



CHAPEL HILL TRANSIT
Town of Chapel Hill
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CHAPEL HILL TRANSIT PUBLIC TRANSIT COMMITTEE
NOTICE OF COMMITTEE MEETING AND AGENDA
JANUARY 25, 2022 – 11:00 A.M. to 1:00 P.M. (VIRTUAL MEETING)
CHAPEL HILL TRANSIT – FIRST FLOOR CONFERENCE ROOM

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8. Adjourn	

MEETING SUMMARY OF A VIRTUAL MEETING OF THE PUBLIC TRANSIT COMMITTEE

November 16, 2021 at 11:00 AM

Present: Michael Parker, Chapel Hill Town Council
Ranee Haven-O'Donnell, Carrboro Town Council
Cheryl Stout, UNC Transportation & Parking
Cha'ssem Anderson, UNC Associate Director of Transportation Planning
Zachary Hallock, Carrboro Transportation Planner
Gordon Merklein, UNC Vice Chancellor for Real Estate and Campus Enterprises

Absent: Anne-Marie Vanaman, Town of Carrboro Management Specialist, Damon Seils, Carrboro Town Council, Hongbin Gu, Chapel Hill Town Council, Amy Ryan, Chapel Hill Town Council

Staff present: Brian Litchfield, Transit Director, Rick Shreve, Budget Manager, Nick Pittman, Transit Planning Manager, Matt Cecil, Transit Development Manager, Jeffrey Sullivan, Community Outreach Manager, Melissa Patrick, Transit Lead Supervisor, Josh Mayo, Transportation Planner Town of Chapel Hill

Guests: Fred Lampe, Molly De Marco

1. The Meeting Summary of October 26, 2021 was received and approved.
2. **Employee Recognition – Melissa Patrick** has been promoted to the position of Lead Supervisor for Fixed Route and Demand Response divisions. She has been with us since 2011 filling different positions along the way from operator to supervisor on both Fixed Route and Demand Response divisions.
3. **Consent Items**
 - A. November Financial Report– Provided for Partners information. We have a contract in place with our fuel suppliers to cover us from the increasing cost of fuel.
 - B. Disposition of Vehicles – Provided for Partners information.
4. **Discussion Items**
 - A. Radio/ITS Replacement Project – Provided for Partners information. A committee member asked if we will still need a central communication base for the new radio system. Brian responded that we will still have the command central at dispatch but the new technology will allow recording of the communication through the system. The current system does not have a backup system whereas the new system would. A committee member asked if the new system would work for micro transit in the future. Brian responded that we will look into our options in the future.

5. Information Items

- A. Transit Oriented Development Planning Update – Provided for Partners information.
- B. North South Bus Rapid Transit Project Update – Provided for Partners information.
- C. Compensation Options to Support Recruitment and Retention of Transit Team Members Update – Provided for Partners information. A committee member stated that they would review the options and how it will impact the budget within the next 5 years and they will get back with Brian before Thanksgiving about this.
- D. Performance Report – Provided for Partners information.

6. Departmental Monthly Reports

- A. Operations Report - Provided for the Partners information.
- B. Community Outreach – Provided for the Partners information.
- C. Director’s Report – Provided for the Partners information.

7. **Next Meeting** – January 25, 2022 (11:00 a.m. – 1:00 p.m. at Chapel Hill Transit)

8. Adjourn

The Partners set a next meeting date for January 25, 2022

3A. December Financial Report

Prepared by: Rick Shreve, Senior Management Analyst

December 2021

- Expenses for the month of December were \$2,192,572. Along with the encumbrances, which are heavily weighted towards the beginning of the fiscal year, approximately 48.73% of our budget has been expended or reserved for designated purchase (e.g. purchase orders created for vehicle maintenance inventory supplies encumber those funds, and show them as unavailable for other uses).

