



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, August 7, 2020 at 3:15 p.m.

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

Members Present:

John V. Furgess, Sr.*
Carolyn Gleaton*
Derrick Huggins*
Skip Jenkins*
Al Koon*
Lil Mood, Chair

Guests Present:

Chris Asmus, Sales Executive and Account Manager,
Enterprise
Dion Beuckman, Corporate Rental Manager,
Enterprise
Katherine Cason, DPA/Grant Assistant, Lexington County
Corey Gagnon, General Manager, RATP Dev
William Jackson, Safety and Training Manager
Colonel (R) Roger Leaks, Jr., Board Chair, Guest
Ben Limmer, Lead Transition Manager, RATP Dev*
Zane McGhee, Civil Engineer, Davis & Floyd
Joe Sanchez, Assistant General Manager/Operations
Manager
Sarah Saylor, Guest
Robert Smith, Senior Vice President/Client Relations, RATP
Dev*

Absent Committee Members:

Ron Anderson
Geraldine Robinson

**indicates participation by phone*

The COMET Staff Present

John Andoh, Executive Director/CEO
Leroy DesChamps, Director of Administration Operations/COO



Alexis Feliciano, Transit Traffic Checker
Kristen Forbus, Transit Services Intern
Tanisha Gibbons, Interim Customer Experience & Contract Compliance Specialist
Eric Harris, Planning & Development Specialist

Paige Jernigan, Administrative & Customer Service Specialist

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Ms. Mood called the meeting to order at 12:21 P.M.

A quorum was present at the opening of the meeting.

2. ADOPTION OF AGENDA

Motion:

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

Approve: Furgess*, Huggins *, Mood*

Absent: Gleaton

Motion passed

3. INTRODUCTIONS AND INFAS

4. MINUTES FROM JULY 8, 2020 MEETING

Motion:

A motion was made by Mr. Huggins and seconded by Ms. Mood to adopt the minutes from the July 8, 2020 meeting.

Approve: Furgess*, Huggins *, Mood*

Absent: Gleaton*

Motion passed

5. MATTERS REFERRED FROM THE BOARD OF DIRECTORS

A. Discuss Previous Motions from 2017 to Present

Mr. Andoh reviewed the motion outlined on Page 19.

- Motion to direct staff and Service Committee to develop a long-term service plan primarily in Richland County
- Motion to direct staff and Service Committee to work with SCDOT to develop a plan for Park and Ride Service, as an alternative plan primarily along the I-26 corridor for the 10-year construction period designated for the Carolina Crossroads project
- Develop Streetscape Plan for Harden & Taylor Streets, plus SuperStop

6. JUNE 2020 TRANSDEV OPERATIONS REPORT

Mr. Andoh reviewed the June 2020 Operations Report. There were no questions, only informational.



7. RATP DEV OPERATIONS REPORT –

Ms. Gleaton joined the meeting at 12:30 P.M.

Mr. Limmer referred to the Packet PowerPoint presentation that outlined the process for transition. He reviewed the report.

He stated that all positions are filled except the Information Technology Manager position. He further explained the transition process and staff roles.

Mr. Limmer covered:

- Evaluation of current state
- 30/60/90 Day Plan
- Transit Oriented Customer Care
- 4-Phase Transition Tasks

Mr. Gagnon gave an overview of current operations.

- Staff Appreciation – Chick Fila
- Daily Cleaning

Col. Leaks asked about the masks and the passengers. Mr. Gagnon confirmed that most wear masks with little resistance and most are bringing their own masks. He also confirmed that there is a utility worker at COMET Central during peak hours for additional cleaning.

8. RIDERSHIP REPORT

Mr. Harris provided an overview of the Ridership Report on Page 37. He did confirm that there is a small increase in ridership due to people going back to work, businesses are opening, etc. Discussion ensued regarding the validity of the data.

Mr. Andoh introduced Mr. Asmus with the Van Pool Program with The COMET. Mr. Asmus introduced Mr. Beuckman. They both reviewed the PowerPoint presentation.

