

## CITY OF PORTAGE HUMAN SERVICES BOARD

Minutes of Meeting, November 7, 2013

**CALL TO ORDER:** Meeting called to order at 6:32 p.m. by Sandra Sheppard, Chair

**MEMBERS PRESENT:** Shawn Havens, Effie Kokkinos, Ray LaPoint, Edward Morgan, Nadeem Mirza, Sandra Sheppard, Amanda Woodin

**MEMBERS EXCUSED:** Motion made by Wooden and supported by Morgan to excuse the following members: Diane Durian, Elma (Pat) Maye, Kitu Komya (Youth Advisory Committee). Motion passed, 7-0.

**STAFF PRESENT:** Elizabeth Money, Neighborhood Program Specialist

**APPROVAL OF MINUTES:** Mirza requested an update on Red Ribbon Week activities listed in the minutes as they had difficulties recruiting students to attend the proclamation. Money informed the Board that Kyle Huitt, Youth Advisory Committee member, was present to read the proclamation at the City Council meeting. The Board discussed that next year, a different approach was needed in order to get students present for the reading of the proclamation. A motion was otherwise made by Kokkinos and supported by Woodin to approve the October 3, 2013 minutes as written. Motion passed, 7-0.

### NEW BUSINESS:

1. Presentation, Kalamazoo Transit Authority: Sean McBride, Executive Director, provided a presentation regarding the services provided by the Kalamazoo County Transportation Authority (KTA). McBride began by stating that Portage Metro County Connect ridership accounts for 20% of the total ridership in the County. As the Portage population represents 18% of the overall County population, ridership numbers are in line with the overall population. McBride continued with a review on the number and type of buses, pending changes to the Portage bus routes, the accessibility study currently underway, service upgrades (including smartphone tracking, installation of electronic bus stop signage, etc.), and a regionalization update with full transference of transit management to the County by fall 2015. The Board sought clarification on a number of issues and received the following information from McBride: there are currently eight hybrid buses with a total of 15 planned over the next three years, reloadable payment cards are currently available, ridership fees remain the same (\$1.50 per ride and \$0.75 for seniors, the disabled, and anyone under 48" in height), all buses are currently accessible (many due to hydraulics that raise and lift the bus), ultimate destinations are not known but tracking of ridership shows a mix of destinations, bus drivers are currently required to do voice announcements at each stop but this will become automated with the new GPS system, Crossroads Mall is the busiest bus stop in Portage with 2,500 on/offers per week, currently there is a 40% fund balance that provides a safety net and this is due to millage being the only revenue funding source, KTA is working on promotions to increase ridership and expunge the myth that bus service is only for those who can't afford a car, and KTA is working to make bus shelters friendly, more accessible, and promote bus ridership to all residents. Significant discussion ensued on the bus shelters, how to get more shelters placed in Portage, and what options the Board may have in the future to assist. After further discussion, the Board thanked McBride on his presentation and for the information provided.

**STATEMENT OF CITIZENS:** The Board welcomed the new member, Shawn Havens. Money also indicated that the Board would have to determine the January 2014 meeting schedule at the regular December Board meeting and to confirm their schedules so a decision could be made. Money also indicated that a pending CDBG appeal application was received and it was anticipated it would appear on the December agenda.

**ADJOURNMENT:** There being no further business before the Board, Woodin moved and LaPoint supported the meeting adjourned at 8:12 p.m. Motion passed 7-0.

Respectfully Submitted,

Elizabeth Money, Neighborhood Program Specialist