Public Transportation Advisory Council (PTAC) Meeting Minutes
March 10, 2022, 9:00 am – 3:00 pm
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)
II. Roll Call (Chair)

<table>
<thead>
<tr>
<th>PTAC Representatives</th>
<th>ITD-PT STAFF</th>
<th>OTHER</th>
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<tbody>
<tr>
<td>D1 PTAC – Ryan Luttmann</td>
<td>Ron Duran</td>
<td>Ben Aiman, SMART</td>
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<td>D2 PTAC – Alisa Anderson</td>
<td>Shauna Miller</td>
<td>Ben Varner, MRTA</td>
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<td>D3 PTAC – Alan Schneider</td>
<td>Ada Finlayson</td>
<td>Brianna Tamayo</td>
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<td>D4 PTAC – Jeff McCurdy</td>
<td>Beth Thompson</td>
<td>Candy Forshay, Lemhi Ride</td>
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<td>D5 PTAC – Kathleen Lewis</td>
<td>Summer Hirschfield</td>
<td>Christina Erling, LINC</td>
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<td>D6 PTAC – Rick Miller</td>
<td>Taylor Bothke.</td>
<td>Michael Lefevor, LIFE</td>
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III. Approval of Minutes (Chair) Vote – Approved
Member McCurdy motioned to approve, Member Luttmann seconded

IV. Public Comment - None
V. Safety Share (ITD-Miller) – Brain Injury Awareness
VI. PTAC District Report Outs (Chair)
   • District 1:
     • Kootenai County:
       • IMI Program
       • Strategic Service Plans
       • Riverstone Phase 2 – Finishing up bid package
• SPOT:
  • Ridership increasing
  • Exploring microtransit
  • Bus Purchase

• Silver Express
  • Ridership increasing

• District 2:
  • Driver shortage
  • Mask mandate
  • Ridership remains the same
  • Exploring electric vehicles
  • Looking at installing charging stations in the fall
  • SMART is having troubles finding mechanics for their current fleet

• District 3:
  • TVT
    • New dispatch & ridership Software
    • Ridership down but increasing
    • Fully staffed
    • Wage increases
    • Human Trafficking Awareness on all meeting agendas

• Metro Community Services
  • No fare program
  • Volunteer drivers
  • Need funding and donations
    • VRT Partnering

• ACHD Commuteride
  • Ridership quite up
  • Employer paid programs
• COMPASS
  • 2050 Plan
    • Light rail wanted but is it feasible?
    • 04/15 – 05/15 open for public comment

• VRT
  • 10% Ridership increase overall
  • 25% Ridership increase for fixed route
  • Electric buses don’t have enough charging stations
  • Driver shortage
  • Integrated fare program
    • Tree Spark – on demand software

• District 4:
  • Housing issues
  • Driver Shortage
  • Ridership increasing, but not back to pre-pandemic levels
  • Banks closing & people are having to travel greater distances
    • Seniors are struggling
    • USDA Rural Development

  • Twin Falls transition to MPO

• District 5:
  • PRT
    • Replacing dispatching software with CARES award
    • Ridership increase but not back to pre-pandemic levels
    • Driver shortage
      • Reduced a Saturday route
      • Mirroring part time drivers to full time drivers
    • Commuter route to Lamb Weston outside American Falls
    • Mask Mandate

• SICOG
  • Lifesaver conference
• District 6:
  • Housing/affordable living
  • Ridership increase but not back to pre-pandemic levels
  • Mask mandate
  • City of Idaho Falls update

VII. PT Office Update (ITD-Duran)
• ITD Headquarters Flood
• Lease at old HP Campus on Chinden
• Idaho Falls update
• Joint research project with ITD’s Office of Civil Rights
• FTA RAISE Grant
• Transportation Expansion & Congestion Mitigation (TECM) to present at June PTAC meeting
• State Management Review (SMR) – FTA Audit
• State Audit

VIII. Operations and Capital Program Annual Report (ITD – Bothke)
• Operations
  • Working with providers to get reimbursements submitted in a timely manner

• Capital
  • TVT McCall Renovation Project
  • FY22 5339c Low-No Program Applications
  • FY22 5339b Bus & Bus Facilities Applications
  • ID/WA Cooperative Agreement

IX. Annual Training & RTAP Update (ITD-Miller)
• 2021 RTAP Scholarship Program
• Upcoming Trainings
  • March 28 – April 1, 2022: TSI Transit Supervisor Course

• 2022 RTAP Program Changes
X. Congressional Applications (ITD-Bothke) Vote – Concurrence w/ Comments
   • 5310 – Member McCurdy motioned to approve, Member Anderson seconded
     • Total: $868,072
       • DAC: $188,160
       • TVT: $282,919
       • VRT: $99,388
       • Kuna Senior Center: $30,745
       • LINC: $266,860

