



PINELLAS SUNCOAST TRANSIT AUTHORITY
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TRANSIT RIDERS ADVISORY COMMITTEE (TRAC) MEETING MINUTES JANUARY 16, 2018

Committee Chair Gloria Lepik-Corrigan called the January 16, 2018 TRAC meeting to order at 4:03 PM. Members present: David Kovar, C. David Schneider, Teresa Dunphy, Elisabeth Olden, Richard McDaniel, Gloria Lepik-Corrigan, Kim Rankine, Mark O'Hara, Portia Smith, Debra Bjorkquist, Renee Graham, Korri Krajicek, Sue Keating, Tim Parietti, Derek Shavor and Camille Soleil. Members absent: John Estok. Also present: PSTA Staff.

PUBLIC COMMENT

There were no public comments.

CHAIR REPORT

Introductions took place due to the fact that there are seven new members on the Committee. Committee Chair Lepik-Corrigan gave a brief overview of the December 5th Board meeting. Action items included approving the February 5th Service Change, the Fare Adjustment to the Transportation Disadvantaged (TD) Late Shift Program, and new Board appointments. After the Board meeting, PSTA held a media event announcing that PSTA is officially designated a Safe Place for teens in need of assistance in Pinellas County. She also mentioned that PSTA held an Appy Hour on December 15th announcing their partnership with the Transit App for all mobile phone users.

FORWARD PINELLAS REPORT

Mr. Kovar gave a summary of the Forward Pinellas Citizen's Advisory Committee (CAC) meeting, which included an overview of the Regional Transit Feasibility Plan and the St. Petersburg Complete Streets Program. Mr. Kovar emphasized the numerous projects and extensive data that the Forward Pinellas staff review and develop on an annual basis to improve land use and transportation planning.

ACTION ITEMS

November 14, 2017 Meeting Minutes – Mr. Schneider made a motion, seconded by Mr. McDaniel, to approve the minutes. Motion passed unanimously.

INFORMATION ITEMS

Orientation Overview & Staff Introductions – Cassandra Borchers, Chief Development Officer, reviewed the content and purpose of the TRAC information binder.

Ms. Borchers explained that TRAC members review and recommend action items to the Board. She reiterated that at any time a TRAC member may contact any Board member or PSTA staff if they have any questions or comments. Ms. Borchers asked all PSTA Directors and staff members present to introduce themselves to the Committee. She made regrets for Brad Miller, PSTA CEO, who was in Tallahassee to garner support for transit project funding for PSTA.

By-Laws, Meeting Etiquette & Efficiencies, Sunshine Law – Nicole Nate, Attorney from Bryant, Miller and Olive, gave a comprehensive overview of the By-Laws that govern TRAC. Most importantly is the TRAC attendance requirement of 80% annual attendance. Ms. Nate recommended all TRAC members read the entire contents of the binder to become familiar with PSTA and the structure and purpose of TRAC. Ms. Nate stressed the importance of following the Florida Statute of Government in the Sunshine Law. All TRAC business must be conducted at official public meetings whereby three essential rules are followed: the public is allowed to attend, public notice of the meeting must be published, and minutes must be taken. Ms. Nate and Ms. Borchers reiterated to not discuss PSTA business outside of the publically noticed Committee meetings. Every document, letter, email, text made or received pertaining to PSTA business must be forwarded to PSTA staff and become part of the public record.

2018 TRAC Initiatives Introduction – Committee Chair Lepik-Corrigan gave an overview of the two initiatives that TRAC developed and shared with local governing boards and transit related agencies last year. She reviewed the process and timeline which TRAC followed to appropriately address their concerns about the initiatives. TRAC's efforts were well received by the Board, municipalities and transit agencies. All members were given a copy of both initiative letters and attachments. Ms. Borchers encouraged an open conversation about what issues members are facing, what ideas they may have, and what can be considered for possible initiatives this year. A short brainstorm session followed.

All members were encouraged to email their suggestions and ideas to Maryanne Sobocinski, TRAC Coordinator, before the next TRAC meeting. At that time, TRAC will review and discuss in more detail the two or three initiatives to be adopted for 2018.

MEMBER COMMENTS

No member comments.

OTHER BUSINESS

No other business was discussed.

ADJOURNMENT

The meeting was adjourned at 5:30 PM. The next TRAC meeting will be held on Tuesday, February 20th at 4:00 PM.