service.

Approve: Furgess, Gleaton, Huggins, Leaks, Mood

Absent: None

Motion passed.

10. MOTIONS PERIOD

None

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

12. Adjourn

Motion:

A motion was made by Ms. Gleaton and seconded Ms. Mood to adjourn the Service Committee meeting.

Approve: Furgess, Gleaton, Huggins, Leaks, Mood

Absent: None

Motion passed.

The meeting adjourned at 12:30 P.M.

CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY

Adopted this _____, 2020, Agenda Item _____

Prepared by:



Paige Jernigan, Administrative & Customer Service Specialist

Approved by:



Andy Smith, Secretary