PACTS TRANSIT COMMITTEE WORKSHOP AGENDA
August 25, 2020
1:00 – 2:30 p.m.

Zoom webinar: https://us02web.zoom.us/j/87878444597
Phone: 1 646 558 8656; Webinar ID: 878 7844 4597

As of March 31st, 2020 PACTS and GPCOG are holding all committee meetings via Zoom conferencing technology. We remain committed to full public access and participation in our meetings through remote access during the COVID-19 crisis. Remote meetings will be held in accordance with the requirements of LD 2167, Public Law Chapter 618.

Both the chat and Q&A features will be turned off during PACTS and GPCOG meetings to ensure full public access to telephone participants and to avoid the confusion of side conversations.

Public comment will be taken verbally during the public comment period. Members of the public who wish to speak should “raise their hands.” Participants joining by computer or mobile app can click on the “Raise Hand” button. Participants joining by telephone can dial *9.

1. Welcome

2. Open Public Comment
Residents are welcome to provide up to three minutes of public comment on any issue, including items on the agenda.

3. Acceptance of July 9, 2020 Transit Committee Workshop Minutes (Attachment A)

Staff Report
The July 9, 2020 Transit Committee Workshop minutes were included for the Committee’s information with the July 23, 2020 Transit Committee meeting packet and are included again here for the Committee's acceptance.


Staff Report
Staff has been researching best practices for transit agencies in addressing COVID-19, including operations (distancing, sanitizing, and ventilation) and communication, and will provide an update on the work and high-level findings.

Proposed action: For information only.

5. Discussion of Expenses Incurred and Anticipated Related to COVID-19 – 15 minutes

Staff Report
Agencies have been asked to submit their expenses already incurred for cleaning and sanitation and vehicle and capital upgrades specifically related to COVID-19. The compiled agency submissions will be included separately. The Committee will review agency submissions, as well as actual steps already taken (operational, physical, administrative, contractual, etc.) and anticipated going forward to inform potential opportunities for joint procurement of services or products.

Proposed action: For discussion and information only.

6. Discussion of Priorities for Remaining CARES Act Funds – 40 minutes

Staff Report
The PACTS region received approximately $53M in CARES funds to support public transportation. Approximately $13.7M was allocated in Phase I, which addressed immediate operating needs from February 1, 2020 to June 30, 2020, and another $7.8M was allocated in Phase II for July 1 to December 31, 2020.

PACTS identified several priorities for Phase II funds, including: Maintain Regional Transit Service, Pandemic Recovery and Resiliency, Transit System Innovation, and Municipal Budget Assistance. The focus has been on maintaining transit service by
offsetting transit agencies’ reduced operating revenue from all sources. Other funds were allocated for initiatives to improve the region’s transit system, for communication, for municipal budget assistance, and for support of Concord Coach Lines.

Today, the Committee is asked to determine priorities for the remaining $31.5M of the region’s CARES Act funds, discuss estimated funding levels for each priority going forward, and determine when and how other projects will be considered for CARES Act funds.

Proposed action: Determine priorities for allocating remaining CARES Act funds and develop a process for estimating needs for each priority.

Proposed action: Determine a process and timeline for other projects to be considered for CARES Act funds.

7. Other Business

8. Adjourn

Upcoming Meetings
- September 1, 8:30 a.m. – PACTS Executive Committee meeting
- September 10, 9:30 a.m. – PACTS Transit Committee meeting
- September 22, 1:00 p.m. – PACTS Transit Committee workshop
- October 6, 8:30 a.m. – PACTS Executive Committee meeting
PACTS 
Portland Area Comprehensive Transportation System

PACTS TRANSIT COMMITTEE WORKSHOP MINUTES 
July 09, 2020

<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hank Berg, Vice Chair</td>
<td>Casco Bay Island Transit District</td>
<td>Y</td>
</tr>
<tr>
<td>Lori Brann</td>
<td>MaineDOT</td>
<td></td>
</tr>
<tr>
<td>Chris Chop</td>
<td>Maine Medical Center</td>
<td>Y</td>
</tr>
<tr>
<td>Robert Currie</td>
<td>YCCAC</td>
<td>N</td>
</tr>
<tr>
<td>Jack De Berardinis</td>
<td>RTP</td>
<td>Y</td>
</tr>
<tr>
<td>John Duncan</td>
<td>City of South Portland</td>
<td>Y</td>
</tr>
<tr>
<td>Amy Geren</td>
<td>Portland Downtown</td>
<td>Y</td>
</tr>
<tr>
<td>Rebecca Grover</td>
<td>Maine Turnpike Authority</td>
<td>Y</td>
</tr>
<tr>
<td>Bruce Hyman</td>
<td>Planning Committee Appointee</td>
<td>Y</td>
</tr>
<tr>
<td>Gregg Isherwood</td>
<td>Custom Coach &amp; Limousine</td>
<td>N</td>
</tr>
<tr>
<td>Greg Jordan, Chair</td>
<td>METRO</td>
<td>Y</td>
</tr>
<tr>
<td>Patricia Quinn</td>
<td>NNEPRA</td>
<td>Y</td>
</tr>
<tr>
<td>Tony Scavuzzo</td>
<td>BSOOB Transit</td>
<td>Y</td>
</tr>
</tbody>
</table>

**Guests**

<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Price Armstrong</td>
<td>AECOM</td>
</tr>
<tr>
<td>William Gayle</td>
<td>NNEPRA</td>
</tr>
<tr>
<td>Nate Moulton</td>
<td>MaineDOT</td>
</tr>
</tbody>
</table>

**For GPCOG**

<table>
<thead>
<tr>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Andrew Clark, Kristina Egan, Rick Harbison, Zoe Miller, Ryan Neale</td>
</tr>
</tbody>
</table>

1. **Welcome**
   Greg Jordan opened the meeting and welcomed the attendees.

