

# Public Notifications

November 2019



# Table of Contents

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<b>DDOT By the Numbers</b> .....	3
<b>Local Advisory Council</b> .....	4
Council's Objectives .....	4
LAC Membership List .....	5
Volunteering .....	5
Upcoming Meeting .....	5
LAC Bylaws .....	6
LAC Meeting Minutes .....	9
<b>DDOT Fares</b> .....	11
Regional Passes .....	11
DDOT Passes .....	11
Reduced Fare Passes .....	11



# DDOT By the Numbers



## October 2019

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### 73%

Weekday on-time performance

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### 97.05%

AM pull out time percentage  
for buses in the city

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### 95.17%

PM pull out time percentage  
for buses in the city

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### 2,253,200

Total riders in September

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### 0.56%

Percent of runs with incidents (monthly)



# Local Advisory Council



## Council's Objectives

The purpose of the Local Advisory Council (LAC) is to serve as the foundation for assessing, planning and strengthening public transportation services in the community and to provide recommendations and input to local public transportation providers and other governing entities.

There are a few things every LAC must have:

- Every transit system in Michigan must have an LAC.
- At least half of the LAC must be people representing seniors and people with disabilities.
- It must meet at least once a year.
- It must review and comment on the transit system's accessibility plan.



# LAC Membership List

<b>District One</b>	Andre Bryant
<b>District Two</b>	Celia Collins
<b>District Three</b>	James Jones
<b>District Four</b>	Karen Knox
<b>District Five</b>	Sabrina Simmons
<b>District Six</b>	Yvonne Roundtree
<b>District Seven</b>	Fayne Chennault
<b>DAAA</b>	Tamara Perrin and Anita Owen

## Volunteering

The Local Advisory Council is an appointed board, there are no volunteering opportunities available.

## Upcoming Meeting

**Wednesday, February 19, 2020**  
Detroit Department of Transportation  
1301 East Warren Avenue  
Room 107  
Detroit, MI 48207  
10 a.m.

For more information, email  
**[DDOT\\_ADA@detroitmi.gov](mailto:DDOT_ADA@detroitmi.gov)**  
or call **(313) 833-3655**.



## ARTICLE I: NAME AND OFFICES

**Section 1.1: Name.** The official name of the LAC is the “Detroit Department of Transportation Local Advisory Council.”

**Section 1.2: Offices.** The principle offices of the LAC are located at the DDOT departmental headquarters, 1301 East Warren Avenue, Detroit, Michigan 48207.

**Section 1.3: Definitions.** For the purpose of these Bylaws, the following terms have the meaning provided herein:

- A. “Older Adults” means persons who are sixty-five (65) years of age or older.
- B. “Persons with Disabilities” means persons who have disabilities, as set forth in Michigan Administrative Code R. 247.4101(m).
- C. “Mayor” means the Mayor of the City of Detroit.
- D. “City Council” means the City Council of the City of Detroit.

E. “Detroit Area Agency on Aging” means the designated area agency on aging for the City of Detroit.

## ARTICLE II: AUTHORITY

**Section 2.1: Purpose.** The purpose of the DDOT LAC is:

- A. To review and comment upon DDOT Section 10E plans to provide demand actuated services for Older Adults and Persons with Disabilities prior to DDOT’s submission of such plans for approval by the Michigan Department of Transportation (“MDOT”).
- B. To review and comment upon DDOT’s Americans with Disabilities Act accessibility plan and related documents.
- C. To review and advise DDOT on proposed changes to policies that pertain to or otherwise affect Older Adults and Persons with Disabilities prior to their adoption by DDOT.

D. To advise DDOT on the impact of proposed changes to service levels and fares on Older Adults and Persons with Disabilities.

E. To advise DDOT on transit related issues that may pertain to or otherwise affect Older Adults and Persons with Disabilities.

**Section 2.2: Authority.** The LAC is authorized to perform activities necessary to serve its purpose, as stated herein.

## ARTICLE III: MEMBERSHIP AND APPOINTMENT

**Section 3.1: Composition.** The LAC shall be composed of nine (9) Members, with at least one (1) Member being a resident of each of the seven (7) City Council Districts and two (2) at large Members, who shall represent the Detroit Area Agency on Aging. No fewer than half of the LAC membership must be composed of Older Adults and Persons with Disabilities. The remainder of the LAC membership must represent social services organizations or

governmental agencies that serve Older Adults and Persons with Disabilities.

