

SCR TTC PLANNING COMMITTEE'S

HYBRID SUBCOMMITTEE MEETING MINUTES

Date/Time: March 25, 2011 @ 10 a.m. Pacific

Location: TELECONFERENCE - For Conference Call In:
Dial: 218-936-7999 Enter Conf ID: 690-1936#

MEMBERS

ATTENDEES:

Steve Tomory, Rio Hondo College, Chair
Allen Pierce, Norwalk Transit System, Vice-Chair
Nina Babiarz, SCR TTC
Darryl Desjarlais, New Flyer of America
Gordon Kushnir, New Flyer of America
Dana La Roche, Long Beach Transit
Cal Macy, Long Beach City College
Dave Stumpo, SCR TTC

Others Present: Janet Welde, Norwalk Transit System, Note taker

1. **OPENING** – Meeting was opened by Tomory, at 10:12 am with brief introductions of attendees. The purpose of this meeting is to discuss the recent Beta Test class and provide comments and feedback before the T3 session to be held the week of April 4th at Long Beach Transit.

2. **CURRENT ACTIVITIES** –

Conference Call on March 24, 2011

Babiarz gave a brief overview of the conference call between Babiarz, Stumpo, and New Flyer. One of the primary concerns was to get the Safety and Basic Familiarization class down to one eight (8) hour day. Some suggestions by the transit agencies **and colleges** was to back out the steam cleaning process, fix the grammar and the look & feel of the PowerPoint presentation and minimize the downtime on the set-up. Another suggestion to help cut time and address safety issues was to possibly have the vehicle parked near a location where the participants can go up on a rail or mezzanine and point out the components with a laser point, or reference some photos of the components up close or a video can be made to outline the system, sub-systems and the structure of the roof. The consensus is to explore the possibility of making a video.

Prototype Video

During the Beta Test class, Long Beach shot a prototype video with the help of New Flyer after hours. La Roche was asked if Long Beach is willing to let the consortium use the video to produce a professional version and to use it



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for the Train the Trainer. La Roche said he will get back to Subcommittee via email during the week early week of March 28th.

Possible funding for producing a video

Babiarz is waiting for a callback from Jannet Malig to inquire about the possibility of shooting a video. Tomory mentioned that producing video can be done relatively inexpensive \$1200-\$1300 and that the consortium can use Cal State Long Beach Media dept. as a possible resource. Desjarlais mentioned that New Flyer will contribute Kushnir's time. Stumpo mentioned having the Consortium contribute a portion of funds under the development of preventative maintenance. Pierce said Norwalk's facility can be used as an additional resource to shot video since the facility has a fall arrest system that can have two people on the roof of the bus at one time.

PowerPoint Presentation

Babiarz provided feedback on the PowerPoint presentation. Some of the information she received back was the font was too small and the slides were too busy. Kushiner said slides have been updated. There was some discussion on how the instructor should present the material. Kushnir said the use of the PowerPoint slides and having the attendees reference the New Flyer service manual which is available electronically would be ideal.

- 3. IMMEDIATE ACTIVITIES** – Tomory to send Save the date notice for T3 session. This session will need to have a minimum of five (5) participants with a maximum of twelve (12). If there is less than 5 training session will be cancelled and rescheduled at a later date.

NEXT MEETING - Next subcommittee meeting will be via phone conference on April 12, 2011 in conjunction with the Planning committee meeting.

MEETING MINUTES – Tomory to contact Welde (NTS) for copy of minutes for today's teleconference meeting

ADJOURNMENT There being no further business to come before the meeting, the meeting was adjourned at 11:37am Pacific Standard Time.