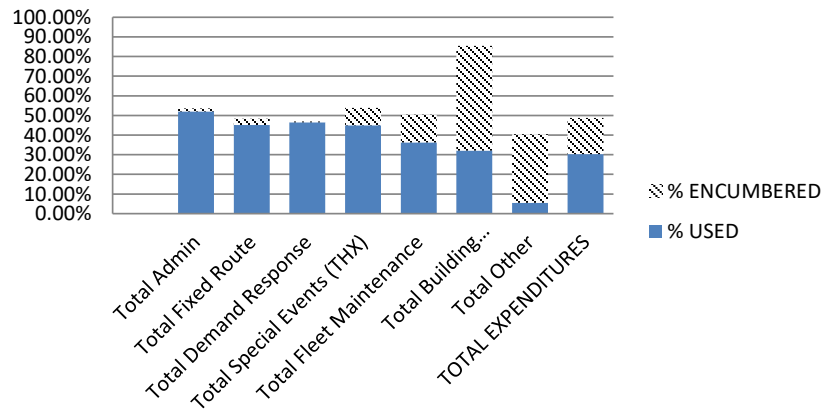
Highlights

- This aggregation of expenses and encumbrances for the first half of the fiscal year is consistent with years past and is perfectly in line with what we would expect at this point in the year.
- The attached data exhibits the financial information by division within CHT and should be a useful tool in monitoring our patterns as the year progresses, and is a high-level representation of the data used by our division heads.
 - It is worth noting that the “Special Events” line is mostly comprised of Tar Heel Express expenses, and the line labeled “Other” is comprised primarily of special grant-funded expense lines that are not permanent fixtures in the division budgets.

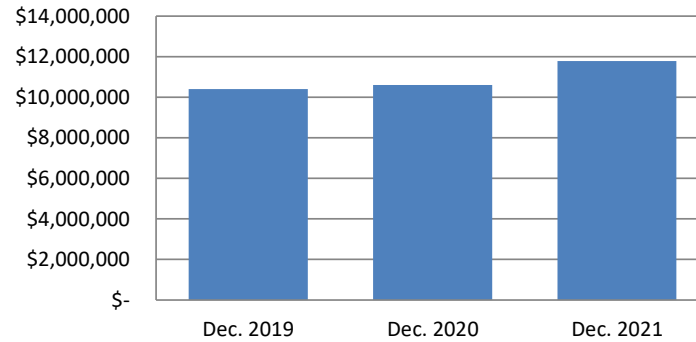
Transit 640 Fund Budget to Actual at end of December 2021

	ORIGINAL BUDGET	REVISED BUDGET	ACTUAL MONTH EXPENSES	ACTUAL YTD EXPENSES	CURRENT ENCUMBRANCES	BALANCE AVAILABLE	% USED OR ENCUMBERED Dec. =
Total Admin	1,904,787	1,908,787	202,906	992,464	31,318	885,005	53.64%
Total Fixed Route	12,798,403	13,672,689	1,287,339	6,173,021	424,050	7,075,618	48.25%
Total Demand Response	2,472,428	2,468,428	233,955	1,149,107	10,549	1,308,772	46.98%
Total Special Events (THX)	309,653	309,653	35,392	139,495	27,462	142,696	53.92%
Total Fleet Maintenance	4,951,906	4,755,365	328,292	1,725,447	668,194	2,361,724	50.34%
Total Building Maintenance	893,409	2,736,614	88,738	880,415	1,456,104	400,095	85.38%
Total Other	2,969,460	12,978,157	15,950	724,647	4,518,911	7,734,599	40.40%
TOTAL EXPENDITURES	\$ 26,300,046	\$ 38,829,693	\$ 2,192,572	\$ 11,784,597	\$ 7,136,588	\$ 19,908,509	48.73%

CHT December 2021 YTD Expenses as % of Budget



CHT Total YTD Expenses - Previous Years Comparison



4A. Request to Provide Transit Service to Ironwoods Neighborhood
Action: Partners receive information and provide staff with feedback.