**Section 3.2: Appointment.** Members are appointed by the DDOT Director, with the concurrence of the Mayor. The LAC may recommend prospective Members for consideration by the DDOT Director for possible appointment.

**Section 3.3: Terms.** Appointments are for a term of four (4) years. No Member may be appointed for more than two (2) consecutive complete terms. Members’ terms shall be staggered, such that approximately half of the membership is appointed every two (2) years.

**Section 3.4: Removal.** A Member may be removed from the LAC by either the DDOT Director or the Executive Committee for cause. A Member’s unexcused absence from any two (2) consecutive LAC meetings can constitute cause for removal.



**Section 3.5: Vacancies.** Any vacancy on the LAC is filled by appointment of new Member in accordance with the procedures set forth in Section 3.2 herein, who will serve for the remainder of the unexpired term of the vacant position. For the purposes of term limits, appointment to fill a vacancy for an unexpired term of two (2) years or less do not constitute a complete term.

**Section 3.6.** Compensation. As reasonable compensation for their costs associated with serving on the LAC, including costs for transportation to attend LAC meetings, Members may receive one (1) DDOT monthly ridership pass corresponding with each month of their LAC service.

## ARTICLE IV: OFFICERS AND COMMITTEES

**Section 4.1: Officers.** The Officers of the LAC consist of a Chairperson, a Vice-Chairperson, and a Secretary, each of whom must be a Member of the LAC. No single Member may serve in more than any one Officer position at any given time.

**Section 4.2. Term of Office.** The term of office for each of the Chairperson, Vice-Chairperson, and Secretary is two (2) years. A Member may serve in any given Office for no more than two (2) consecutive terms.

**Section 4.3: Election.** The Chairperson, Vice-Chairperson, and Secretary will each be elected by the Members during the first LAC meeting following each biennial appointment of new Members. Each Member shall be entitled to one (1) vote for each of the Chairperson, Vice-Chairperson, and Secretary, and all voting must be conducted by secret ballot. During the election, the Members will first elect the Chairperson, who shall be the Member receiving the highest number of votes cast. Upon election of the Chairperson, the Members shall elect the Vice-Chairperson, who shall be the Member, other than the Chairperson, receiving the highest number of votes cast. Upon election of the Vice-Chairperson, the Members shall elect the Secretary, who shall be the Member, other than the Chairperson or Vice-Chairperson, receiving the highest number of votes

cast. If multiple Members each receive the highest number of votes for any given Officer position, a run-off election amongst only those Members having received the highest number of votes will be held.

**Section 4.4: Duties.** The duties of the Officers are:

The Chairperson is responsible for:

- Setting the schedule for LAC meetings;
- Establishing the agenda for each LAC meeting, upon consultation with the Vice-Chairperson;
- Chairing each LAC meeting;
- Appointing Members to LAC committees;
- Serving as liaison between the LAC and DDOT; and
- Representing the LAC at events and activities.

The Vice-Chairperson is responsible for:

- Consulting with the Chairperson on LAC meeting agendas; and
- Discharging the duties of the Chairperson in the event of the Chairperson's absence or inability to discharge its duties.

The Secretary is responsible for:

- Taking minutes of LAC meetings;
- Maintaining the official attendance record of Members at LAC meetings; and
- Maintaining documents, correspondence, and other records of the LAC.

### **Section 4.5: Executive Committee.**

The Executive Committee is composed of the Chairperson, the Vice-Chairperson, and one (1) at-large Member. The at-large Member is appointed to the Executive Committee by the Chairperson. The purpose of the Executive Committee is to oversee the management of the LAC and to make recommendations to the LAC membership regarding issues within its authority.



**Section 4.6: Ad Hoc Committees.** The Chairperson may at its discretion establish an ad hoc committee to study a specific issue pertinent to the purpose of the LAC and provide recommendations regarding that issue to the LAC membership. In establishing an ad hoc committee, the Chairperson shall identify (A) the purpose and goals of the committee, (B) the Members who are appointed to the committee, and (C) the period during which the committee is authorized to perform its goals and provide its recommendations.

