



Birmingham-Jefferson County Transit Authority
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Report to the Board Program Development Committee

Opening: The regular meeting of the Program Development Committee was called to order at 11:30 a.m. on Thursday, April 19, 2007 in the Executive Briefing Room, located at 1735 Morris Avenue, Birmingham, Alabama by Committee Member, Guin Robinson.

Committee members present: Doris Powell and Guin Robinson

Committee members absent: Walter Jones

Others present: David C. Hill, Ken Simon, Joi Scott, Richard Nardecchia, Debra Anderson-Burse, Johnnye P. Lassiter, Brian Hamilton, Rev. Patrick Sellers, David Russell and LaChaune Slater.

Approval of Agenda: The revised agenda was adopted by general consent.

Items for Information and/or Discussion

Review of FY 2008 Budget Draft – A draft of the FY 2008 Budget has been forward to all Board Members for review. The Executive Director explained that the primary goal in calculating the FY 2008 budget was to not pass along any additional costs to funding partners. As a result, the recommendation is an increase in public bus fares. Mr. Hill also noted that the last bus fare increase occurred in FY 1996, which also included a reduction in service. This increase would take effect October 1, 2007, the beginning of FY 2008.

Mr. Robinson recommended for staff to review the projected budget once again to ensure that a fare increase is absolutely necessary. He also suggested that the budget is discussed during a Committee of the Whole meeting.

Ms. Powell agreed and would like to hear the opinions of the Finance Committee. Ms. Powell moved that the item is deferred until a complete review of the budget and further discussion during a Committee Meeting of the Whole. Mr. Robinson seconded and the motion carried.

The Executive Director explained that our funding partners are also preparing their budgets and have requested the respective FY 2008 projected service expenses. The Committee agreed that the current service expenses are to be submitted to funding municipalities for FY 2008.

Ms. Lassiter reminded the Committee that she requested several documents from the Finance Department and a further review of these items will aid in the review and discussion of the projected budget.

Old Business

Paratransit Service Outside BJCTA Service Area—The Executive Director has spoken with ClasTran Representative, Ron Tanner. Mr. Tanner explained that the funding currently needed to extend the service area is not available.

Mr. Robinson requested that a representative from ClasTran is present at the Regular Board Meeting to be held April 25, 2007.

Vestavia Hills Bus Shelters— The Executive Director, along with other BJCTA employees, met onsite with ALDOT representative, Bill Miller. The process should go smoothly from this point forward. Ms. Powell also suggested that Mr. Kelly is involved so that he may expedite the process even further. Mr. Hill will follow up with Mr. Kelly.

Customer Comment regarding Paratransit—Mr. Robinson inquired the status of conducting sensitivity training within the organization. Ms. Anderson-Burse explained that initiatives are in progress and Paratransit riders, rehabilitation agency representatives and disabled persons from the community will be included as presenters during training sessions.

Ms. Powell added that she would like to see a more cohesive relationship between BJCTA and the Paratransit Committee.

Mr. Robinson suggested that the training session is promoted by the public relations firm.

MAX DVD Media Project –The Executive Director is in the process of reviewing the final draft of the DVD. A draft copy will be delivered to each Board Member.

Mr. Robinson requested that all incidents are reported to the Board of Directors no later than 24 hours after they occur.

Mr. Robinson requested that the suggestions from the TAC are also included in the Committee Packets.

Mr. Robinson inquired of the status of the system map. Ms. Anderson-Burse explained that all changes have been submitted and a final draft should be available within two weeks. Mr. Robinson noted the item for the next Committee meeting.

New Business

Ms. Powell has spoken with the chair of the Citizens Advisory Board and requested that no reference of BJCTA's Board, appointments, reappointments, private or professional contracts, or any other BJCTA matter is brought before the CAB.

Ms. Lassiter inquired of the Staff Summary presented along with the FY 2008 Budget. The initiator is noted as the Board of Directors and should be The Executive Director.

Adjournment: The meeting was adjourned.

Minutes submitted by: LaChaune N. Slater

Date: _____

Approved: _____
Walter Jones, Committee Chairman