

PUBLIC TRANSIT ADVISORY BOARD

Monday, November 23, 2020

3:45 PM

Staff Liaisons:

Sam Trebilcock, strebilcock@siouxfalls.org (605) 367-8890
Shawna Goldammer, sgoldammer@siouxfalls.org (605) 367-8692

MEETING ASSISTANCE: UPON REQUEST, ACCOMMODATIONS FOR MEETINGS WILL BE PROVIDED FOR PERSONS WITH DISABILITIES. PLEASE CONTACT THE HUMAN RELATIONS OFFICE, FIRST FLOOR, CITY HALL, 224 WEST 9TH STREET, SIOUX FALLS, SD AT 367-8745 (VOICE) OR 367-7039 (TDD) 48 HOURS IN ADVANCE OF THE MEETING.

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MEETING PASSWORD: HTmGSXtJ292

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AGENDA

Facilitator: Brett Glirbas, Chair

Call to Order and Quorum Determination

1. Meeting Procedures City Staff
2. Approval of Agenda (*Board Action Required*) Chair
3. PTAB Meeting Minutes Approval of October 26, 2020
(*Board Action Required*) Chair
4. Public input on non-agenda items
(*5 minute comment period per individual*) Chair

Unfinished Business

5. None

New Business

6. The SamOnDemand Pilot Project Timeline and Marketing Plan (*Informational*)
S. Trebilcock
7. Public Input: Saturday Service and SamOnDemand Pilot
8. Report: October 2020 Operations Report (*Informational*)
Robert Speeks
9. SAM Public Transportation Safety Plan (PTASP) (*Board Action Required*)
Robert Speeks
10. Announcements:

Next PTAB meeting: January 25, 2021: WebEx Meeting

New Citizen Board Handbook on the Web:
<https://siouxfalls.org/mayor/boards-commissions>
11. Adjournment

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MEETING NUMBER (ACCESS CODE): 146 895 1018
MEETING PASSWORD: 3N6fPRhCam5

The meeting was recorded

Public Transit Advisory Board Member Participants: Brett Glirbas; Jeri Reed; Allen Svennes; Mike Lynch; Sean Garney; Bailey Abbott, Erik Nelson

Public Transit Advisory Board Members absent: None

Staff Participants: Ryan Weisenbach; Sam Trebilcock; Jim Feeney; Robert Speeks; Shawna Goldammer, Mark Hodgen, Tierza Lanham.

Public Participants: Jeff Wilka, Eric Wahle, Phyllis Arends, Melanie Bliss, Cathy Brechtelsbauer

Meeting Minutes - Draft

Facilitator: Brett Glirbas, Chair

Call to Order and Quorum Determination: Brett Glirbas, Chair called the meeting to order at 3:45pm and welcomed all participants. It was noted that the meeting was being recorded and provides for a list of participants. Member participants represented a quorum.

- 1. Meeting Procedures:** Shawna Goldammer shared her screen showing the meeting procedures. She then read the meeting procedures for the videoconference meeting, paraphrasing and explaining as she read.

2. **Approval of Agenda:** A motion was made by Sean Garney and a second by Bailey Abbott to approve the October 6, 2020 PTAB agenda. 7 yes - 0 no. The motion passed unanimously.
3. **Approval of the PTAB Meeting September 28, 2020 minutes.** A motion was made by Al Svennes and a second by Jeri Reed to approve the September 28, 2020 minutes. 7 yes - 0 no. The motion passed unanimously.
4. **Public input on non-agenda items:** Brett Glirbas asked if there was any public input on non-agenda items. Melanie Bliss explained an article from the Capital Journal (https://www.capjournal.com/news/come-on-and-take-a-free-ride-to-the-polls/article_3e87e4a0-13dc-11eb-b857-3b74fb8522ab.html) where they had offered free rides on Election Day. (The article was shared on the screen). She asked if SAM could have free rides on election day. Sam Trebilcock explained distancing on the buses has been discussed if rides were free. He went on to say that PTAB could make a recommendation to SAM and the City Administration. More discussion of options for free days were discussed.

No other comments were taken.