**Section 4.7: Staff.** Upon request by the Chairperson and approval by the DDOT Director, the LAC may utilize staff assistance of DDOT personnel to the extent that may be necessary to execute activities within its authority.

## ARTICLE V: MEETINGS

**Section 5.1: Meetings.** The LAC must hold no fewer than four (4) meetings per year on a quarterly basis. Up to three (3) of these meetings may be held at the LAC's principal offices. At least one (1) meeting each year must be held at a location in the City to be determined by

the Chairperson and to be rotated among the City Council districts.

**Section 5.2: Quorum.** A quorum of Members is required for the conduct of business at meetings. A quorum must consist of no fewer than five (5) Members then serving.

**Section 5.3: Voting.** Unless otherwise stated herein, actions taken by the LAC are subject to approval by vote of the Members. Proposed actions may be approved only with the support of a majority of the Members present, but in no case fewer than four (4) Members.

**Section 5.4: Recommendations to DDOT.** In order to submit a formal recommendation to DDOT, the LAC shall adhere to the following procedure:

- A. The LAC shall approve submission of a proposed recommendation to the DDOT Director and Deputy Director
- B. As part of its submission, the LAC shall request DDOT to comment upon such proposed recommendation prior to the LAC's next meeting.

C. The LAC shall consider DDOT's comments in any action to approve its proposed recommendation or a modification of its proposed recommendation.

D. Upon approval of a formal recommendation, the LAC shall submit such recommendation to the DDOT Director and Deputy Director.

**Section 5.5: Minutes.** The LAC must keep minutes of its actions and other proceedings at its meetings, and upon approval by the LAC at the subsequent meeting, shall cause such minutes to be distributed to the Mayor and the City Council.

## ARTICLE VI: AMENDMENTS

**Section 6.1: Amendments.** These bylaws, and any Amendments hereto, may be approved only by the affirmative vote of a majority of all LAC Members then serving. Every amendment must identify the specific existing or new sections of these Bylaws that are subject to revision or inclusion by the amendment. Upon approval of an

amendment, the LAC shall cause such amendment to be distributed to the DDOT Director and Deputy Director.

**Section 6.2: Severability.** These bylaws and all amendments hereto are subject to Michigan Public Act 51 of 1951, the ordinances of the City of Detroit, among other state and local laws, regulations, and orders. If any article, section, or other provision of these bylaws, as amended, if found by an appropriate authority to be in violation of such applicable law or otherwise invalid, such provision shall be severed from these bylaws, the remainder of which shall continue in effect and shall be construed so as to enable the LAC to achieve its purpose as stated herein.

Originally Adopted: September 2015  
Revised: September 2015





# LAC Meeting Minutes

**DATE:**

Tuesday, August 20, 2019

## LAC MEMBER ATTENDANCE

- District One - Andre Bryant - Excused
- District Two - Celia Collins - Present
- District Three - James Jones - Absent
- District Four - Karen Knox - Excused
- District Five - Sabrina Simmons - Excused
- District Six - Yvonne Roundtree - Present
- District Seven - Fayne Chennault - Absent
- DAAA - Tamara Perrin - Present
- DAAA - Anita Owen - Present

## CALL TO ORDER

Yvonne Roundtree, Chairperson, 10:01 a.m.

The chair noted that a Quorum of members were not present. Consequent the minutes of the May 21st meeting were not approved. New and old business on the Agenda were discussed as part of other discussion items, but not acted upon.

## OPENING REMARKS/ CHAIRPERSON'S REPORT

Ms. Roundtree outlined important changes taken by DDOT. She cited the benefit of the fixed line fare changes, the construction problems effecting

MetroLift rides, and the need for riders to manage calls to MetroLift better; such as calling early in the morning.

## APPROVAL OF THE NOVEMBER 20, 2018 MINUTES

Minutes not approved since there was no quorum.

## DDOT ADMINISTRATIVE REPORTS

### Interim Director's Report - Angelica Jones

No Report

### Transit Police Report - Ricky Brown

Discussed the transit police role at the transit centers, buses and on the QLINE and People Mover. He cited how tickets were being issued for drinking, marijuana and inappropriate behavior.

