



Board of Directors | Ridership Committee

May 21, 2020 at 4:00 p.m. – via ZOOM

ZOOM attendee information:

<https://us02web.zoom.us/j/82359453787?pwd=VExDU2tSNjNLOVpaWUxNaDByU3UyUT09>

Phone Number: +1 646 558 8656 Webinar ID: 823 5945 3787 Password: 584897

MEETING AGENDA

AGENDA ITEM	PRESENTER	ACTION or INFORMATION
<p>1. Call Meeting to Order (4:00)</p>	<p>Ed Suslovic, Committee Chair</p>	<p>N/A</p>
<p>2. Public Comment (4:05-4:10) The METRO Board’s Ridership Committee welcomes public comment for items not listed on this agenda at this time. For items listed on the agenda, the chair will allow members of the public to comment following staff presentation. There is a <i>three-minute time limit</i> per citizen at each point. (Comments will be paraphrased in the meeting minutes)</p>	<p>Ed Suslovic, Committee Chair</p>	<p>Information</p>
<p>3. Approval of Meeting Minutes (4:10-4:15) Review and approve the minutes from the November 21, 2019 meeting of the Ridership Committee.</p>	<p>Ed Suslovic, Committee Chair</p>	<p>ACTION</p>
<p>3. General Update on Metro Response to COVID-19 Emergency (4:15-4:35) Staff will provide an update on the agency’s response to the COVID-19 health emergency including status of service, protective measures, and ridership impacts.</p>	<p>Greg Jordan, METRO General Manager</p>	<p>Information</p>
<p>4. Considerations on Service Resumption (4:35-4:55) Staff will provide an update to the committee on the considerations related to the resumption and ongoing maintenance of transit service.</p>	<p>Glenn Fenton, Metro Chief Trans. Officer</p>	<p>Information</p>
<p>5. Considerations on the Reinstatement of Fares (4:55-5:15) Staff will provide an update to the committee on the considerations related to the reinstatement of fares and launch of the automated fare payment system.</p>	<p>Glenn Fenton, Metro Chief Trans. Officer</p>	<p>Information</p>
<p>6. Future Agenda Items (5:15-6:00)</p> <ul style="list-style-type: none"> • Evaluation of Summer Cooling Centers • PACTS Transit Tomorrow Long-Range Transit Plan • Potential Partnership with MTA and Biddeford-Saco-Old Orchard Beach Transit • Metro 2025 Strategic Plan 	<p>Ed Suslovic, Committee Chair</p>	<p>Information</p>

<p>9. Upcoming Meetings (6:00-6:05)</p> <p>Finance Committee – June 3, 2020 at 4:00 p.m. Executive Committee – June 10, 2020 at 4:30 p.m. Ridership Committee – June 18, 2020 at 4:00 p.m. Board of Directors – June 25, 2020 at 4:00 p.m.</p>	<p>Ed Suslovic, Committee Chair</p>	<p>Information</p>
<p>10. Adjournment (6:10)</p>	<p>Ed Suslovic, Committee Chair</p>	<p>N/A</p>

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Meeting of the Ridership Committee
DRAFT Meeting Minutes
November 21, 2019, 4:00 p.m.

Committee Members Present:	Staff:	Others:
Ed Suslovic, Chair	Greg Jordan	
Hope Cahan	Glenn Fenton	
Jeff Levine	Denise Beck	
	Lauren Shaw	
Absent:		
Pious Ali		

1. **With a quorum in place, the meeting was called to order at 4:06 p.m. by Ed Suslovic, Chairman.**
2. **Public comment**
No members of the public were present.
3. **Approval of Meeting Minutes**
Motion made by Hope Cahan, seconded by Jeff Levin, to approve the minutes from the August 29, 2019 Ridership Committee Meeting as written. **Unanimously passed by all members present.**
4. **Automated Fare Collection System Project**
Glenn Fenton distributed an update of the Project Milestones/Timeline. He also said that Partner discussions are going well and MOUs with the Partner agencies are expected to go before the Board of Directors in December for approval. A separate fare type for SP low-income riders may be instituted with Metro billing SP for the difference. Turnpike Express \$5.00, Inter-city and Breez \$4.00. Communicating regularly with Bus Operators on this project.
 - October 2019: contract awarded to Delerrok with site kick-off; regional partners meetings/collaboration.
 - November 2019: regional partners meetings/collaboration; MOU/Sub-recipient agreements finalized; SP City Council adopts regional fare policy/MOU; non-validating farebox contract awarded to Diamond; branding of TouchPass fare system begins.
 - December 2019: branding of TouchPass fare system; Biddeford, Saco, OOB Transit public involvement; prototype units shipped/fitted.
 - January 2020: full install of fareboxes and readers.
 - February/March 2020: soft launch test period.
 - April 2020: full launch and fare increase; last month of paper ticket sales (on the advice of consultant and vendor).
 - May 2020: last month paper tickets honored.
 - April-August 2020: institutional programs phased into new system.
5. **Peninsula Route Planning Task Force**
Denise Beck provided background on the Peninsula Loop Reboot project. The task force, working with GPCOG, has met three times, done public outreach at events, public meetings, and through surveys.

She also shared the Project Timeline from the task force kick-off meeting through expected launch in spring 2021, distributed a fact sheet, and shared materials from the 11/7/19 task force meeting, including an analysis of the public outreach tools and responses. Some of the public suggestions should flow into the Ridership Committee's Work Plan and include how people access the Peninsula. The next step is to meet with GPCOG representatives to determine if everything needed for planning has been completed.

Bus Operators have voiced concern that regular long-time riders will still have the same route service they are used to.

6. Future Agenda Items

- Bus stop amenities/improvements, including Pulse improvements.
- Evaluation of summer cooling centers: Greg needs more detail from Hope on this item.
- Evaluation of Route 4 modification in Westbrook – concerns from residents about increased noise and trips along Mechanic St. Evaluating whether to move over to Saco St. Greg will conduct a mini-neighborhood meeting about it. Bring back to Ridership in a couple of months.

7. Upcoming Meetings – Committee times and dates subject to change after December

- Finance Committee – December 4, 2019 at 4:00 p.m.
- Executive Committee – December 11, 2019 at 4:30 p.m.
- Ridership Committee – January 16, 2019, 2019 at 4:00 p.m.
- Board of Directors – December 12, 2019, 2019 at 4:00 p.m.

8. Adjournment

Motion to adjourn made by Hope Cahan, seconded by Jeff Levine. **With unanimous approval by all present, the meeting adjourned at 5:02 p.m.**