Staff Resource: Nick Pittman, Transit Planning Manager
Brian Litchfield, Director

Background

- As a partnership between the Town of Chapel Hill, Town of Carrboro and the University, a request for new service and/or an expansion of services is typically discussed by the Transit Partners Committee, which provides a recommendation to the jurisdiction(s) from which the request was generated.
- If approved, the jurisdiction(s) in which the service originates is responsible for paying the full cost of the new service for at least one year. If the service meets performance standards, the Partners Committee then discusses sharing the cost of the new service through the current Transit funding formula.

Overview of Service Request

- The Transit Partners Committee has received a petition (<https://chng.it/4KdNJ2RR>) and an email request (Attachment 1) to add the Ironwoods neighborhood and the bus stop on Seawell School Road at Ironwoods Drive to the N and NU routes. The petition is from residents of the Ironwoods and North Haven at Ironwoods neighborhoods and includes 65 signatures.

Overview of Past and Existing Service

- Seawell School Road between Estes Drive and High School Road, including the stop at Woodleaf Drive, was previously served by the HS Route. This section of the route discontinued in August 2019, following a detailed review of service performance and community engagement through the Chapel Hill Transit Short Range Plan (<https://www.townofchapelhill.org/government/departments-services/transit/about-chapel-hill-transit/projects/short-range-transit-plan>). The Short Range Plan was developed over a two-year period and included several opportunities for community engagement, including online surveys and several public input sessions.
 - The Estes to High School Road section of the route was one the lowest performing segments in the system and had a low transit propensity based on several factors, including density, land-use, income, etc. Ridership showed an average of four (4) daily boardings from the Seawell School Road at Woodleaf Drive stop (going toward Chapel Hill High) and one (1) daily boarding from the Seawell School Road at Ironwoods Drive stop (going toward Downtown Chapel Hill and Campus).
- In August 2019, the HS was rerouted from Seawell School and Estes Drive to better serve Rogers Road, High School Road, current and planned developments on Homestead Road, Women and Children's Shelter, Seymour Center/Southern Human Services, provide improved north-south transfer options for customers along Martin Luther King Jr. Boulevard and connections to Downtown Chapel Hill, Campus and UNC Hospital. This adjustment and reallocation of service provided customers with improved access to employment, community facilities and schools along the route.

- Other service scenarios and efforts were tried prior to 2019 to improve ridership from this general area.
- Current routes operating near this area:
 - The N route
 (<https://www.townofchapelhill.org/home/showpublisheddocument/46966/637771685640200000>) operates hourly service Monday through Friday 6:30 AM to 8:30 PM and hourly weekend service from 8:00 AM to 7:00 PM between Estes Park, Village Drive, Umstead Drive, Pritchard Avenue, W. Longview and Downtown Chapel Hill/Campus.
 - The NU route
 (<https://www.townofchapelhill.org/home/showpublisheddocument/49637/637775840134730000>) operates 15 minute peak/40 minute off peak service Monday Through Friday from 6:45 AM to 11:00 PM and 40 minute weekend service from 11:00 AM to 11:00 PM between the student lot (RR) on Estes Drive, Martin Luther King Jr. Boulevard, Hillsborough Street and Downtown Chapel Hill/Campus.

Service Benefits and Challenges

- A service extension could provide more direct transit access to the Ironwoods and North Haven at Ironwoods neighborhoods and access to Smith Middle School and Seawell Elementary School off of Seawell School Road.
 - The schools are served by the HS route along High School Road and do not generate the ridership like Chapel Hill High School. Ridership from the neighborhoods would likely approximate previous ridership. Land use in the area (Carolina North Forrest) is not likely to change and or allow for increased densities that could better support transit services.
- The location of the neighborhoods provides challenges to connecting with existing routes and extensions would likely increase travel times for existing customers and/or create unreasonable travel patterns/times for new customers. Unfortunately, the neighborhood streets were not designed with consideration for transit and any potential extension would need to serve Seawell School Road and likely require the route to make a loop up to Homestead Road that would impact travel times (estimate of 20+ minutes) and not be a desirable travel pattern. Note that one of the interests of the Short Range Plan effort was to improve the directness of routes, by adjusting/removing, where possible, loops or other travel patterns that were not conducive to ridership.
- Adjusting the HS Route to serve this section of Seawell School would require the removal of service from Homestead Road between Seawell School and Martin Luther King Jr. Boulevard.
- The Short Range Transit Plan, which was adopted in 2020, identified service areas and routes to help guide future transit investments (Unfunded Service Priorities). The priority list includes \$14M+ in unfunded needs and did not identify this area for future investment.
- The bus shelter at Seawell School and Ironwoods was scheduled for removal in April 2021, however, it was delayed due to contractor shortages from the pandemic. If service was

