MACATAWA AREA EXPRESS TRANSPORTATION AUTHORITY

LOCAL ADVISORY COUNCIL MEETING

DATE: TUESDAY, MARCH 3, 2020
LOCATION: 171 LINCOLN AVE, SUITE 20, PADNOS CONFERENCE ROOM
TIME START: 4:00 PM
MEMBERS PRESENT: ELIZABETH SCHULTZ (CHAIR), MARTHA ZAHN, AMY FLOREA
MEMBERS ABSENT: KEN DEUR, YEW MENG KOH
MAX STAFF PRESENT: BRIAN VANDER HULST, NATHAN DREYER, SHELBY PEDERSEN, ELISA HOEKWATER
GUEST(s): ANNY WU

AGENDA:

1. WELCOME AND INTRODUCTIONS - BRIAN WELCOMED EVERYONE TO THE LAC MEETING AND FOR INTRODUCTIONS HAD EVERYONE SAY THEIR FAVORITE FOOD.

2. APPROVAL OF FEBRUARY 4, 2020 MINUTES

   MINUTES OF THE FEBRUARY 4, 2020 MEETING WERE APPROVED AS PRESENTED.

3. ANYTHING NEW?

   THERE WERE THREE ITEMS BROUGHT UP THIS MONTH FOR “ANYTHING NEW”

   1. COMMENT - THERE ARE SOME DRIVERS THAT ARE DRIVING TO FAST, STOPPING TO FAST, AND TURNING TO FAST, NOT ONLY WHEN THEY HAVE A WHEELCHAIR IN THE BUS, SOMETIMES THE ENTIRE RIDE. THE ANSWER IS THAT WHENEVER YOU FEEL LIKE THIS IS THE CASE, CALL RIGHT AWAY, EVEN WHILE ON THE BUS. THAT WAY IT IS MUCH EASIER TO TRACK THE PERSON, THE DRIVER, AND GO BACK TO SEE HOW FAST THE DRIVER WAS GOING AND ASSESS THEIR DRIVING.

   2. QUESTION: WHEN DID WE STOP THE 6:59 PM PICKUP TIMES? THE COMMENT IS THAT IF WE ARE SAYING THAT OUR HOURS ARE UNTIL 7:00 PM, AND WE CUT THEM OFF AT 6:45, THE HOURS SHOULD ALSO BE CHANGED. OUR ANSWER TO THAT IS THAT IT WAS ENACTED SO OUR DRIVERS COULD GET DONE WITH THEIR SHIFT CLOSER TO 7:00PM. WITH PARK TWP., IF WE PICK UP SOMEONE IN ZEELAND TWP. FOR EXAMPLE THAT WANTS TO GO TO PARK TWP., IT CAN TAKE UP TO A HALF HOUR IF THERE IS ONLY 1 PERSON ON THE BUS. WE ARE TRYING TO GET CLOSER TO 7:00 FOR ALL.

   3. QUESTION: WHEN DID WE STOP TAKING STANDING RIDES AND WHY? ANSWER: ACCORDING TO FTA REGULATIONS, WE CAN NOT HAVE MORE THAN 50% OF OUR ADA RIDERS WITH STANDING RIDES SCHEDULED. YOU CAN, HOWEVER, SET UP RIDES FOR 2 WEEKS AT A TIME, AND THAT IS WHAT WE WOULD ENCOURAGE PEOPLE TO DO IF THEY WANT A
STANDING RIDE EVENTUALLY. ANOTHER PROBLEM WE WERE FACING IS THE FREQUENCY OF NO SHOWS/CANCELATIONS, THUS TAKING UP DRIVERS TIME OR BLOCKING OUT A TIME SLOT FOR A PASSENGER THAT REALLY NEEDS A RIDE.

4. **MARKETING REPORT - SHELBY**

1. NO EVENTS ARE CURRENTLY BEING PLANNED
2. SOME MEETINGS WILL BE COMING VERY SOON FOR TULIP TIME. MAX DOES NOT HAVE MUCH TO DO WITH THE PLANNING OF TULIP TIME THIS YEAR, SO THERE IS NOT MUCH TO REPORT HERE EITHER.
3. SHELBY HAS JUST ATTENDED A TRAINING SESSION FOR ADA. SHE REPORTS THAT SHE WILL BE WORKING ON REVISING OUR APPLICATION AND OTHER PROCESSES TO FOLLOW FTA GUIDELINES AND SUGGESTIONS.

5. **EXECUTIVE BOARD REPORT - ELISA**

1. THE BOARD DID NOT MEET LAST MONTH DUE TO A LACK OF ACTION ITEMS.

6. **SAFETY REPORT - NATHAN**

1. SEVERAL OF OUR STAFF MEMBERS ARE SCHEDULED TO TAKE A CLASS THROUGH THE RED CROSS FOR HANDLING BLOOD BORNE PATHOGENS. THIS INFORMATION WILL BE SHARED WITH DRIVERS IN AN UPCOMING SAFETY MEETING.
2. WE ARE ATTEMPTING TO CONTACT THE HOLLAND FIRE DEPT. TO REVIEW OUR FIRE EXTINGUISHERS AND TRAIN DRIVERS ON BUS EVACUATION.

