

NOTICE OF MEETING

PALM TRAN SERVICE BOARD

SEPTEMBER 21, 2023

1:30 P.M. – 3:30 P.M.

PALM TRAN DELRAY BEACH HEADQUARTERS

Board Room

100 N. Congress Ave.

Delray Beach, FL 33445

Palm Tran Bus Service is available to this location via Route 2

Note:

Members of the public may attend and provide comments in-person or submit comments via phone message, e-mail, or written correspondence via mail. All comments must be received before noon Eastern Time, September 20, 2023.

If a person decides to appeal any decision made by this Board with respect to any matter considered at this meeting, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, at his or her own expense. A copy of this agenda may be requested in another format. To request a reasonable accommodation under the Americans with Disabilities Act, please contact DeBorah Posey-Blocker at dposeyblocker@pbcgov.org or 561-841-4245.



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Clinton B. Forbes
Executive Director

Deborah Posey-Blocker
Service Board Liaison



Palm Tran Service Board Members

Carmencita Mitchell, Chair
Seat 9 - Regular Fixed Route Bus Rider

Joey Acevedo, Vice Chair
Seat 10 - Fixed Route Bus Operator



Terry Brown
Seat 1 - Rep. with Transportation Experience

Kerry Rawn
Seat 2 - Disability Advocate

Selva Selvendran
Seat 3 - Environmental Advocate

Councilwoman KaShamba Miller-Anderson
Seat 4 - Elected Municipal Official

Jim Gibbs
Seat 5 - Business Community Representative

Donté Mickens
Seat 6 - Rep. with Multicultural Experience

Frank Stanzione
Seat 7 - Senior Citizen Representative

Brandon Williams
Seat 8 - Certified Paratransit User

Tricia Hallison-Mischler
Seat 11 - Citizen-at-Large

Dennis Martin
Seat 12 - Rep. with Extensive Paratransit Experience

Tammy Jackson-Moore
Seat 13 - Resident of Glades/Lake Region Area

PALM TRAN SERVICE BOARD

Thursday, September 21, 2023

Palm Tran Delray Beach Headquarters
Board Room
100 N. Congress Avenue
Delray Beach, FL 33445

AGENDA
1:30 P.M. – 3:30 P.M.

1. Call to order
2. Pledge of Allegiance
3. Roll Call
4. MOTION TO ADOPT Agenda for September 21, 2023
5. MOTION TO APPROVE Minutes for August 31, 2023
6. Safety Message/Briefing
7. Comments from the Palm Tran Service Board Chair
8. Comments from Palm Tran Executive Director
9. Informational Items
 - a. Update on January 2024 Planned Service Changes
 - b. Public Comment on Informational Items
10. Public Comments (General)
11. Customer Service Follow-ups
12. Special Presentations
13. Board Member Comments
14. Adjournment

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Thursday, August 31, 2023
1:30 P.M. to 3:30 PM

1. Call to Order

Meeting called to order at 1:33 p.m. by Chair Mitchell

2. Pledge of Allegiance

3. Roll Call

Members Present

Terry Brown, Seat 1, Representative with Transportation Experience
Kerry Rawn, Seat 2, Disability Advocate
Selva Selvendran, Seat 3, Environmental Advocate
Donté Mickens, Seat 6, Representative with Multicultural Experience
Frank Stanzione, Seat 7, Senior Citizen Representative
Carmencita Mitchell, Seat 9, Regular Fixed Route Bus Rider/Chair
Joey Acevedo, Seat 10, Fixed Route Bus Operator/Vice Chairman
Tricia Hallison-Mischler, Seat 11, Citizen-at-Large
Dennis Martin, Seat 12, Representative with Extensive Paratransit Experience

Members Absent

KaShamba Miller-Anderson, Seat 4, Elected Municipal Official of a Municipality within PBC
Jim Gibbs, Seat 5, Business Community Representative
Brandon Williams, Seat 8, Certified Paratransit User
Tammy Jackson-Moore, Seat 13, Resident of the Glades/Lake Region Area

4. Motion to Adopt the Agenda for August 31, 2023

Chair Mitchell requested a motion to adopt the agenda for August 31, 2023.
Motion made by Mr. Stanzione and seconded by Mr. Acevedo
The motion was approved unanimously.

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5. Motion to Approve Minutes June 29, 2023

Chair Mitchell requested a motion to approve the Minutes for June 29, 2023.

Motion made by Mr. Stanzione and seconded by Mr. Martin The motion was approved unanimously.

6. Safety Message/Briefing

The Safety Message was presented by Charles Hall, Interim Director of Operations.

The August Safety Message focused on “Americans with Disability Act”.

7. Comments from Palm Tran’s Service Board Chair

Ms. Mitchell mentioned how nice it was to see everyone and thanked Palm Tran staff for the state of the art tablets. Ms. Mitchell reminded everyone that she will be attending the BCC workshop with vice chair Acevedo the evening of September 7th, and encouraged all to attend the BCC workshop of September 26th. Ms. Mitchell advised everyone that the next PTSB meeting will be September 21 it will be an extended meeting to get a preview of the September 26 workshop. Ms. Mitchell asked about an express service from the Gardens Mall to the Intermodal if the service was being considered? Mr. Forbes advised that it was strongly being considered.