returned to this area, the stop and shelter on Seawell School Road will need to be upgraded to meet ADA standards.

- Our current Operator shortage would not allow for new routes or extensions in the near term.
- As pedestrian and bicycle improvements are made along this section of Estes Drive, this may create connection opportunities from the neighborhoods to existing routes and/or allow for minor adjustments to existing routes that could help with connections from the neighborhoods.

Fiscal Note

- While staff has not developed potential service scenarios at this time, it should be noted that the FY2021-2022 Chapel Hill Transit budget did not include funding for service improvements/expansions. Any extension or improvement would need to be funded by the Town of Chapel Hill for at least one-year.

Options for Next Steps

- Request staff to further explore routing options and costs and look at options for near-term implementation.
- Request that staff place this service request on the unfunded priorities list with an interest to further evaluate what service options, if any, would be reasonable for this area.
 - Staff has submitted a grant request to evaluate microtransit (on-demand service) options. If awarded, staff could determine if this area could be included or have potential to be served by this type of service.
- Request staff take no further action.

Recommendation

- That the Partners Committee receive this report and provide staff with feedback or any other options as the Committee deems appropriate.

Attachments

- Petition to Transit Partners Committee and Email to Staff.

4B. COVID-19 Response Update

Staff Resource: Brian Litchfield, Director
Henry DePietro, Assistant Director
Nick Pittman, Transit Planning Manager
Travis Parker, Operations Manager
Katy Fontaine, Transit Development Manager
Mark Lowry, Transit Safety Officer

Transit staff have provided detailed updates to the Transit Partners Committee on our COVID-19 response efforts since the start of the pandemic. Our response period is now nearing almost 800 days. The following is a summary of some of the steps we have taken recently, along with a brief summary of previous steps for new committee members – noting that our COVID response is ever evolving as we work to keep Team Members and customers as safe as possible. The Transit COVID Response Team continues to meet weekly and includes:

- Henry DePietro – Assistant Director
- Katy Fontaine – Transit Development Manager
- Nick Pittman – Transit Planning Manager
- Travis Parker – Operations Manager
- Peter Aube – Maintenance Manager
- Tammy Morales – HRD Partner
- Jeffrey Sullivan – Community Outreach Manager
- Mark Lowry – Safety Officer, Liaison with Town EOC
- Brian Litchfield – Director

Background

We continue to follow cleaning/sanitizing and safety protocols consistent with industry best practices, OSHA/CDC and from practices recommended by the European Commission to keep our Team Members and customers as safe as possible. We were one of the first transit systems in North Carolina to join the American Public Transportation Association's (APTA) Health and Safety Commitment Program, further demonstrating our commitment to following the best practices for the safety of Team Members and customers during COVID. We also continue to meet with our regional partners and transit systems.

Our priorities continue to be:

- Protecting the safety and well-being of our team members and customers.
- Operating core routes for essential trips to provide access to services like health care, groceries, and providing coverage across the communities we serve for community members who don't have many other options – including coordinating closely with the University to support access to campus and UNC Health.
- Coordinate with Town Emergency Operations Center and regional partners.

Our assumptions include:

- Face coverings or masks will continue to be required.
- Returning to full service will be slow and will continue to happen in phases. COVID impacts may require service adjustments, even as we return services. Impacts on staffing will continue to be difficult to predict and impacts on services may vary.
- Federal emergency relief funding is limited, and our resources could be constrained/impacted as the pandemic continues.
- Changes will happen requiring consistent and frequent communication with our customers and community.

