



TRANSIT DIVISION / Administration

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MEMORANDUM

To: Susan Friend, Director
Accounting Division

From: Chris Walton, Department Director
Transportation Department

A handwritten signature in red ink that reads "Chris Walton".

Date: August 22, 2018

Subject: Request for 5 Transit Division Staff to attend 2018 International HASTUS User Group Conference in Montreal Canada October 2, 2018 to October 6, 2018.

Broward County Transit Division (BCT) is requesting that a total of five (5) (BCT) employees (Trevia Taylor, Superintendent of Scheduling, Jared Fried, Scheduler, Paul Strobis Sr., Scheduler, Monique Cheatham, Superintendent of Operations and Arun Kalavakolanu, Information Systems Supervisor) be permitted to travel to Montreal, Canada, Oct 2nd to October 6th, 2018.

HASTUS is a software product used by BCT's Transit Schedulers and Bus Operations staff for scheduling, operator work selection, bus operations management and timekeeping. This software is used by dozens of other transit agencies across the U.S. BCT has used various versions of HASTUS to develop schedules for bus service since 2001. The schedules define the planned activities of each vehicle and employee throughout the service day. Over the years, BCT has continued to invest in its scheduling process and technology to improve operating efficiencies. In addition to upgrading the current version of HASTUS for scheduling, BCT is planning on acquiring additional HASTUS modules to improve shift bidding and bus dispatching for the Bus Operations section.

The 14th International HASTUS User Group conference (October 3-5, 2018) provides a variety of learning and networking opportunities including dozens of workshops, training sessions, case studies, presentations and roundtables with HASTUS solutions experts and users from around the world. Topics cover GIRO's public transportation software solutions for data analysis, planning, timekeeping, and most importantly scheduling. Presenters from leading transit organizations will be on hand to share valuable insights from hands-on experience with the HASTUS software. Schedules drive the largest percentage of any transit systems operating budget, so it is critical to have staff who are well-trained and continue to be trained on the latest updates and developments in the scheduling software. BCT's scheduling staff who have attended this User Group in the past returned to implement changes that immediately produced efficiencies. BCT is in pre-production to acquire a new module from HASTUS that is specific to timekeeping and attendance. The experience BCT staff will gain from training on these modules and talking to current users will prove immeasurable as we move toward implementation for both.

The cost of registration for BCT's staff to attend the HASTUS training (\$645 per person including daily continental breakfast, lunch and dinner Thursday night) and hotel accommodations (Hotel Omni Mont-Royal at \$250 per night) are included in the County's Software Maintenance agreement with GIRO as days of training allowance and do not require any additional disbursement of funds. The only costs to the County include per diem, roundtrip airfare and transportation to and from the hotel which is estimated at \$1,090 per person. The total estimated travel cost to the County is \$5,450.