

**Pierce Transit
Community Transportation Advisory Group (CTAG)
Pierce Transit Training Center
Rainier Conference Room
Minutes – September 28, 2017**

CALL TO ORDER

Cody Bakken called the meeting to order at 5:31 p.m. Chris Karnes absent.

ROLL CALL AND ATTENDANCE

CTAG Members Present: Cody Bakken, Tommy Manning, Sandy Paul, Steve Schenk, Richard Zalucha, Denise Edington

CTAG Members Absent: Hongda Sao, Chris Karnes

Pierce Transit Employees Present: Penny Grellier, Business Partnership Administrator; Mike Griffus, Executive Director of Service Delivery and Support; Reggie Reese, Safety Manager; Tina Lee, Community Development Administrator

APPROVAL OF MINUTES

Sandy Paul motioned to approve the August 24, 2017 minutes as written. Tommy Manning seconded. Motion carried.

CTAG MEMBERS AND STAFF REPORT ON ACTIVITIES

Penny Grellier thanked those CTAG members who were able to make the Drive Electric Week event on September 8 here at Pierce Transit. Tommy contributed his opinion about the electric bus: beautiful vehicles but the access for someone in a mobility device was difficult (not much clearance). Cody commented on how quiet the bus was while running.

PUBLIC COMMENT

Betsy P. Elgar, local businesswoman and transit rider, read a statement pertaining to Pierce Transit's service and submitted a copy to the CTAG Board.

DISCUSSION ITEMS

1. **SHUTTLE Request for Proposal (RFP) and Discussion – Mike Griffus:** Mike Griffus described the SHUTTLE RFP process to members and invited CTAG to send a representative to be part of the review panel when the responses have been collected. The task would require two days of work, reading the responses and then discussing and ranking them with the panel group. Mike also presented a slide show featuring various accessible vans that may be considered for use in place of the typical SHUTTLE cutaway buses in future. We currently have two MV-1 vehicles being tested as supervisor vehicles; Mike made one such MV-1 available for the CTAG members to look at after the meeting. *Any member interested in taking part in the SHUTTLE RFP response review process should let Mike know by the November CTAG meeting.*

2. Safety Management Systems – Reggie Reese: Reggie Reese, new Safety Manager, gave a presentation on the System Safety Program Plan that is used by Pierce Transit. He described the Ten Pillars of the plan and how CTAG members might see the various safety protocol in use around our facility, at transit centers and throughout the system. He also invited CTAG to sit in on an Operator training class and look at CDL requirements at some time in the future so they can learn what Operators are expected to practice out in the field and on base.

3. Downtown to Defiance (D2D) Trolley Summary and Next Steps – Tina Lee: Tina Lee summarized this summer's Downtown to Defiance Trolley service for the group, including distribution of a heat map showing popular stops, statistics on ridership and cost per passenger as compared with Gig Harbor trolley, survey data and demographics of riders. CTAG members contributed their thoughts and feedback. Given that the Zoo was the most popular destination during the pilot, Richard suggested considering running the trolley from downtown to Zoolights around the holidays, since parking at Pt. Defiance Park is difficult during events. Cody suggested that, given low ridership, PT could consider using smaller vehicles as trolleys to save on costs.

MEMBER DELIBERATION

PIERCE TRANSIT NEWS AND ANNOUNCEMENTS

Penny notified CTAG that four members are ending their term on December 31, 2017 (Steve, Richard, Sandy and Hongda). There is also a fifth vacant position at the moment. Those members whose terms are ending are asked to consider whether they would like to renew for another term or if they will be leaving CTAG. Penny asked those members to think about this and call her with their decision. Recruitment for new members will soon begin and interviews will be held in December; a CTAG member may participate in the selection process.

ADJOURNMENT

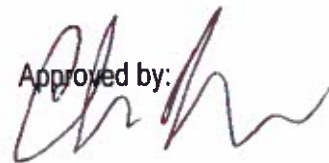
Meeting was adjourned by Vice Chair, Cody Bakken at 6:56 PM.

Submitted by:



Penny Grellier, Business Partnership Administrator

Approved by:



Chris Karnes, CTAG Chair