Erik Nelson made a motion to add an agenda item for free rides on Election Day. The motion was seconded by Mike Lynch. Shawna Goldammer made a recommendation to add it between 9 & 10 of the agenda.

Erik Nelson stated that he would like to have the item added after item 7.

The motion to have an item added to the agenda as 6a for free rides on Election Day passed unanimously. 7 yes - 0 no

Unfinished Business

5. None

New Business

6. **Report: September 2020 Operations Report:** Robert Speeks presented the September PTAB report. The report was shared on the screen. Bailey asked about the nature of the complaint, and Robert explained it was a customer service type complaint.
- 6a. **Free rides on Election Day:** Erik Nelson began the discussion regarding free rides on Election Day. The policy is that a free ride day would be system wide. The board inquired if that PTAB has the authority to grant a free ride day or would the City Council need to approve it. Sam Trebilcock stated that it would need to be a recommendation to SAM and the City Administration.

City Council approval would not be needed for a promotion. Erik Nelson made an amended motioned motion to read: *PTAB makes a recommendation to the SAM and the City Administration that November 3, 2020, election day, be a free ride day.* The motion to amend was Seconded by Bailey Abbott. The vote 7 yes - 0 no. The amendment passed unanimously.

The main motion, as amended, was voted 7 yes - 0 no. The motion passed unanimously.

Erik Nelson asked that a discussion take place on future PTAB meetings to set a policy that free rides are offered on all election days including local elections. Brett Glirbas asked that the notice go out before Monday, so Paratransit riders can book their trips.

- 7. SAM Public Transportation Safety Plan (PTASP) (Board Action Required)** Robert Speeks opened by stating that the FTA is committed to developing, implementing and consistently improving strategies and processes to ensure that Public Transit achieve the highest practicable level of safety. The Safety Plan is a requirement of the FTA, and Mr. Speeks explained that there is a lot of material in the plan. The content of the plan includes goals. He went on to say that page 13 includes the definition of fatalities as well as the goal in this category. He explained the goals, found on page 14 for reportable injuries and the safety events. On page 15 and 16 changes to the tables both in table 2 and table 3, and the future goals in each. He then asked the Board if they had any questions. Al Svennes stated that the PTAB meeting location as noted on Page 7 is not accurate. Shawna Goldammer explained that changes will be made to note that meetings do take place in a video conference format and well as other changes that Robert Speeks has proposed. Sean Garney inquired about the timeline for adoption. He continued by expressing concern about adopting a plan that is not final. Shawna Goldammer explained that the original FTA deadline of July 2020 was extended due to the COVID pandemic, and is now December 2020. Sean Garney made a motion to defer action on this item. Brett Glirbas asked if there were any other questions from the board. Hearing none, he asked for a second. Al Svennes seconded the motion to defer action on the PTASP until November's meeting. 7 yes - 0 no. The motion passed unanimously.

- 8. Pass it on Program Update:** Mark Hodgen with Minnehaha County Human Services joined by phone. He introduced Manny Gutierrez who is also with Minnehaha County Human Services. Mr. Gutierrez will be taking over administering the Pass It On program. Mr Gutierrez thanked the board for the community service that the program provides. The distribution of the passes are used by over 3,000 people at several agencies. Mark H explained that the first quarter pass distribution was very high. Due to the Covid pandemic, the number of passes distributed has lessened due to the county

offices being closed. Mr. Hodgen indicated that he wanted to officially ask that three agencies be added to the Pass It On program. They include the Union Gospel Mission, Mental Health Court, and pretrial through the county to allow riders to get to court. Mr. Hodgen stated that he had received information from a former Pass It On administrator that the program was allotted 60,000 passes, rather than the current annual 40,000 passes. He went on to include a request for more passes in the annual allotment. He then thanked PTAB for the continued support of the Pass It On program.

Sam Trebilcock then explained the presentation today is informational, and a formal request would be formulated and presented at a future meeting.

Brett Glirbas asked the cost of the Pass It On program. Sam explained that the cost is a loss of revenue, but the Pass It On program is more of a community service than a cost.

Mike Lynch stated that the program is very important to help people get to their jobs. He went on to say the agencies involved in the program should be applauded.

