



*The COMET 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.org](mailto:pjernigan@thecometsc.org).*

*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 Tuesday, June 16, 2020 at 3:15 P.M.***

**Central Midlands Regional Transit Authority  
COVID-19 AD-HOC SUBCOMMITTEE MEETING  
Friday, June 19, 2020-1:00 P.M.  
3613 Lucius Road, Columbia, SC 29201 – Teleconference**

**Members Present:**

Col. Roger (R) Leaks, Jr.\*  
Derrick Huggins\*  
Lill Mood\*

**Guests Present:**

Larry Gabaldon, Interim General Manager, Transdev\*  
Rick Silver, Public Relations Consultant, Chernoff Newman\*

*\*Indicates participation by phone.*

**Absent:**

None

**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  
Tanisha Woodson, Interim Customer Experience and Contract Compliance Specialist  
Eric Harris, Planning and Development Specialist  
Paige Jernigan, Administrative and Customer Service Specialist

**1. CALL TO ORDER**

Col. Leaks called the meeting to order at 12:34 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.

**Approved:** Huggins\*, Leaks\*, Mood\*

**Absent:** None

**Motion passed.**

**3. ADOPTION OF MINUTES FROM June 12, 2020**

**Motion:**

A motion was made by Mr. Huggins and seconded by Ms. Mood to approve the minutes from June 12, 2020

**Approved:** Huggins\*, Leaks\*, Mood\*

**Absent:** None

**Motion passed.**

**4. DISCUSSION & ACTION ITEMS**

A. Update of the COMET Operations, Vehicle Cleaning, Food Delivery and Re-Opening  
Mr. Gabaldon gave an update of the current operating procedures and stated that we implemented a mandatory mask rule stating that masks are to be worn on the buses by passengers and drivers. He explained the procedure and added that it is running smoothly so far, and most passengers are complying. The supervisors at COMET Central have replenishments for riders as well as the bus drivers.

Mr. Gabaldon confirmed there are dispensers for hand sanitizers and masks. He confirmed that we started out with 10,000 masks. The dispensers are being replenished with twenty-five (25) to cut down on passengers grabbing more masks than necessary. It was discussed and confirmed that we have received another 20,000 masks yesterday. Discussion ensued regarding personal usage of face masks.

*Mr. Silver joined the call at 12:44 P.M.*

Mr. Gabaldon gave an update on the cleaning of the buses.

Mr. DesChamps gave an update on the testing procedures and the process of the temperature kiosk. The Committee discussed best practices and potential scenarios. Mr. DesChamps did inform the Committee that one employee tested positive and has been quarantined for fourteen (14) days.

B. What Happens If Someone At The COMET Tests Positive for COVID-19?



Mr. Andoh referred to Page 13 and introduced Mr. Silver with Chernoff Newman. Mr. Silver explained that transparency is the most important issue when it comes to informing the public. Once a driver has been identified as having contracted the virus, we would communicate this to the public. Then it would be made clear that the driver has been removed from operations and is on quarantine. He added that the equipment would be removed from the operating fleet and those in contact with the infected individual would be notified and suggested to also quarantine. If this case involves a particular route, the passengers would be notified by a posting on the bus. He added being forthcoming has been more successful than not disclosing. The importance is restating the safety steps to protect the passengers and staff.

Discussion ensued regarding the language used to communicate with the public. Mr. Silver reiterated that we must disclose and be as transparent as possible. Mr. Andoh asked Mr. Silver to provide the Committee with an overview of the strategies used for communication to the public.

C. City of Columbia Emergency Ordinance and State of South Carolina Executive Order  
Extending the State of Emergency

Mr. Andoh mentioned that he has attached the Executive Order. He added that the Governor has extended it for eleven (11) more days. He discussed that the City of Columbia is having a meeting on June 23, 2020 regarding the public ordinance of wearing masks. Mr. Andoh explained the outcome of the meeting will be discussed at the next subcommittee meeting.

Mr. Andoh stated that he should soon have a final quote for the driver barriers, and he would bring it to the Committee as soon as possible.

Mr. Huggins stated that he would like to look at our supply of masks and the cost if this continues to be prolonged.

5. **ADJOURN**

**Motion:**

A motion was made by Ms. Mood and seconded by Col. Leaks to adjourn the meeting.

**Approved:** Huggins\*, Leaks\*, Mood\*

**Absent:** None

The meeting adjourned at 1:25 P.M.

CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY

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

Prepared by: \_\_\_\_\_



Paige Jernigan, Administrative & Customer Service Specialist

Approved by:

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Andy Smith, Secretary