

# Transportation committee

## Meeting minutes

**Date:** June 16, 2017

**Present:** Ludovic Chikli, COO, LFS  
Fabrice Fröhlig, Support Services Manager, LFS (reporting)  
James Qu, Bus Manager, Eurocampus  
Eric Lanzi, Education Counselor, LFS  
Cynthia Orsa, Primaire Vie Scolaire, LFS  
Robin Saby, Parents Representative, LFS  
Sandrine Dransart, Parents Representative, LFS  
Emilie Lacoste, Parents Representative, LFS  
Julien Bares, Parents Representative, LFS  
Mahsa Imani, Teachers Representative, LFS  
Christine Leang, Teachers Representative, LFS  
Esther Devillers, Students Representative, LFS  
Mathieu Gillin, Students Representative, LFS

Tino Stöveken, Head of Administration, DSS  
Christoph Waldhuber, Vice Head of Corricular Activities (DSS)  
Ms. Weiss, Parents Representative (DSS)  
Ms. Kaiser, Parents Representative (DSS)

Mr. Wang, Team Manager, Donghu Transportation Company  
Mr. Dai, Team Manager, Donghu Transportation Company  
Ms. Zhang, Attendants Supervisor, Donghu Transportation Company

**Absent:** Samuel Jourdan, Head of Secondary, LFS  
Jean-François Lamy, Head of Elementary, LFS

### **Agenda :**

1. Ongoing projects
2. Security updates
3. Trainings
4. 2017-2018 action plan
5. Q&A

### **Development:**

1. **Ongoing projects:**

## ONGOING PROJECTS:



Bus monitoring app validated and to **go live** at the beginning of the 2017-2018 school year.



## REMINDER ABOUT THE APP:

**Purpose:** testing a monitoring system working with a common phone app, shared by administrators and users.

Main areas of concern:	Improvements offered by the system:
Vehicle tracking (routes, times, speed)	Real-time speed, delay, routes
Students monitoring	Real-time position on the line
Check-in/check-out process	Up to date lists of who in on the bus, and kind spotting of possible « freeloaders »
Anticipation of arrival times	Easier and precise pick-up times
Direct communication with parents (about traffic conditions, technical problems, etc.)	Improved answer given to parents by the school
Data base (students addresses, occupancy rates, etc.)	Improvement of bus cost by optimization of bus lines



## BUS MONITORING SYSTEM INDICATIVE IMPLEMENTATION TIMELINE:

Bus monitoring implementation action plan

Action	May 17	May 14	May 11	May 20	May 28-Jun 4	Jun 5-8	Jun 12-18	Jun 19-25	Jun 28-Jul 2	Jul 3-9	Jul 16-18	Jul 19-23	Jul 24-29	Jul 31-Aug 6	Aug 7-13	Aug 14-20	Aug 21-on
Sign contracts	█																
Review get in/off processes	█	█															
Test and equip cards (LFS PG)			█	█	█	█	█	█	█	█							
Acquire material				█	█												
Implement software				█	█	█	█	█	█	█							
Train bus managers and admins				█	█	█	█	█	█	█						█	█
Provide final lines and stops (2017-2018)																█	█
Train attendants																	█
Inform parents										█							█
Inform employees										█							█
Inform pupils										█							█
Go Live																	█

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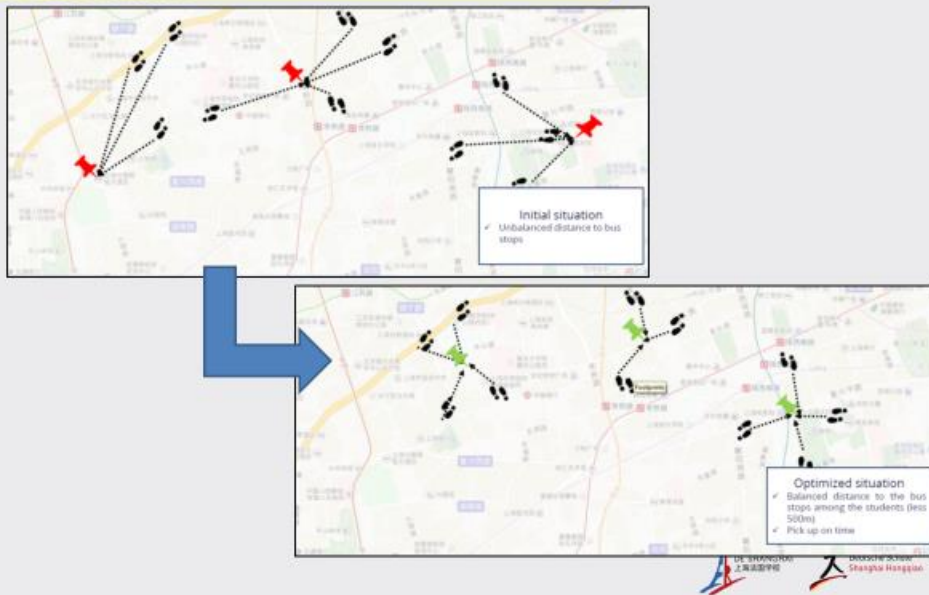
## ONGOING PROJECTS:



