



**Para-Transit Advisory Board  
Tuesday, July 16, 2019  
Alvarado Transportation Center  
100 First Street SW, 2nd Floor  
10:30 a.m. to 12:00 p.m.**

**Members Present**

Jayne Frandsen, Chairperson; (Car), Jacqueline Smith, (Car); Rene Fernandez, (Sun Van); Maria Lisa Gonzales, (Car); Coby Livingstone, (Car); and Keely Frazier, (Car)

**Members Excused Absence:** Mary Hinder

**Staff Members Present:**

Stephanie Dominguez, Deputy Director, Transit (Car); Rita Chavez, Executive Assistant; (Car)

**Public Attendees:**

Ellen Sorenson, (Sun Van); Joe Sorenson, (Sun Van); Diana Marquez, (Bus); Alan Stacy (Sun Van); Steven Baca, (Car); Rico Gonzales, (Car)

**Call to Order:**

Jayne Frandsen called the meeting to order at 10:31am

**Approval of Agenda:**

Jayne Frandsen, Chair asked for a Motion to approve the July 16, 2019 agenda as presented. Jacqueline Smith made a motion to accept the Agenda as presented. Maria Lisa Gonzales, 2<sup>nd</sup> the motion. Motion approved unanimously, 5-0.

**Approval of Minutes:**

Jayne Frandsen stated the May 21, 2019 meeting did not have a quorum, there are no official minutes to be voted on, and we can move to accept the un-official minutes of May 21, 2019, as presented. Jacqueline Smith made a motion to accept the un-official minutes of May 21, 2019 as presented. Maria Lisa Gonzales 2<sup>nd</sup> the motion. Motion approved unanimously, 5-0.

**Public Comments:**

**Joe Sorenson** - He understands that the CWR (Call When Ready) pertains only to Medical appointments but would like to know if Transit would consider adding Airport calls. Mr. Sorenson had a situation where his plane was delayed and had no way of getting home because his scheduled pick-up was missed. **Rita Chavez will ask what the proper protocol for this situation is.**

**Announcements:**

John Standish, PTAB Member resigned effective July 16, 2019

**Presentations:**

There were no presentations

**Elections:**

Jayne Frandsen, Chair nominated Jacqueline Smith to serve as Chairperson for the PTAB. Jacqueline Smith accepted the nomination.

Jacqueline Smith, PTAB Member nominated Jayne Frandsen to serve as Vice Chairperson for the PTAB. Jayne Frandsen accepted the nomination.

Maria Lisa Gonzales, PTAB Member nominated Colby Livingstone to serve as Vice Chairperson for the PTAB. Colby Livingstone declined the nomination.

Colby Livingstone, PTAB Member nominated Maria Lisa Gonzales to serve as Vice Chairperson for the PTAB. Maria Lisa Gonzales declined the nomination.

There were no other nominations and nominations were closed.

Votes were taken by show of hands for Chairperson and Vice Chairperson. Those in favor for Jaqueline Smith as Chair, unanimous 6-0.

Those in favor for Jayne Frandsen as Vice Chairperson, 4 PTAB members in favor and Colby Livingstone and Maria Lisa Gonzales opposed. Jayne Frandsen was accepted as Vice Chairperson by a 4-2 vote.

**By-Laws:**

The By-Laws were written by Consultant Richard Weiner in conjunction with the PTAB Members. The By-Laws are ready for vote as there are no amendments.

Jacqueline Smith made a motion to accept the PTAB By-Laws as presented. Rene Fernandez, PTAB Member 2<sup>nd</sup> the motion. Motion approved unanimously 5-0.

**Chairperson's Report: Jayne Frandsen**

Jayne Frandsen attended the TAB meeting on June 13, 2019. There were discussions regarding the documents that the Transit Department produces. The TAB members would like to see the Transit public information or publications in various languages and brail. The TAB members are going make a formal request to the Transit Department and Civic Leaders to consider the request.

**Director's Report: Stephanie Dominguez, Deputy Director for Transit**

The Ridership for the month of May 2019 was 20,937 riders, which was a decrease of 6.52% over May 2018 and the overall ridership is down .9% from last year.

**Jayne Frandsen, Chairperson**

*Does the Transit Department know why there is a decrease in Para Transit riders? Does Transit have any figures how ART affected public transportation?*

Para Transit is much more difficult to pin point a loss of ridership because rides are scheduled differently compared to fixed routes. **Stephanie feels that most of the studies regarding ART have been fixed route bus service but Stephanie will look into this for the PTAB Members.**

**Unfinished Business:**

Colby Livingstone inquired about free bus passes for the TAB Members.

The City's Legal Department has determined that neither the PTAB Members nor the TAB Members can receive unlimited "FREE" rides. Both Advisory Board members are able to receive a free ride to the meetings each month and a letter from Director Bernie Toon will be going out to all members this month explaining the process.

**New Business:**

The PTAB Members are interested in focusing on Outreach. The PTAB members would like to engage with the public to provide information about the Sun Van services, they would like to attend conferences, seminars and events whenever possible to have a representative from PTAB at an event to talk about Sun Van services. If any PTAB member receives information about upcoming events, the information can be provided to Chairperson Jacqueline Smith or the TAB Support person, Rita Chavez and they can inform the Board about an event that warrants a PTAB member(s) attendance.

**Public Comments:**

*Diana Marquez asked why the public attendees give out their email address when they do not receive any information on the PTAB, meeting dates or newsletters.*

The newsletters are sent out to every Sun Van user when they are printed. The Transit Department uses the address on file when sending out the newsletters. Please make sure the Transit Department has a correct address on file. **Rita will ask if the newsletters can be posted on the website and provide a response to the Board.**

All meeting information is posted on the Transit Department website for public viewing.

**Resolutions:**

The Para Transit Advisory Board Fiscal Year 2020 Resolution was verbally approved but there was not motion or vote on the Resolution at this meeting. The meeting was declared adjourned and the Resolution was not voted on. The Resolution will be voted on at the September 17, 2019 meeting.

**Meeting adjourned at 11:33 am.**

**Next meeting: 10:30 am, September 17, 2019, at the ATC.**