



GUAM REGIONAL TRANSIT AUTHORITY

GOVERNMENT OF GUAM

Lourdes A. Leon Guerrero, Governor
Joshua F. Tenorio, Lieutenant Governor
Celestin C. Babauta, Interim Executive Manager



BOARD OF DIRECTORS MEETING

Transit Management Center

August 11, 2020, 2:00 pm

Agenda

- I. Meeting Called to Order
- II. Roll Call
- III. Administrative Directive – Social Distancing Mandatory
- IV. Review of Minutes July 14, 2020
- V. Public Participation – Submit 3 Minutes per individual
- VI. Interim Executive Manager’s Report: Transit Management Center, Paratransit, Fixed Route, Maintenance, Budget, Procurement, Projects, Complaints
- VII. Old Business
 - A. Adoption of Department of Administration Personnel Rules and Regulations
 - B. Revenue Generating Initiatives
 - C. FTA Grant Program Proposal FY20
 - D. Bus Stop Signs
- VIII. New Business
 - A. Proposed No-Show Policy
- IX. Executive Session
- X. Adjournment



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Board of Directors Regular Meeting

Tuesday, August 11, 2020 at 2:00 pm

Transit Management Center

Meeting Minutes

I. Call to order:

Chairman Alejo Sablan called the meeting to order at 2:00 pm.

II. Roll Call:

GRTA Board Members present: Chairman Alejo Sablan, Vice-Chairman John Leon Guerrero, Director Kevin Susuico, Director Rudy Paco and Director David Arentz. A quorum was established.

III. Administrative Directive:

Chairman Sablan informed the Board and as well as the public that due to COVID-19, wearing a mask and social distancing is mandatory.

IV. Review of Minutes:

Board Members reviewed the July 14, 2020 meeting minutes. Director Kevin Susuico motioned to approve the minutes and Director Rudy Paco seconded it. Meeting minutes was approved with 5 yes and 0 nays.

V. Public Participation – 3 minutes per individual:

Ms. Bernie Wiemann – She sees an improvement within GRTA since being introduced to the agency back in 2015. In her experience pick-ups are either on time or 10 minutes early. She mentioned that when she calls into dispatch the staff are very helpful and friendly. Additionally, she stated that with Mr. Babauta's leadership GRTA saved over a million dollars. Ms. Wiemann commends GRTA and its staff.

Ms. Evelyn Duenas – Her concern is the telephone issue that occurred on Friday, August 7, 2020. She stated no public announcement was made and no alternative number was provided to call the dispatch office. She suggested GRTA needs an alternative number for people to call when the main lines are down. Interim Executive Manager Celestin Babauta informed Ms. Duenas that the alternative number is at GRTA's Administration Office and the telephone number is 475-4686. He further stated that he will make sure that there is a back-up telephone number at the Transit Management Center (TMC). Staff Margaret Nauta commented that the GTA telephone outage was not planned and some of the riders were calling the Administration Office.

Frank Florig (CEO/President, Special Olympics Guam) – Mr. Florig stated Special Olympics Guam has over 900 athletes, some of which depend on paratransit. He praised the current management/staff of GRTA. He mentioned that the athletes are getting picked up in a timely manner. He noticed a big positive



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change and progress from the previous management. Mr. Florig affirmed there is no perfect system, but GRTA is moving in the right direction.

VI. **Interim Executive Manager's Report:**

- A. **One Call – One Click Transportation Management System (TMS):** No discussions were made. Please see attached report from Staff Member Virgil Penafiel.
- B. **Paratransit/Complaints:** As of August 8, 2020, GRTA has a total of 615 paratransit riders, 28 complaints, 3 are open and 25 closed. Please see attached report from Staff Member Jackie Taitano.
- C. **Maintenance/Vehicle Fleet:** As of August 7, 2020, GRTA has 11 operational MV1's and 9 Arbocs. Please see attached report from Staff Member Rolando Dydasco.
- D. **Transit Management Center:** No discussions were made. Please see attached report from Staff Member Margaret Nauta.
- E. **Projects:** Interim Executive Manager Babauta posted the current schematics for the Board to review the proposed 30 percent design. Chairman Alejo Sablan suggested we make our proposed design available on our website so the public can stay abreast of what GRTA is doing. Please see attached report from Babauta.

VII. **Old Business:**

- A. **Adoption of the Department of Administration Personnel Rules & Regulations:** Interim Executive Manager Babauta informed the Board he and the staff are currently reviewing the personnel rules and regulations to determine those provisions that are applicable to GRTA. When completed, Rules and Regulations will be brought to the legal counsel and the Board for review and approval.
- B. **Revenue Generating Initiatives:** Staff Member Richard Ybanez informed the Board he provided a report of potential revenues if we charge \$1.00 for parking at UOG and GCC. He mentioned there are three documents Attorney Keeler is reviewing; policy for advertising on our buses, Memorandum of Understanding (MOU) to charge for advertising on our buses and the policy for paid parking. Please see attached report from Staff Member Richard Ybanez.
- C. **Fiscal Year 2020 Federal Transit Administration Grants and Thereafter:** Interim Executive Manager Babauta informed the Board that GRTA received a message from FTA in that grants beginning with fiscal year 2020 and thereafter will have to be included on the Guam Transportation Improvement Plan (GTIP). GRTA will coordinate its GTIP amendment with DPW. Upon completion, GRTA will then submit its proposals on the Transit Award Management System (TRAMS).
- D. **Bus Stop Signs:** Babauta informed the Board the start of the Southern Shuttle will be on August 17, 2020. He explained that Staff Member Mark Crisostomo was out putting up temporary bus stop signs, which will display the departure times.



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VIII. **New Business:**

Proposed No-Show Policy: Interim Executive Manager Babauta explained to the Board, the purpose of the no-show policy is to help GRTA maximize the capacity of GRTA buses and vans. The policy will enable GRTA to suspend paratransit riders who are habitually missing their scheduled rides and not notifying the Transit Management Center dispatch. Riders are required to contact GRTA dispatch at least one hour before their scheduled rides that they won't be riding. Rides missed due to sickness, family emergencies, etc. are not counted as no-show. Staff members have put together a policy that will be reviewed by our legal counsel and then forwarded to the Board for review and approval. Please see attached no-show policy.

IX. Executive Session: Chairman Sablan called a recess at 3:06pm.

X. Adjournment: Chairman Alejo Sablan reconvened the meeting at 3:58pm adjourned the meeting at 3:59pm.

Alejo C. Sablan, Chairman
Guam Regional Transit Authority Board of Directors

Date