8. Comments from Palm Tran’s Executive Director

Port Saint Lucie Express

Palm Tran is continuing to prepare for the launch of the Port St. Lucie Express. This new bus service, fully funded by the FDOT, will travel four times daily during peak hours between Port St. Lucie and West Palm Beach for \$2.65 each way. The launch of the service is anticipated for the spring of 2024 pending approval from the PBC Board of County Commissioners.

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Intermodal Transit Center Restroom Improvement

Mr. Forbes was happy to announce that there has been an improvement in the conditions of the restrooms at the Intermodal. Palm Tran has been working with a new vendor to improve the facility and provide a cleaner and more enjoyable experience for our customers.

Emergency Operations Center Supervisor Tour

Hurricane season is in full swing and we like being prepared. In July, Palm Tran operations supervisors toured the Palm Beach County Emergency Operations Center. The behind-the-scenes tour provided a new perspective on their role in countywide emergency operations.

PRSA Sunshine Radiance Awards

Mr. Forbes congratulated the Public Relations section on winning five commendations for excellent public relations campaigns and tactics at the Public Relations Society of America Sunshine Radiance Awards. Palm Tran won commendations for the 2022 Palm Tran Annual report, the “Change the Way You Pay” video, the “Go Glades PSA” video, the “I Ride Because” video, and for our communications plan during Hurricane Nicole. Well done team!

Federal Transportation Authority

On August 23, Palm Tran was happy to welcome two members of the Federal Transit Administration to our South County facility. During their visit, they met with members of our finance team to focus on our pending applications for grants. They also toured the facility for the first time since providing funding for the South County building.

Upward Mobility

Mr. Forbes was proud to announce the promotion of two Palm Tran team members. Pameka McNeal for her promotion to Purchasing Administrator. Pameka began her career in Palm Tran Connection in 2006 and then advanced to Administrative Services. In her new role, she will coordinate procurement activities and advise all project managers through the procurement process.

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Mr. Forbes also congratulated Brooke Peters on her promotion to Service Planning and Scheduling Manager. Brooke began her career at Palm Tran in 2022 serving as the Senior Planner and Interim Service Planning and Scheduling Manager. In her new role, she will be responsible for service planning, scheduling, and improvements. Congratulations!

9. Committee Reports

None

10. Action Items

a. September 10, 2023, Service Changes

Brooke Peters, Service Planning & Scheduling Manager gave a brief overview of the proposed September service changes, service delays and efforts to recruit more bus operators.

Chair Mitchell requested a motion to approve the Service changes for September 2023.

Motion was made by Mr. Stanzione and seconded by Mr. Acevedo.

The motion was approved unanimously.

b. Public Comment on Actions Items

None

11. Informational Items

a. Performance Report

Jimilla Hicks, Senior Manager of Performance Management, presented a short overview of the Performance Report for July 2023.

b. Port St. Lucie Express

Yash Nagal, Director of Transit Planning gave a comprehensive presentation and overview of the project, the park and ride facility that is off the 95. The delivery of the service, the vehicles that will be used, the peer agency that was reviewed (Broward County) and the timeline of the project.

c. Public Comment on Informational Items

None

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12. Public Comments (General)

Nicky Brown, mentioned the peak of hurricane season. Mr. Brown acknowledge Mr. Forbes preparation.

Cecil Smith, commented on the intermodal bathrooms how there is rarely and soap or toilet paper. He also mentioned a bus stop on Quadrille and another on Clematis that need to be addressed. He mentioned Go Glades how everyone loves the service.

13. Customer Service Follow-up

None

14. Board Member Comments

Mr. Selvendren, is very happy about the Port S. Lucie Express coming

Mrs. Rawn, spoke about the great experience she has had riding Palm Tran fixed route service. she spoke about the bathrooms at the intermodal and understood the concern about cleanliness.

Mr. Mickens, spoke about using the Userve service and how awesome it is.

Mr. Stanzione, regarding tints at the bus stops do not make to dark bus operators have to see passengers.

Mr. Acevedo, for bus stop improvement project will route one be prioritized? Mr. Nagal answered yes.

Mrs. Mitchell, mentioned she will be attending the evening session of the BCC on September 7th with vice chair Mr. Acevedo. Reminded everyone to go to the BCC meeting on September 26th at 9:30 next PTSB will be September 21st

15. Adjournment

The meeting was adjourned at 2:50 P.M. by Chair Mitchell.

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Date _____

Carmencita Mitchell, Chair

Date _____

Joey Acevedo, Vice Chair

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Back to School Safety

Tips for Driving in School Zones

- Recognize school zones and reduce your speed when traveling through them.
- Expect increased traffic in and around school zones.
- Be aware of pedestrian crosswalks in school zones.
- Be on the lookout for stopped school buses.
- Obey crossing guards, traffic officers and the police.

Take an Extra Second

School zones are put in place to ensure the safety of children in and around schools. Anticipate that children will suddenly run into the street. When approaching crosswalks, yield the right-of-way, slowing down or stopping if necessary.



Mission: To provide access to opportunity for everyone, safely, efficiently and courteously.

Palm Tran Service Board Meeting (PTSB)



Clinton B. Forbes

Executive Director, Palm Tran

Presented: Thursday 21, September, 2023



To provide access to opportunity for everyone; safely, efficiently and courteously

Paid Training and Licensing for all Non-CDL Holders



Executive Director's Riders Challenge



Hispanic Heritage Bus



De-escalation Training



APTA Scholarship



Elijah Brown
Planner I



Upward Mobility



Betty Garrett
Executive Chief of Human Resources





To provide access to opportunity for everyone; safely, efficiently and courteously



Thank you!