2. **Open Public Comment**
   There were no public comments during this portion of the agenda.

3. **Acceptance of the May 26, 2020 Transit Committee Workshop Minutes**
The group accepted the May 26 workshop minutes as written.

4. Presentation on the Medium- and Long-Term Impacts of COVID-19
Staff and consultant AECOM have conducted research to better understand the uncertainties surrounding the pandemic and their implications on the region's transit system. This work has included interviews with local and national leaders and experts, focus groups, a survey, and other state-of-practice research. Staff will soon author a white paper on the complete findings.

Key takeaways from the interviews included:
- Helping the public be confident that service will be reliable, convenient, clean, and safe
- Considering the opportunity to reallocate street space to transit service, walking, biking, or other uses
- Recognizing the pandemic as a catalyst for a digital transformation, especially with regard to working from home

Survey respondents' priorities for use of federal funds included ensuring the public and operators' continued health and safety, and system innovation. Respondents considered the greatest unknowns to be rider behavior, the development of a vaccine, and whether the popularity of working from home would continue. The major long-term transformations anticipated by respondents included increased rates of working from home, continued social distancing, impacts to the economy, and increases in people walking and biking.

The findings have been compiled into a matrix which visualizes the level of uncertainty and the level of impact of certain items. Items which are highly uncertain and highly impactful—such as *When will a vaccine be developed? How will funding be impacted?*—will need to be studied in greater detail. Another matrix involves the rate at which a vaccine is developed versus whether transit funding increases or decreases. Staff and AECOM are developing a white paper that will include each of these scenarios to identify low-risk, high-reward strategies based on different assumptions of the future. We may want to pursue some of these initiatives, such as automated ticketing, regardless of how these scenarios develop going forward. The technology, demand, and rationale are in place for this initiative. Another issue to be thinking about is how changes in fuel prices would affect our priorities.
Bruce Hyman asked how the research could inform the committee's work on allocating funding toward the CARES Act Phase II priorities. Price Armstrong noted there was still more work to do before they could offer additional specific recommendations. Kristina added that committee members and other interested parties will have an opportunity to hear the final results of the research work before the Transit Committee's next meeting. Greg noted the committee need not feel rushed in making long-term allocations, and that the immediate priority will be for the next six months.

William Gayle suggested staff also consider vaccine adoption rates as well as development; a vaccine being developed does not guarantee that people will use it. He also suggested considering the impact of potential changes in fuel prices. Greg underscored the importance of understanding where the transit industry and mobility in general are headed. He recommended that the group not focus solely on returning to a pre-pandemic system and assumptions.

5. **Overview of Funding Opportunity: Inclusive Transportation Planning Mobility on Demand Grant Program**

GPCOG has been made aware by the Community Transportation Association of America (CTAA) of a grant opportunity to fund identifying, developing, and implementing a mobility-on-demand program. The Request for Proposals stresses taking a human-centered design approach to improve mobility and access for people who traditionally experience barriers to transportation. The grant provides up to $300,000 over 18 months.

Jack De Beradinis commented on MaineDOT's upcoming Transit Technology Summit. He asked whether the work being discussed would have a regional or statewide focus. Zoe said the work would initially be focused on the regional level, with an eye toward scaling up to a statewide program once it is feasible to do so.

Rebecca Grover noted that Go Maine has been revamped towards a statewide trip planner, and encouraged Zoe to explore this. Zoe said Go Maine could be folded into the work as a partner.

The committee was supportive of staff pursuing the opportunity.
6. Discussion of Framework for Transit Agency CARES Act Phase II Requests
Staff are proceeding with the one-on-one meetings with each transit agency to help refine the data collection effort in support of allocating Phase II funding. Meetings with all agencies except YCCAC are happening this week.

Greg has been in contact with Concord Coach Lines (CCL) with regard to their request for CARES Act funding. He has sent them a list of questions and a template similar to that used by the other agencies so the group can have further clarity on the details of their request. He hopes to hear back from CCL by early next week.

Greg asked the group to consider rescheduling its July 28 meeting to July 23. The group agreed to reschedule the July 28 meeting to July 23 at 9:30 a.m. Staff will work to resolve any potential scheduling conflicts.

7. Other Business
GPCOG has received a grant to bring on 14 AmeriCorps volunteers in October. Kristina anticipates twelve of them will be working directly for member municipalities or transit agencies. If any member is interested in hosting a volunteer, they are encouraged to let staff know.

Patricia Quinn shared that NNEPRA had just received approval to add three more round trips on the Downeaster beginning July 20.

8. Adjourn