



The May 20, 2020 meeting of the BJCTA Planning & Program Development Committee was held was held in accordance with the March 2020 Proclamation issued by the Governor of Alabama.

**ATTENDEES**

Sam Parker	Johnnye P. Lassiter	Darryl Cunningham
Donald Harwell	LeDon Jones	Kevin Powe
Theodore "Ted" Smith	Frank T. Martin	Valerie Rivers
Harold Young	Glenn Dickerson	Allen Perdue
Anita Griffith	Darryl Grayson	Greg Roddy
Johnathan Mitchell	Joshua Johnson	Myrna Pittman
Phyllis Goode	Stephanie Walker	Mikesha Harvill
Christopher Brewster	Daryl Perkins	Andre' Davis
Karin Korb	Vincent VanAuker	And approx.. 19 other callers

**CALL TO ORDER**

Committee Chair LeDon Jones called the meeting to order at 11:27 AM.

**ROLL CALL**

**Committee Members**

Donald Harwell (P); LeDon Jones (P)

**Remaining Board Members**

Darryl Cunningham (P); Johnnye P. Lassiter (P); Sam Parker (T); Kevin Powe (P); Theodore "Ted" Smith (P); Martin Weinberg (A)

\*(P) Present (A) Absent (T) Tardy

DiNaira Gilbert, Board Administrator, conducted roll call and a quorum was established.

**ADOPTION OF AGENDA**

Director Harwell moved to adopt the agenda as presented. Director Jones seconded the motion and the agenda was properly adopted.

**ADOPTION OF MINUTES**

Director Harwell moved to adopt the minutes as presented. Director Jones seconded the motion and the minutes was properly adopted.

**CENTRAL MARKET UPDATE**

Stephanie Walker, Director of Grants, informed the Board that market operations would resume June 8, 2020 on Mondays, Wednesdays and Fridays

**BRT MAX STAFF UPDATE**

Valerie Rivers, Chief Administrative Officer, provided an update on the BRT. BJCTA, the City of Birmingham, and the FTA met for the FTA quarterly meeting. The City presented a powerpoint outlining all their BRT efforts. Stephanie is working with the City on the budget and any amendments that may be required. Darryl is working in conjunction with their Purchasing Department. Ms. Rivers commended Stephanie, Darryl and Phyllis for stepping in to assist the City to ensure that the BRT project is a success.

## **MARKETING UPDATE**

Myrna Pittman provided an update for the Communication Department. She announced the Essential Employee Appreciation Day. She also announced a monthly internal newsletter in the works as well as an external newsletter to be released every other month. Ms. Rivers added that Operator John Jordan will be honored at the Essential Employee Appreciation Day for his retirement after 40 years of service.

## **PLANNING UPDATE**

Joshua Johnson, Director of Planning, provided a planning update. Mr. Johnson announced that there was a significant loss in ridership, but we have seen an uptick in ridership recently because of the City opening up. Also, at Mr. Martin's direction possible contingencies are being developed to present to our municipalities. Routes are being examined to increase efficiencies. A daily ridership report is sent each week to analyze.

Director Parker inquired about the Amazon Warehouse transportation. Mr. Johnson responded their have been trigger point issues so the ridership data was off for the first couple of weeks, the error has since been corrected. Once the quarantine has ended we should have a better idea of the ridership for the Amazon stop. Director Lassiter added that Amazon is still hiring and they are currently short about 700 of their goal. Director Powe asked if there was a stop for the Amazon location, Mr. Johnson responded in the affirmative. Director Powe inquired about the shift change schedule. Mr. Johnson responded that there are AM and PM. Director Jones requested an update at the next board meeting.

## **RESOLUTIONS FOR CONSIDERATION AND APPROVAL**

None.

## **ITEMS FOR INFORMATION AND/OR DISCUSSION**

### **Departmental Updates**

### **OLD BUSINESS**

Mr. Powe inquired about whether the Maintenance Facility will be discussed in this meeting or the Operations Committee. Mr. Martin responded that it would be discussed in the next meeting.

### **NEW BUSINESS**

None.

## **ADJOURNMENT**

The meeting was adjourned at 11:47AM