



Public Transportation Advisory Council (PTAC) Special Meeting Minutes

June 15, 2021, 9:00 am – 4:30 am Idaho
Transportation Department Conference
Room & Webex
3311 W State Street, Boise, ID 83703

Chair: Kathleen Lewis Vice

Chair: Ryan Luttmann

- I. Call to Order (Chair) at 09:00 am
- II. Roll Call (Chair)

PTAC MEMBERS	ITD-PT STAFF	OTHER
Ryan Luttmann – D1 PTAC	Ron Duran	Terri Lindenberg--TVT
Alisa Anderson – D2 PTAC	Shauna Miller	Debbie Maxwell--TVT
Alan Schneider – D3 PTAC	Taylor Bothke	Suzanne Seigneur--Lewiston Transit
Jeff McCurdy – D4 PTAC	Kristina Larkin	Vince Trimboli ITD
Kathleen Lewis – D5 PTAC	Summer Hirschfield	
Rick Miller– D6 PTAC		

- III. Approval of Minutes (Chair) Vote - Approved
 - Member Luttmann motioned, Member Lewis seconded
- IV. Public Comment – None
- V. Safety Share-- ITD-Miller – Heat related illness
- VI. Introduction to new Chief Communications Officer, Vincent Trimboli
 - Mr. Trimboli desires to foster a better working relationship between advisory groups and ITD. Leading strategic communication on 1.5 million dollars bonding capacity and looking forward to a strong liaison with PTAC
- VII. Public Transportation Office Updates – ITD Duran
 - Next PTAC Board meeting will be in person.
 - Shauna Miller is working in District 2.
 - Representative Simpson submitted State Street Corridor project to federal infrastructure bill. It was accepted. ITD-PT will continue to monitor shovel ready projects for their potential for the legislative earmarking process for the future of transit.
 - Lincoln County Youth Commission
 - ITD-PT donated two 15-passenger vans to the Lincoln County Youth Commission that will transport school-aged children in Lincoln County to attend summer STEM and reading programs. The vans will transport high-school students to College of Southern Idaho during the school year so they may attend dual-credit classes.
 - ITD-PT intends to donate two additional vans to Lincoln County this summer
 - CARES Updates
 - Remaining CARES funds will need a disbursement plan. CARES funds remaining for providers will not lapse. Possibility of releasing a call for applications to distribute the remainder of the funds. PTAC Board concurs with this plan.

- ITD Staff still awaiting approval of CARES Tech application in TrAMS.
- Intercity 5311(f) has spent 85% of their CARES Award
- 5311 has spent 19% of their CARES Award.
- Majority of funds spent on Lost Revenue.
- ITD-PT will continue to disburse recovery funds to providers.
- Member Miller - Requested Roundtable discussion of CARES funding with PTAC Members at ITD Summit
- Idaho Falls Update
 - ITD-PT has identified the City of Idaho Falls to be subrecipient of pilot project funding.
 - ITD-PT will oversee the creation and execution of MOU that outlines delegation of duties and risk.
 - ITD will design RFP for City of Idaho Falls to secure third party contractor.
 - Grant Narrative completed for submission to TrAMS.
 - Member Lewis requests a copy of the grant narrative.
 - ITD Miller-Will email a copy to all PTAC members.
- Twin Falls Update
 - Twin Falls will be transitioning from Rural to Urban and will be eligible for 5307 funds.
 - Twin Falls is a recipient of federal transit funds but has been reticent to commit to undertaking the task of funding and overseeing transit in the area.
 - ITD-PT plans to address gap in funding once Twin Falls transitions to an Urban area thereby reducing the amount of rural funding that the area qualifies for.
 - District 4 lack of affordable housing has caused a critical labor shortage. The addition of commuter transit options from the surrounding areas could ease this shortage. ITD-PT intends to collaborate with local representatives from District 4 to form a Stakeholder Committee that will address options for transit in the future.

