

**Pierce Transit
 Community Transportation Advisory Group
 Pierce Transit Training Center
 Rainier Conference Room
 Minutes – June 25, 2015**

CALL TO ORDER

Meeting called to order at 5:30 p.m. by Co-Chair, Chris Karnes.

ROLL CALL AND ATTENDANCE

CTAG members present: Chris, Beale, Paul Bala, Bridgett Johnson, Chris Karnes, Sandy Paul and Steven Schenk

CTAG members absent: Penny Grellier, Hongda Sao, Tyree Smith and Richard Zalucha

Pierce Transit employees present: Tim Renfro; ADA Eligibility Administrator, James Sullivan; Administrative Specialist II and Ryan Wheaton; Business Partnership Administrator

INTRODUCTIONS

Introductions did not occur. There were no new staff or attendees present.

APPROVAL OF MINUTES

Steven Schenk made a correction to the May minutes. He was the member who seconded the approval of the minutes.

Bridgett Johnson moved to approve the May 28, 2015 minutes. Steven Schenk seconded. Motioned carried.

CTAG MEMBERS AND STAFF REPORT ON ACTIVITIES

Steven Schenk reported on the DuPont Planning Commission meeting which he attended on June 22, 2015.

Chris Karnes reported on the Sound Transit Long Range Plan/Sound Transit 3 meeting which he attended on June 24, 2015. Sound Transit is asking for the public to submit comments relating to the plan. Chris also reported on the forward progress with Pierce Transit's Long Range Plan.

PUBLIC COMMENT

Betsy Elgar, local business woman and caregiver read a statement regarding Pierce Transit service. Her statement included topics on public safety on buses, fares and governmental matters.

DISCUSSION ITEMS

1. Reasonable Modification – Tim Renfro: Tim Renfro distributed a document pertaining to the final ruling the Federal Transit Administration released on March 13, 2015 which will become effective on July 13, 2015. Included in the document were ways Pierce Transit has already modified its transit services for passengers with disabilities including; allowing a person to eat or drink due to their medical condition, allowing Personal Care Attendants (PCAs) to ride free of charge with their client or asking the coach

operator for assistance with using the ORCA machine upon boarding. Also included in the document were examples of modifications which aren't reasonable including; having coach operators maneuver the rider's mobility devices or requesting a SHUTTLE ride with no other passengers on board.

Tim asked CTAG member's what their input regarding other reasonable modifications ideas are. Chris Beale hopes Pierce Transit staff understands the criteria for reasonable modifications. Bridgett Johnson asked if there will be a change in allowing riders to stay on the bus while the driver exits to take a break due to the weather being extremely warm. Tim informed he will talk to Operations about this question.

2. CTAG Operating Procedures – Ryan Wheaton: Ryan Wheaton made a correction to the agenda item "Operating Procedures." It should have been labeled "Operating Guidelines." Ryan distributed an edited CTAG Operating Guidelines document for member review.

Steven Schenk and Bridgett Johnson spoke on the attendance item of the Operating Guidelines. Members spoke about adding language regarding unexcused absences and committee authority regarding absences to the procedures. Chris Karnes mentioned having a discussion regarding member's attendance once they have missed three consecutive meetings in a row. Bridgett was not in favor of the three consecutive absences idea. She would like it at four consecutive absences. Chris informed the language of the attendance policy needs to be finalized before it's approved.

Currently there is no specified high school student representation spot in the CTAG Operating Procedures. Member's talked about the possibility of adding this.

Paul Bala discussed what "one more than half of the current CTAG members constitutes a quorum." He wanted clarification if it was the current members at a meeting. Ryan mentioned he will add "all current members" into the quorum definition.

3. CTAG Direction – Ryan Wheaton: Ryan talked about CTAG's direction and how it's unclear. Currently CTAG asks for presenters to come to them. Ryan shared a suggestion of the CTAG liaison scheduling presenters to come and speak to them on an ongoing basis. This would give the CTAG members a chance to create questions and comments ahead of time to share.

Chris Beale mentioned the possibility of asking the Board of Commissioners for some points of direction for CTAG. Ryan will speak to Deanne Jacobson, Clerk of the Board, to see about bringing that item to the Board of Commissioners' study session.

4. Presentation Template – Chris Karnes: Chris spoke on behalf of Penny Grellier regarding the construction of a presentation template to give attendees who will be speaking at CTAG meetings. The template would include whether or not they would like feedback or recommendation from the CTAG board to the Board of Commissioners.

PIERCE TRANSIT NEWS AND ANNOUNCEMENTS

Ryan Wheaton reported on the following news articles and announcements:

- Monthly ridership for May 2015 (this was e-mailed to members)

- Pierce Transit Board update including the approval of the NE Tacoma Demonstration Project with a start date of September 27, 2015.

ADJOURNMENT

The meeting was adjourned at 7:02 p.m. by Chris Karnes.

Submitted by:

Ryan Wheaton, Business Partnership Administrator

Approved by:

as amended

Penny Grellier, CTAG Chair