Brett Glirbas asked if it would be more advantageous to distribute weekly passes instead of single ride passes. Mark H responded by stating the county does purchase weekly and some monthly passes to help people who have found a job and need to take multiple trips in a day. He stated that they do make the availabilities of the weekly and monthly passes work the best possible. He thanked both Mark and Manny for presenting today.

9. Pantonium: The On-Demand Pilot Project Timeline and Ridership

Committee: Sam shared two videos, the first is an introduction to Pantonium and how they help transit systems (<https://www.youtube.com/watch?v=S5iYAyigtcm>) . The second is a view of the riders app <https://www.youtube.com/watch?v=kMn2MONYaWg> . Shawna Goldammer asked if anyone would like the links e-mailed to them, to indicate in the chat. (No requests were received). Sam then displayed a tentative Project Schedule for the on-demand project. He explained that public engagement will be the next phase, phase 3 including input from riders. These meetings will be WebEx type meetings lasting around an hour. Sam showed the staff trainings that are scheduled (1-5). He went on to say that this is a pilot and that we will learn many things in the coming months. Sam then explained the benefits of running the pilot during January. All SAM employees have been shown the same videos as played today. The fares are the same during the pilot including senior citizen fares or other reduced fares. Sam went on to say the shared ride service provided during the pilot will be limiting and potentially eliminating transfers, because the service is from stop to stop. The pilot will offer the opportunity to test an on-demand system, and increase the riders per hour.

10. Announcements:

Text Service: Sam Trebilcock announced a new SAM texting service. If you text RIDE to 888-777 you can get detour announcements on your phone. Things like snow routes will also be sent out to those who have subscribed. Sam also explained that information about the pilot will also be provided through this service.

Shawna Goldammer explained that the next PTAB meeting: November 23, 2020. This meeting will have the Safety Plan, more about the pilot, and a hearing about the change in service needed for the pilot (if needed).

The topic of masks on the buses was discussed, and masks are expected.

11. Adjournment: A motion was made by Sean Garney and a second by Allen Svennes to adjourn. The motion passed unanimously.

The meeting was adjourned at 5:21 pm

A REPORT TO THE PUBLIC TRANSIT ADVISORY BOARD

Oct 2020

	Oct 2020	Year-to-date
FR Ridership by Passenger Count	41,208	385,476
PT Ridership by Passenger Count	3,198	32,590
Total Ridership by Passenger Count	44,406	418,066
FR Average Daily Ridership	1,526	1,506
PT Average Daily Ridership	118	127
FR Ridership 2019 Comparison	-42.16%	-40.24%
PT Ridership 2019 Comparison	-57.99%	-52.90%
Total Ridership 2019 Comparison	-43.69%	-41.47%
FR Miles Traveled	64,463	559,092
PT Miles Traveled	22,796	230,399
Total Miles Traveled	87,259	789,491
FR Average Miles Traveled Daily	2,388	2,184
PT Average Miles Traveled Daily	844	900
FR Net Expense Per Passenger	\$9.66	\$10.73
PT Net Expense Per Passenger	\$74.77	\$74.35
FR Average Expense Per Day	\$15,608	\$17,065
PT Average Expense Per Day	\$9,041	\$9,705
FR Lost-time Road Calls	6	83
PT Lost-time Road Calls	4	53
FR Avg. # Road Calls per 100,000 Miles	7.76	11.09
PT Avg. # Road Calls per 100,000 Miles	8.77	14.32
FR Reportable Accidents	0	5
PT Reportable Accidents	0	3
Maintenance Reportable Accidents	0	1
FR On-time Performance	99%	99%
PT On-time Performance	100%	100%
FR Bus Spare Ratio	26%	26%
PT Bus Spare Ratio	32%	32%
FR Preventive Maintenance Completed On Time	100%	100%
PT Preventive Maintenance Completed On Time	100%	100%
FR Complaints	1	12
PT Complaints	1	7

YTD - Year-to-date **27** **256**

FR - Fixed route service

PT - Paratransit service

Reportable accident - accident in which the driver is at-fault

Miles traveled - driver training miles, dead-head miles, and service miles

FTA recommends a bus spare ratio of 20%