A brief summary of some of our previous and ongoing efforts include:

- Encouraging and supporting (including providing incentives) for vaccinations and boosters – including providing work time, \$400 stipend, and other incentives. Vaccination rate for the department is over 92%.
- Continued messaging about health, wellness, and safety. Continue to cover Team Members' time, for those that are vaccinated, for COVID exposures, illness, and testing.
- Installed UV systems on all buses and EZ Rider vehicles.
- Implemented temperature screening protocols (along with other personal safety protocols) for all employees and visitors utilizing infra-red technology.
- Installed hand sanitizer devices on all buses (two on each bus and one on each EZ Rider vehicle).
- Installed UV system in facility HVAC system, along with enhanced cleaning protocols.
- Enhanced cleaning protocols for all vehicles.
- Installed barriers for Operators on buses and EZ Rider vehicles, along with additional barriers in areas where customers typically stand.
- Partnered with University and Town of Chapel Hill to increase signage on vehicles and at stops related to face coverings.
- Partnered with Town of Chapel Hill to expand the #SpreadKindnessNotIllness to buses (interior and exterior adds in several languages – Spanish, Mandarin Chinese, Karen, and Burmese).
- Installed additional plexiglass throughout high traffic areas of facility such as breakrooms and lounge areas.
- Expanded messaging on social media and buses for all customers related to hygiene information.

Current Update

The Chapel Hill Transit Partners agreed to some temporary service adjustments in September 2021(<https://www.townofchapelhill.org/Home/Components/News/News/17335/1209?selcat=73&arch=1>) due to Operator vacancies. Prior to the winter holidays we started to see an increase in Team Members being out due to illnesses and COVID related protocols. Prior to December we

were generally seeing 2-5 Team Members out per day for COVID protocols and mostly in Team Members that have chosen not to be vaccinated or are unable to be vaccinated. As we moved past the winter holidays, we saw that number increase to 10 and then to over 20 on several days – likely due to the highly contagious Omicron variant, cold/flu illnesses, holiday gatherings and children returning to school – and for the first time we saw a large number of vaccinated Team Members being out due to COVID symptoms, testing and/or confirmed cases. To date almost all of our COVID exposures have occurred outside of the workplace.

On January 10, 2022, due to our high absenteeism rate, related to Team Members being out for COVID protocols and other illnesses, we implemented temporary service reductions on seven (7) routes (<https://www.townofchapelhill.org/government/departments-services/transit/transit-covid-19-update>). No routes were eliminated with the temporary adjustments; however, the adjustments did impact routes that were previously reduced last August. We understand the impacts of these adjustments on our customers and only made these changes to ensure that the trips we could operate were reliable and on-time. Staff developed and shared the following Frequently Asked Questions (FAQs) for these adjustments:

Frequently Asked Questions

The staff and leadership of Chapel Hill Transit know that the reductions to our transit service have been detrimental to many individuals and families in the Chapel Hill and Carrboro communities. Many customers depend on transit service to be on-time and reliable to fulfill their daily responsibilities. We do not take this trust in us or your reliance on us for granted. We've taken some time to answer questions many of you may be asking.

Why have you reduced transit service and why has it been reduced so severely?

- Reducing service is the last thing we want to do, but we are in a position where we, literally, cannot find enough people to sit in an operators' seat. This is a two-fold problem:
- (1) There are not enough operators to go around. From transit to trucking, many organizations are having trouble finding enough qualified people (locally many other employers are also facing similar challenges). Going into the pandemic Chapel Hill Transit had trouble recruiting operators, maintaining just enough operators for all of our services. During the pandemic, through retirements, and team members leaving for various reasons, we lost almost 40 operators, leaving us with about 80 operators.
- (2) With the prevalence of COVID-19, we are encouraging our operators to be extra cautious when they do not feel well or have potentially been exposed. To date we've not experienced COVID exposures at the workplace, but we are experiencing more absenteeism than normal, as many at 25 in a single day as Team Members are out due to COVID protocols or symptoms from illnesses. We have also seen a rise in operators with children who need to be out due to COVID exposures and/or symptoms in their children's classrooms.

