

**METRO RTA
SAFETY, EQUITY, AND PLANNING
COMMITTEE MEETING MINUTES
ROBERT K. PFAFF TRANSIT CENTER BOARD ROOM
THURSDAY, JULY 18, 2024**

Committee

Members Present: Robert DeJournett and Christine Marshall,

Trustees Present: Mark Derrig, John Valle, Bob Konstand, Gary Spring, Chuck Rector and Nicole Squire

Trustees Absent: David Prentice and Donald Christian

Trustees Excused: Dana LaGarde and Renee Greene

METRO Team

Members Present: Gert Wilms, Jarrod Hampshire, Eric Scott, Angie Neeley, Tatia Harris, Shawn Metcalf, Marshall Preston, Molly Becker, Grace Doyle, Laura Adkins, Nathan Leppo, DeHavilland McCall and Regina Mills

CALL TO ORDER

Mr. Robert DeJournett called the meeting to order at 9:32 am.

APPROVAL OF MINUTES FROM THE JUNE MEETING

Mr. John Valle made a motion to approve minutes from the June meeting. Mr. Mark Derrig 2nd the motion. The minutes were unanimously approved.

SUB-COMMITTEE REPORTS

Planning Report | Nathan Leppo

KPIs were reviewed.

Emphasized the critical role of KPIs in our operations, especially as they are reported to the National Transit Database (NTD). The Federal Transit Administration (FTA) utilizes the NTD for several purposes. There are three main categories, to allocation of funding, informing government decision makers and reporting to congress and researchers. We report monthly and yearly and just recently our line services weekly.

Mr. Gary Spring inquired about our current status compared to pre-COVID levels. As of two months ago, we were operating at approximately 81% of our pre-COVID recovery rate.

Two months ago we're at about 81% of our recovery rate.

Safety & Security Report | Shawn Metcalf

KPIs were reviewed.

Introduction of Marshall Preston as our new trainer. Marshall brings a wealth of experience, 18 years as a bus operator, completed multiple instruction certifications: CPR, First Aid, NTI, Operator Awareness etc. Great edition to the team. Welcome Marshall!

Our training program continues to evolve & expand. Our team is preparing for the upcoming large class, ensuring that we are well-equipped for an effective training session.

Ms. Nicole Squire appreciated the detail information regarding the KPIs and is curious about why some KPIs have targets while others do not. She specifically asked how these targets are determined, whether they are based on historical data or set to achieve specific performance levels. In response, Mr. Jarrod Hampshire explained that at the beginning of each year, departments set their goals based on where they believe performance should be.

Rail Report | Tatia Harris

Status Unchanged.

RESOLUTIONS FOR CONSIDERATION

There were no resolutions for consideration.

OTHER BUSINESS

CALL FOR ADJOURNMENT

Adjourned at 9:45 am



**DAWN S. DISTLER,
CHIEF EXECUTIVE OFFICER/
SECRETARY-TREASURER**

7, 23, 24
Date (MM/DD/YYYY)