- Program Metrics
- Environmental Impact
- Program Financials

It was confirmed that the vans are wrapped in The COMET logo. Mr. Asmus stated that the average cost per rider is around \$130 per month.

9. DISCUSSION AND ACTION ITEMS

A. Passenger Amenities Program Update

Mr. McGhee gave the passenger amenities update for Davis & Floyd. He stated that thirteen (13) shelter sites have been approved. He added that they have received the South Carolina Department Of Transportation permit for the improvements at the Harden and Taylor street location.



Mr. Andoh confirmed the shelter on Fisk Street and North Main will be reinstalled by the end of the week. Mr. Furgess wanted the count of shelters installed last year. Mr. McGhee stated he would get that information to the Board as quickly as possible.

B. University Service Update

Mr. Huggins recused himself at 1:04 P.M.

Mr. Andoh stated that The COMET is working towards an implementation starting September 1, 2020. The buses are being inspected and wrapped with The COMET branding. RATP Dev is in the process of hiring staff. Mr. Andoh stated that he hopes to have numbers prepared for the October meeting.

Mr. Andoh did verify that we will count USC passengers in our ridership numbers and will still receive additional funding from the Federal and State.

C. Autumn 2020 Service Changes.

Ms. Mood summarized that this is the first step of presenting the Staff analysis of these changes to the Committee for questions. She continued the next step would be to take a recommendation to the Board for a Public Hearing after Board approval. Lastly, the Committee would modify any recommendations or changes that need to be made before the process begins.

Mr. Furgess requested to make a motion to table these changes until the Board has had an opportunity to look at it. Ms. Mood explained that the Committee will look first and then it would be taken to the Board for discussion and then to a Public Hearing.

Mr. Furgess reminded the Committee that it is an election year. Discussion ensued regarding future sustainability of The COMET.

Mr. Andoh explained the Committee that the Staff have taken proper measures to ensure that we are operating fiscally responsible.

Mr. Huggins returned to the meeting at 1:16 P.M.

Ms. Mood summarized that the Committee would walk through each service change that Staff is suggesting on Page 54. Mr. Furgess expressed concern of the lack of community input. Ms. Mood stressed that the Committee will provide the information to the community for adequate feedback before implementation.

Mr. Huggins suggested tabling this information and this process would be informational only. Ms. Mood mentioned that this is simply a starting point and she didn't want to table something



that the Committee has not had the opportunity to review.

The Committee continued the discussion of examining the unproductive routes to be fiscally sound or continue operating the non-performing routes. The Committee discussed Uber and Lyft demand.

Mr. Huggins left the meeting at 1:43 P.M.

Motion:

A motion was made by Mr. Furgess and seconded by Ms. Gleaton to send the request for August service changes to the Board for discussion and referral.

Approve: Furgess*, Gleaton*

Yay: Furgess*, Gleaton*

Nay: Mood*

Absent: Huggins

Motion passed

D. Special Service Contract with United Way for Route 7 IWC Shuttle

Mr. Andoh explained that last fiscal year, the Board of Directors authorized the implementation of Route 7, the Inclement Weather Shuttle, which was 100% funded by the United Way of the Midlands through funding from the City of Columbia, which operated from November 1, 2019 to April 1, 2020.

Motion:

A motion was made by Ms. Gleaton and seconded by Mr. Furgess to approve the United Way of the Midlands Inclement Weather Shuttle.

Approve: Furgess*, Gleaton*, Mood*

Absent: Huggins

Motion passed

10. Adjourn

Motion:

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

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

Absent: None

Motion passed

The meeting adjourned at 1:50 P.M.

CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY

Adopted this _____, 2020, Agenda Item _____

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Absent: Huggins

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

Absent: None

Motion passed

The meeting adjourned at 1:50 P.M.

CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY

Adopted this Sept., 2020, Agenda Item _____
Prepared by _____

Paige Jernigan, Administrative & Customer Service Specialist

Approved by:

Allison Terracio

Allison Terracio, Secretary

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Committee Meeting Minutes

August 12, 2020 Service