   • 5311 – Member Miller motioned to approve, Member McCurdy seconded
     • Total: $13,655,176
       • Shoshone County: $231,482
       • SPOT: $1,122,076
       • CDA Tribe: $660,598
       • NPT-Appaloosa Express: $151,032
       • SMART: $1,229,518
       • TVT: $3,147,546
       • MRTA: $3,632,309
       • PRT: $1,447,712
       • Shoshone Bannock Tribe: $216,595
       • START Bus (Commuter): $1,155,749
       • START Bus (GTR): $369,124
       • Lemhi Ride: $291,435

   • 5339 – Member Luttmann motioned to approve, Member Anderson seconded
     • Total: $3,866,989
       • Kootenai County: $475,000
       • SMART: $284,800
       • ACHD Commuteride: $530,720
       • TVT (Buses): $605,800
       • TVT (Vans): $210,669
       • MRTA: $1,340,000
       • PRT: $420,000
• Vehicle Investment Program (VIP) – Member Anderson motioned to approve, Member Schneider seconded. Passed with Comment.
  • Comments:
    • Member McCurdy – approve Filer as long as ITD-PT Office works in conjunction with them to ensure an adequate vehicle is purchased
    • Member Schneider – approve filer but revise future applications to include minimum score for funding
    • Member Miller – do not approve funding Filer due to insufficient application

• Total: $287,003
  • Evangelical Lutheran Society: $55,888
  • Shoshone County: $69,479
  • Kuna Senior Center: $4,536
  • Mountain Home Senior Center: $85,000
  • Filer Senior Haven: $12,100
  • Lemhi Ride: $60,000

XI. Summit Update (ITD-Miller)
XII. Safety Update (ITD-Miller)
  • Monthly Mask Distribution
  • 2022 ISP Inspection Program
  • Human Trafficking Training

XIII. PTAC Guidance (ITD - Duran)
  • City of Twin Falls challenges
    • Member Anderson to connect Ron with Randy Fife, former City of Moscow Attorney
  • CARES unallocated funding
  • Provide PTAC advance notice of PTAC Guidance items before meetings

XIV. 2022 PTAC Goals (Chair) Vote – Approved
  • Member Luttmann motioned to approve, Member Schneider seconded
  • Safety
    • Statewide Continuation of Human Trafficking Awareness & Outreach
      • Aid in supporting January awareness
      • Annual Summit Training
      • Annual refresher training to PTAC
      • Quarterly meeting standing agenda item
• Serve as a conduit of training resource needs from our providers to ITD-PT.
  • Quarterly meeting standing agenda item
  • Identifying provider needs
  • Best venue (Summit, local, district, online, video recordings)
  • In-person safety trainings locally to minimalize service impacts
    a. Multiple sessions
    b. After hours
    c. Weekends

• Review training attendance and outcome trends presented by ITD-PT annually
  • ITD-PT to include outcome trends at annual presentation

• Mobility
  • PTAC to identify and assist with service-to-service connectivity.
    • PTAC to share Intercity bus study with their agencies
    • Standing agenda item at quarterly meeting to identify:
      • Barriers
      • Opportunities to share successes/challenges across districts
      • How are providers integrating technology
      • PTAC to support the creation and dispensation of GTFS dataset to enable Statewide PT service delivery chains to operate more efficiently and better inform policy development.

• PTAC to identify and support agency initiatives to connecting the traveling public with services.
  • Standing agenda item at quarterly meeting to identify:
    • How are these initiatives being funded?
    • Barriers
    • Opportunities to share successes/challenges across districts
    • How are providers integrating technology
    • PTAC to support the creation and dispensation of GTFS dataset to enable Statewide PT service delivery chains to operate more efficiently and better inform policy development.
• Economic Opportunity
  • PTAC to continually solicit and gather feedback from providers within their district, to advise the PT Office on CARES funding allocation.
    • Quarterly provider meeting standing agenda item
      • Barriers/threats to local match for non-CARES awards? Are local match sources sustainable?
      • What are the provider needs in regards to the CARES funding? Operating funds? Capital funds?
  • ITD-PT to provide what is allowable in the CARES Program.

• PTAC to continually explore and gather information on additional funding sources to support sustainability in public transportation.
  • PTAC to remain cognizant of transit related barriers outside of PT such as driver shortages and housing issues and look for opportunities to integrate other local, state, and/or federal programs.

XV. Next Meeting Agenda Review (Chair)
  • Standing Agenda Items
  • Chair & Vice Chair Elections
  • One-Time Funding Application
  • PTAC Application Review (Dist. 2 & Dist. 6)
  • Summit Update
  • TECM Presentation

XVI. New Business and Future Business (Chair)

XVII. Adjourn (Chair)
  • Member McCurdy motioned to adjourn, Member Anderson seconded