Capital Metropolitan Transportation Authority  
Public Safety Advisory Committee (PSAC)  
Friday, June 23, 2023.  
11:30AM  
Virtual Presentation  

CapMetro Employees: Jeremy Benoit, Peter Breton, Kevin Conlan, Darryl Jamail, Nina Loehr, Edna Parra, Eric Robins, Brian Robinson, Yvonne Wilson, Holy Winge.  
Committee Members: Stephen Foster, Kathryn Kalinowski, Brent Payne, Adam Powell, Christian Shelmire, Lauren Taylor, Leslie York.  

Meeting called to order 11:35AM  

Welcome / Introductions / Call to Order  
Interim Chair Foster  

Officer Elections (Committee Members)  
Peter Breton, Community Engagement Coordinator  

Adam Powell nominates Stephen Foster for the position of Chair, and he accepts.  
Stephen Foster is elected as Chair unanimously.  

Stephen Foster nominates Lauren Taylor for the position of Vice-Chair, and he accepts.  
Lauren Taylor is elected as Vice-Chair unanimously.  

Initial FY2024 Budget Review  
Kevin Conlan, Deputy CFO  

Kevin Conlan overviews the initial budget for FY2024, including investments in a Demand Response operations and maintenance facility, electric bus purchases, and Project Connect projects.  

Leslie York asks about how the electric bus purchasing will work. Kevin Conlan says CapMetro is buying vehicles as replacements for decommissioned diesel buses, and so the electric buses will come in staggered.  

Leslie York asks how CapMetro will charge the buses, and Kevin Conlan explains that there will be charging on-route as well as at various CapMetro facilities.  

Adam Powell asks about how raises are calculated. Kevin Conlan says that historically, CapMetro has extended 3% cost of living adjustments to all their employees, along with performance-based raises; however, last year, the adjustment was 5%. He adds that CapMetro is currently performing a salary study for individual positions as well as an overall assessment of the current positions.  

Adam Powell asks when requesting new positions is allowed, and Kevin Conlan explains that most requests are budget-timed, but some are ad-hoc.  

Stephen Foster asks about the infrastructure investment for non-bus vehicles. Kevin Conlan explains CapMetro is starting to explore electric vehicles for paratransit and non-revenue fleet needs.  

Community Intervention Program Update  
Holly Winge, Community Intervention Specialist II
Holly Winge updates the committee on the Community Intervention Program, including introducing a new team member, key performance indicators, and new developments.

Kathryn Kalinowski mentions that she's heard lots of positive feedback about CapMetro's work in public safety, especially around Community Intervention Specialists and Public Safety Ambassadors.

Transit Police Update
Eric Robins, Chief Administrator

Eric Robins updates the committee on key developments of the transit police department, such as Interlocal Agreements/Memorandums of Understanding, facilities projects, and staffing.

Advisory Committee Updates
Peter Breton, Community Engagement Coordinator

Peter Breton outlines the work CapMetro staff will take to support the advisory committees and formalize procedures within the committees during the July recess. That includes public communications, time-keeping, and other systems.

Approval of the minutes – Motion to approve Stephen Foster / 2nd by Lauren Taylor – passes unanimously.

Meeting adjourned at 12:33PM