What are you doing to recruit more operators?

- We are pursuing every avenue to recruit operators, including pooling our resources with other transit agencies to advertise job positions, expanding our advertising radius, revamping our hiring processes to make applying and training easier, and working with the Town to further increase pay for new and current operators. We have also recommended recruitment and retention incentives and are working to implement these ideas with Town leadership.
- We are doing whatever we can to maintain a safe and enjoyable work environment, including incorporating new technology to keep the facility safe, providing PPE, and events and special treats for our team members.

How long will the temporary service reductions last?

- Chapel Hill Transit instituted two rounds of service reductions, one in September 2021 and another round in January 2022. The second round of temporary service reductions was made because we noticed an increase in the number of operators calling out sick following the winter holidays. We anticipate these being temporary and restoring that service soon, but we are hesitant to make any predictions given the unpredictable nature of the pandemic and the recent spike in cases locally and nationally. The changes made in the first round are more dependent on recruiting and retaining operators.

When the services come back, will they come back all at once or piecemeal?

- Our goal was to provide a reliable schedule so that customers would not be left waiting at bus stops for a bus that was not coming. As the number of average absences decreases, we will begin to reintroduce service, beginning with routes that lost daytime service.

We will continue to track our COVID numbers and as they decrease and stabilize, we will begin to add more trips back, starting with the routes impacted in January. The next priority for us will be the CL, J CW and D routes.

5A. December Performance Report - Ridership

Staff Resource: Matt Cecil

Weekday

Route	21-May	21-Jun	21-Jul	21-Aug	21-Sep	21-Oct	21-Nov	21-Dec	Average
A	2843	2826	2990	5660	8020	5033	5738	2971	4,510
B				2066	3116	2282	2719	1493	2,335
CCX				1622	1593	1772	1594	1731	1,662
CL	6637	7113	7241	12309	14675	11117	10881	7207	9,648
CM	6334	7855	8670	14867	15757	9949	10910	5292	9,954
CW	6272	7242	6918	9988	11255	8048	8946	7355	8,253
D	8351	8226	5142	15608	18675	10212	13835	8686	11,092
F				5652	7842	1584	1522	973	3,515
FCX	18422	23260	21595	52523	52432	43982	41656	26807	35,085
G				2848	4454	1219	1362	887	2,154
HS	4394	5538	4775	8521	16181	2441	2434	1790	5,759
J	23271	24755	24877	52182	60529	41813	39397	23278	36,263
JFX				4150	4917	5758	5902	3685	4,882
N	2405	2552	3861	4660	4734	3568	3020	2992	3,474
NS	35115	38950	39664	69650	85962	56459	58253	34067	52,265
NU				16753	22647	13563	14382	5773	14,624
RU	5209	6403	6426	30386	45992	30514	35520	7133	20,948
S	5054	5421	5949	11783	13139	4051	3969	2229	6,449
T				4934	9313	2516	2156	987	3,981
U	5951	5431	5776	45830	49481	31288	35573	13625	24,119
Safe G				152	176	11	1	N/A	85
Safe J				1125	240	18	8	N/A	348
Safe T				0	660	37	22	N/A	180
Trippers									
Total	153,529	170,327	143,884	373,269	451,790	287,235	299,800	158,961	254,849

Saturday

A	439	328	540	273	570	107	318	262	355
CM	478	453	530	532	600	77	476	290	430
CW	671	720	0	516	702	1124	614	533	610
D	623	612	655	964	1022	248	683	789	700
J	2,080	1,305	2278	2374	2736	1648	1578	1029	1879
N	500	278	115	338	524	0	2048	150	494
NS	1,870	1,394	1590	1970	2452	1935	554	1020	1598
NU				1800	1935	724	4661	665	1957
U	195	301	309	6122	2136	2899	2501	1767	2029
Total	6,856	5,391	6,017	14,889	12,677	8,762	13,433	6,505	9316