7. **DRIVER UPDATE - NATHAN**

1. MARK REESE, OUR NEWEST DRIVER WILL BE TURNED LOOSE ON HIS OWN ON FRIDAY, MARCH 6.
2. WE HAVE TWO OTHER DRIVERS IN TRAINING CURRENTLY. THEY ARE NOW TRAINING TO GET THEIR CDL LEARNERS PERMIT.
3. WE ARE STILL LOOKING FOR SEVERAL DRIVERS.

8. **DIRECTORS REPORT - ELISA**

1. WE HAVE APPLIED FOR GRANTS FOR THE PURPOSE OF RETRO FITTING OF A COUPLE BUSES THAT HAVE OR WILL BE RETIRED, AND ARE HOPING TO CONVERT THEM TO ELECTRIC VEHICLES. WORK HAS BEGUN ON THE FEASIBILITY OF DOING THIS, AND TOURS OF THE FACTORY AND TALKING TO THE REPRESENTATIVES WILL BE COMING SOON.
2. THE BOARDS MARCH MEETING WILL BE REVIEWING THE FINANCIALS FOR NEXT FY.
3. MAX IS PARTNERING WITH THE MACC IN A PROJECT TO IDENTIFY ALL BUSINESSES IN THE AREA HOPING TO SEE WHERE THERE MAY BE A NEED TO IMPROVE OR EXPAND OUR SERVICE.
9. **ROAD CONSTRUCTION REPORT**  
   **-NATHAN**

1. ACCORDING TO THE LATEST REPORT FROM THE ROAD COMMISSION, THE FOLLOWING PROJECTS ARE SLATED FOR CONSTRUCTION THIS SUMMER:
   1. RILEY STREET FROM 136TH TO US 31 RESURFACING.
   2. LAKEWOOD FROM 120TH TO 112TH RESURFACING.
   3. 30TH FROM OTTAWA TO PLASMAN
   4. 112TH AND CHICAGO DRIVE INTERSECTION AND TURNING LANES

10. **BUS PASSENGER SHELTER UPDATES**  
    **-BRIAN**

1. FAMILY FARE PROPERTY DISPUTE IS SETTLED AND WE WILL GET A COPY OF THE ENCROACHMENT AGREEMENT.
2. WE ARE AWAITING THE REVISED AGREEMENT FROM GREENBRIAR
3. THE BUS SHELTER ON JAMES E OF BUTTERNUT WAS DESTROYED BY A VEHICLE A COUPLE WEEKS AGO. WE ARE STILL WAITING TO HEAR FROM THE INSURANCE COMPANY, AND HOPE TO BE ABLE TO ADD IT TO OUR CURRENT ORDER.

11. **NEW BUSES REPORT**  
    **-BRIAN**

1. THE NEW GILLIG BUSES ARE UP AND RUNNING, AND ONLY FINDING A FEW MINOR PROBLEMS.
2. THE ARBOC BUSES HAVE ARRIVED AND ARE BEING INSPECTED BY OUR MECHANICS. THEY ARE ALSO FINDING MINOR ISSUES AND HAVING THEM TAKEN CARE OF HOPEFULLY BEFORE THEY GO OUT ON THE ROAD.

12. **NEXT MEETING**

THE NEXT MEETING OF THE LAC WILL TAKE PLACE ON TUESDAY, APRIL 7, 2020. THERE WILL BE NO MEETING IN MAY!

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X ______EKIZABETH E.SCHULTZ _______ DATE: ______March 9, 2020______________________________

ELIZABETH SCHULTZ, LAC CHAIR
2020 LAC MEETING SCHEDULE MEET AT 171 LINCOLN AVE (DEPOT) CONFERENCE ROOM APRIL 2020 –
TUESDAY, APRIL 7, 2020 @4:00PM
MAY 2020 – NO MEETING DUE TO TULIP TIME
JUNE 2020 – TUESDAY, JUNE 2, 2020 @ 4:00 PM
JULY 2020 – TUESDAY, JULY 7, 2020 @ 4:00 PM
AUGUST 2020 – TUESDAY, AUGUST 4, 2020 @ 4:00 PM
SEPTEMBER 2020 – TUESDAY SEPTEMBER 1, 2020 @4:00 PM
OCTOBER 2020 – TUESDAY, OCTOBER 6, 2020 @ 4:00 PM
NOVEMBER 2020 -TUESDAY, NOVEMBER 3, 2020 @4:00 PM
DECEMBER 2020 – TUESDAY, DECEMBER 1, 2020 @ 4:00 PM

All Board meetings are held at 3:30 p.m. EST at the Padnos Transportation Center, 171 Lincoln Ave., Ste. 20, Holland, MI 49423. The Board meetings are open to the public and a public comment period is provided at each Board meeting.

2020 BOARD AUTHORITY MEETING SCHEDULE (MEET AT SAME LOCATION AS LAC)

Monday, March 23, 2020
Monday, April 27, 2020
Monday, May 18, 2020 (Please note change due to Memorial Day)
Monday, June 22, 2020
Monday, July 27, 2020
Monday, August 24, 2020
Monday, September 28, 2020