### General Manager - Administration Duane Yuelle

Natalie Moore gave an update on the New Freedom Program. Stated new application ceased as of June 21st. There are Individual renewal issues that she will explore. The program will end

December, 2020. OTP is over 90%. She diverted MetroLift information to Simone Lowe.

### General Manager of Vehicle Maintenance -

#### Larry Luckett /Mike Dawley

Mike Dawley asked if there were any maintenance questions. Clyde Hughes asked how many articulate buses the system have in operation. 12. He discussed acquiring electric buses and the new buses that are being acquired.

### General Manager of Operations - Andre Mallet

No Report

### Customer Service Manager - Pam King/Earline

Discussed the new complaint procedure and need for complainants to provide the right information to process the complaints.

### Marketing Manager - Jennifer Frye/Ayobami Torrence

Discussed the new Community Meeting schedule, the removal of the reduced

fare \$1 fee to be effective mid-September; the hearing dates for the November service changes and other outreach activities such as Senior Day on September 13th.

### Grants Administrator - Deanna Donohoe

Gave an update on the Specialized Service Grant-three providers are providing service. One contract is pending. House Bill 4246 wants to cut Specialized Service funding by 70%. RTA is developing a Coordinated Human Services Transportation Plan which DDOT will participate in.

### General Manager of MetroLift - Marty Moore/Simone Lowe

Simone stated the MetroLift call center will be closed September 1 and 2. She reviewed her presentation given on May 21st on Driver's training, calls and the possibility of booking rides by email, or having the center call you back if desired. Simone also answered all questions posed by the audience, most being individual concerns and situations.



# LAC Meeting Minutes

**DATE:**

Tuesday, August 20, 2019

## Scheduling and Service Department - Mikki Taylor

November service changes were presented. New route 26-Junction/McGraw, New weekend service on 11 Clairmount between Livernois and Oakland. New bus stop signs are coming soon. Mikki had an example to show. Four new bus shelters will be put in service. Questions about old signs from old routes was discussed.

## ADA Coordinator - Don Lozen

Discussed the role of paratransit as part of the overall public transportation system. He reviewed the MOU and conditional eligibility in detail. There was a discussion about the rider's responsibility to riding both fixed line and paratransit. A long discussion was held to clarify the direction of DDOT's paratransit system and the need for all who can, to ride the fixed line buses.

## Old Business:

No old business was discussed.

## New Business:

No new business was discussed.

## PUBLIC COMMENTS:

Comment that were made include:

Marguerite Maddox cited two incidents were drivers failed to be safe in picking up wheelchair riders. Don Lozen will address.

Mary Saunders made many suggestion on how to reorganize MetroLift to make it more efficient and user friendly. No follow up required.

Darryl Rice wanted to know about being compensated for being picked up late. He has waited over 30 minutes on hold to cancel a trip. He wants to know if there is a better way to address this problem. Simone Lowe stated there is a plan to compensate late pick up. Email scheduling, and call back phone options are being reviewed. Simone will keep everyone updated.

Alice Landino wanted to know if the LAC Meeting is being transcribed. She wanted to know if the 933-1300 number is working. She stated the new annunciator trials were received well. Don Lozen stated there are minuted for

every LAC meeting. The 933-1300 is working as designed, and the annunciator system is being updated

## OTHER

No other comments were made.

## ADJOURNMENT

The meeting was adjourned at 12:08 p.m. by the chair.

Respectfully submitted,  
Donald C. Lozen  
Regulatory Compliance Officer-ADA  
DDOT



# DDOT Fares



## Regional Passes

The Dart Passes allow unlimited rides on DDOT and SMART buses and the QLINE streetcar.

	Full	Reduced*
4-Hour Dart Pass	\$2	\$0.50
24-Hour Dart Pass	\$5	\$2
7-Day Dart Pass	\$22	\$10
31-Day Dart Pass	\$70	\$29

## DDOT Passes

The DDOT Passes allow unlimited rides on DDOT buses.

	Full	Reduced*
7-Day DDOT Pass	\$17	\$8
31-Day DDOT Pass	\$50	\$17

### DDOT Student ID Card

Applies to students in grades 9-12 who do not have a school-issued ID.

**\$2**