Sunday

A	439	236	319	544	414	404	869	476	463
CM	402	194	335	440	338	339	368	366	348
CW	564	447	523	787	571	409	916	867	636
D	567	531	552	1170	432	612	1889	994	843
J	996	1,029	1088	1784	1648	1078	2012	1430	1383
N	294	285	325	320	372	362	649	401	376
NS	1,286	873	672	1829	1195	931	3704	1574	1508
NU				2995	2812	3142	2756	1843	1694
U	624	276	302	3010	3440	2085	2208	2933	1860
Total	5,172	3,871	4,116	12,879	11,222	9,362	15,371	10,884	9110

6A. Operations

Staff Resource: Joe McMiller, Assistant Operations Manager – Fixed Route
 Mark Lowry, Safety Officer
 Mark Rodgers, Assistant Operations Manager - Demand Response
 Peter Aube, Maintenance Manager
 Tim Thorpe, Training Coordinator

Joe McMiller - Fixed Route Division

- Jan 3rd Fixed Route began new service schedule.
- Operators are training on the Electric Buses for integration into the fleet.
- Jan 17th -MLK Jr Day (Sunday Service)
- Continue to respond to winter weather challenges.
- We are continuing to monitor the highly contagious Omicron variant to ensure our Operators are safe.

Mark Rodgers - Demand Response

- Working with the EZRAC Committee to update the online reservations form with the help of Jeffrey Sullivan – Community Outreach Manager
- Sarah Vinas – Director of Affordable Housing and Community Connections will meet with the Committee in February to discuss Language Assistance Program
- Working with the Committee to update the EZRIDER Handbook
- Made changes to the phone system for a better response from the community

Mark Lowry – Safety

- December accident summary.

<u>DIVISION</u>	Dec-20	Dec-21	Year to Date
<u>FIXED ROUTE</u>			
Preventable	1	1	16
Non Preventable		1	15
<u>DEMAND RESPONSE</u>			
Preventable	1	1	2
Non Preventable	0	0	6

MAINTENANCE			
Preventable	0	0	1
Non Preventable	0	0	0
		TOTAL YTD	40

Mark Lowry – Safety

- Demand response ran 27,886 miles in December
- Non-revenue **Gas and Diesel** vehicles ran 9,101 miles in December
- Non-revenue **Electric Cars** ran 10,320 miles in December
- Fixed route ran 133,311 miles December
- Maintenance performed (82) Preventive Maintenance Inspections in December (100% on-time).
- Maintenance performed (5) road calls in December, (26,662.2) miles between road calls for fixed route.
- Maintenance performed (0) road calls in December, (90,709) miles since last road call for demand response.
- Maintenance continued twice daily deep cleaning (disinfecting) on all buses and LTV's in use and twice daily common area deep cleaning with CDC approved disinfectant.
- Maintenance continues charging Electric driver relief cars for service each day.
- Maintenance continues to work with Gillig and Chargepoint and Triangle Electric on charge depot project for current bus order.

Tim Thorpe – Training

- Electric Bus Training
 - 60 Operators trained
 - 6 Supervisors trained
- Retired Supervisor Richard Roberts has returned as a member of the Training Dept. His duties include:
 - Electric Bus instruction
 - Operator Skills evaluation and coaching
 - Trainer Skills evaluation and coaching
- 10 Supervisors have completed Smith System training

Hiring Items

- 169 Fixed Route applications rec'd – 2021
- 81 Demand Response applications rec'd - 2021
- 74 Offers Extended - 2021
- 30 New Hires in 2021
 - 25 still remain @ CHT
 - 5 completed training since 12/1/21
- Two (2) Fixed Route trainees began Jan. 3rd
- Next training class – Jan. 31
- 9 Operator prospects currently in the hiring cue

Wellness Items

- Weekly wellness messages sent to all of Transit
- Oatmeal Bar & info dissemination – Dec. 22nd
- Wellness @ Work Lunch & Learns programming is promoted regularly
- Music Trivia Game (Covid Friendly) – Jan. 21st