VIII. PTAC District Report Outs

- District 1- Member Luttmann
 - Ridership is up on fixed routes 75% of normal (pre-COVID). Paratransit is almost completely back to normal. Agencies still following federal guidelines. Cyclists are using CDL.
 - Citylink is working on strategic analysis and discussing implementation of GTFS-Flex. They are currently using Double Maps for online routes but the company has recently been bought.
- District 2- Member Anderson
 - Ridership is back to 80%. Now that school is out there has been a slight decline but expected to rebound to normal in the fall when the college students return.
 - Lewiston will potentially be downgraded from Urban area to Rural and begin drawing 5311 funds. Census data is moving to dwellings rather than people.
 - Lewiston is in need of drivers.
- District 3- Member Schneider
 - Zoom meetings have been a hit with better-than-expected attendance. The meetings have enabled introductions of entities and an opportunity to coordinate efforts.
 - Transit agencies need to focus on PSA program so services can be aligned moving forward as the area recovers from the pandemic.
- District 4- Member McCurdy

- District is looking forward to a round-table transit discussion similar to the ones held at the ITD Summit
 - MRTA has started a commuter line from Sun Valley to Shoshone and Twin Falls.
 - MRTA Commuter Route is operating at above their pre-COVID levels.
 - MRTA has received their first Electric Bus and expect to have 4 in service by Labor Day.
 - District 5- Member Lewis
 - SLEX now has 132 employees and growing.
 - Ridership has recovered to Pre-COVID levels
 - SLEX is looking to participate in the launch of GIFT.
 - Continued concern regarding a lack of affordable housing similar to Wood River Valley.
 - District 6- Member Miller
 - Mobility Manager at SICOG has left and been replaced by Tara Contreras.
 - Summer youth program has started which includes free ridership for school-age children.
- IX. VIII. Operations and Capital Program Updates – ITD Miller
- FTA office has been slow at approving environmental applications, which has been slowing down Capital projects.
 - Transit Agencies have also had difficulties finding available contractors.
 - Rate of spend on capital and operations has been considerably slower due to CARES funds disbursements.
- X. District 1 & District 4 PTAC Applications – ITD Miller
- District 1 and District 4 terms expire 02/03/2021. Each district received one application: Ryan Luttmann for District 1 and Jeff McCurdy for District 4.
 - All Board Members concurred to move both applicants forward for another term.
- XI. Summit Update – ITD Miller
- Summit will be in-person this year on August 31-Sept 2.
 - Registration opens July 15th and will be online.
 - Request made by Member McCurdy for Roundtable Discussions.
- XII. Training Program Update – ITD Miller
- RTAP annual report 2020 detailing \$141,389 appropriations. Pandemic altered scholarship program and removed limits. Majority of scholarships went to District 4 (28).
- XIII. Safety Program Update – ITD Miller
- New compliance deadline for Annual Plans on 7/21/21. Each District has their own PTSAP plan to certify their own. ITD is looking to schedule quarterly meetings
- XIV. PTAC Traveling Meeting – ITD Duran
- In-person meetings will resume with the possibility of a traveling meeting schedule. Council concurs to begin traveling meeting schedule in Calendar year 2022.
- XV. Chair & Vice Chair Elections – Chair Lewis
- Motion for Member Lewis to remain as Chair and Member Luttmann to remain as Vice Chair for another year.
 - Chair Lewis held vote of all members.

MEMBER	Vote
Ryan Luttmann	Recused
Alisa Anderson – D2 PTAC	Approved
Alan Schneider – D3 PTAC	Approved
Jeff McCurdy – D4 PTAC	Approved

Kathleen Lewis – D5 PTAC	Recused
Rick Miller– D6 PTAC	Approved

- XVI. PSA Project Update – ITD-Bothke
 - Providers from across the State meet second week of every month to determine Statewide that will aid in Transit’s recovery from Pandemic. ITD has contract with Duft Watterson to release regionally targeted content publicly.
 - PSA Team has determined they would like positive messaging regarding the safety of transit and basic provider operations information that will last well beyond the COVID era.
 - Initial deadline of concept and campaign structure set for early August.
- XVII. PTAC Guidance – (ITD-Duran)
 - Remaining CARES funds will not lapse and will need a disbursement plan.
 - Duran is considering the possibility of releasing a call for applications to distribute the remainder of the funds. PTAC Board concurs.
- XVIII. Congressional Application – (ITD-Ops Team)
 - Edits to Congressional Application reviewed.
 - Improvements to applications will be ongoing.
- XIX. PTAC Goal Review and Discussion (Innovation) – Chair Lewis
 - GTFS Statewide implementation and a look towards FLEX adoption
 - ITD-PT has proposed to adopt and update the technology for the State and is collecting information.
 - PT Office Grant Management Software is ongoing with continued updates to PTAC
 - Member McCurdy encourages providers to innovate on their own with their services and to incorporate that into our Economic Opportunities Goals.
- XX. Next Meeting Agenda Review – Chair Lewis
- XXI. New Business and Future Business – Chair Lewis
 - Member Anderson requests review of eligibility requirement for CARES Tech Grant.
- XXII. Adjourn– Chair Lewis (2:47 pm)
 - Member McCurdy motions to adjourn. Member Miller seconded.