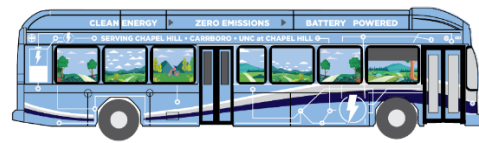
6B. Community Outreach

Staff Resource: Jeffrey Sullivan, Community Outreach Manager

- Coordinated winter festivities for employees, including
 - a holiday gift (CHT sweater),
 - Sweets Day (partnering with operations), and
 - make your own oatmeal bar (partnering with Tim Thorpe).



- Worked with vendor on implementing design for electric buses.



- Communications around service reductions
 - updates to route brochures
 - updates to websites.

N ROUTE / WEEKDAYS										
Transit Facility	Eden Park Apartments	N Columbia St at W Franklin St	Pittsboro St at Credit Union	South Rd at Faison Ctr	Friday Ctr at Park-and-Ride Skyway	W Barber Chapel Rd at Rector's Tower	South Rd at Student Stores	N Columbia at Stonewall St	Eden Park Apartments	Transit Facility
0	1	2	3	4	5	6	7	8	1	0
6:15 AM	6:30 AM	6:40 AM	6:45 AM	6:50 AM	7:00 AM	7:03 AM	7:13 AM	7:18 AM	7:29 AM	--
--	7:30 AM	7:40 AM	7:45 AM	7:50 AM	8:00 AM	8:03 AM	8:13 AM	8:18 AM	8:29 AM	--
--	8:30 AM	8:40 AM	8:45 AM	8:50 AM	9:00 AM	9:03 AM	9:13 AM	9:18 AM	9:29 AM	--
--	9:30 AM	9:40 AM	9:45 AM	9:50 AM	10:00 AM	10:03 AM	10:13 AM	10:18 AM	10:29 AM	--
--	10:30 AM	10:40 AM	10:45 AM	10:50 AM	11:00 AM	11:03 AM	11:13 AM	11:18 AM	11:29 AM	11:44 AM
--	11:30 AM	11:40 AM	11:45 AM	11:50 AM	12:00 PM	12:03 PM	12:13 PM	12:18 PM	12:29 PM	--
--	12:30 PM	12:40 PM	12:45 PM	12:50 PM	1:00 PM	1:03 PM	1:13 PM	1:18 PM	1:29 PM	--
--	1:30 PM	1:40 PM	1:45 PM	1:50 PM	2:00 PM	2:03 PM	2:13 PM	2:18 PM	2:29 PM	--
2:15 PM	2:30 PM	2:40 PM	2:45 PM	2:50 PM	3:00 PM	3:03 PM	3:13 PM	3:18 PM	3:29 PM	--
--	3:30 PM	3:40 PM	3:45 PM	3:50 PM	4:00 PM	4:03 PM	4:13 PM	4:18 PM	4:29 PM	--
--	4:30 PM	4:40 PM	4:45 PM	4:50 PM	5:00 PM	5:03 PM	5:13 PM	5:18 PM	5:29 PM	--
--	5:30 PM	5:40 PM	5:45 PM	5:50 PM	6:00 PM	6:03 PM	6:13 PM	6:18 PM	6:29 PM	--
--	6:30 PM	6:40 PM	6:45 PM	6:50 PM	7:00 PM	7:03 PM	7:13 PM	7:18 PM	7:29 PM	7:44 PM
--	7:50 PM	7:40 PM	7:45 PM	7:50 PM	8:00 PM	8:03 PM	8:13 PM	8:18 PM	8:29 PM	8:44 PM

- Holiday service change communications
 - Winter Holidays – public community around service changes and planning for internal celebrations
 - Martin Luther King Jr. Day

6C. Director

Staff Resource: Brian Litchfield, Transit Director

- The January Director's report will be provided at the January 25, 2022 Partners Committee Meeting.