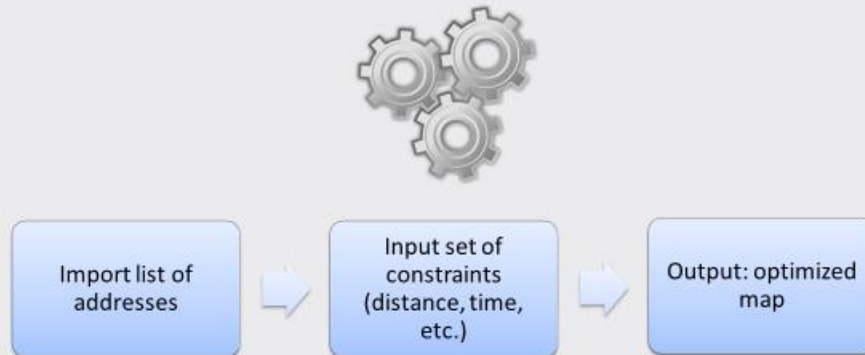
Geoptimization software (under review).



## OVERVIEW OF A GEOOPTIMIZATION SOFTWARE:



## PROCESS:



On these matters, it is noted that Geoconcept will have to comply with the traffic regulations and that the software should take them into account.

A new line for the OIB students will be put in place, as to bring them home, starting from 2017-2018. Regarding the ASC lines, arrangements can be made with ASC.

## 2. Security update:

## SECURITY UPDATES:

	Mar. '17	Apr. '17	May '17	Jun. '17
Light accidents	0	0	0	0
Technical failures	2	0	0	1
Delays (bus arriving after 8:10am)	2	3	0	0



## LONG-TERM ACTION ON SECURITY:

- Increased presence at bus departures.
- Reaction to reports: investigation and corrective action.
- Surprise inspections onboard vehicles (safety belts, cleanliness).
- Trainings (see below).
- Increased discipline: issuance of warnings and one temporary eviction of the bus service.



### 3. Trainings:

## TRAININGS:

Who?	What?	Next step?
Drivers	Monthly meeting and security training	Go on and increase performance assessment
Attendants	Monthly meeting and security training	Go on and increase performance assessment
Pupils	Security training with evacuation drill	Make it general at LFS in Sept. 2017



## MORE ABOUT LFS PUPILS TRAININGS:

Overview:	
4 voluntary test groups in primary	Shorts sequences of 30-40 minutes, including class time and an on-site evacuation drill
The trainings aimed at answering the following needs:	
Need for more day-to-day safety through self-awareness of pupils	Need for increased discipline through education
Need for a better knowledge of evacuation procedures	Need for a better understanding of attendants and drivers jobs



## MOREOVER:



#### 4. 2017-2018 action plan:

### 2017-2018 ACTION PLAN:

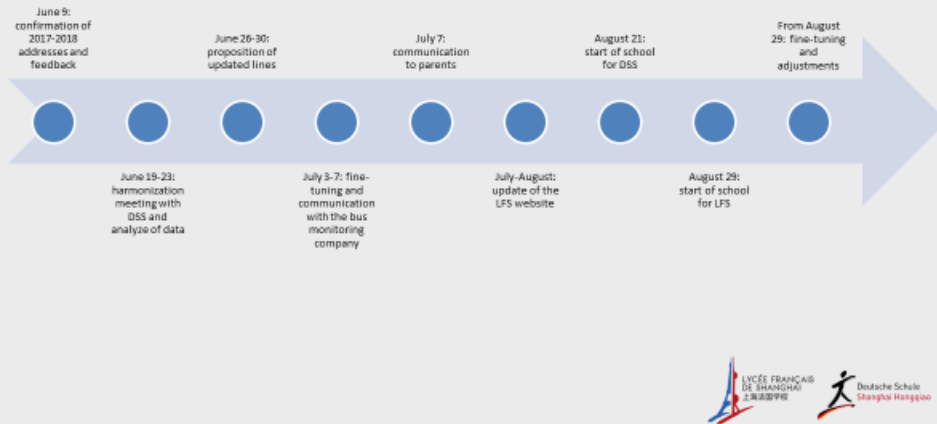
**Goal:**  
gather information from an updated list of addresses in order to adapt the transportation map and propose coherent assembly points

No plan to remove popular existing assembly points, but to adapt the network

Plan to communicate more regularly on the list of assembly points

## 2017-2018 ACTION PLAN:

Preparation of the 2017-2018 start of school, indicative timeline:



## MOREOVER:

Display of rules on TV at LFS Elementary schools.



### 5. Q&A:

- a. "Can the next meeting take place at the middle of Sept. during the first 15 days of operation?"

Fabrice Fröhlig: Noted. We will try to make it that early.



- b. Ms. Devillers: “There seems to be an ongoing problem at the 5:05pm bus, i.e. students continue missing the bus, sometimes. Can we improve that by leaving at 5:07pm, for instance?”**

Fabrice Fröhlig: We are constantly working with the supplier to make sure that buses leave on time. However, the timing is extremely tight for everybody and leaving later may make everybody arrive home later, since getting on the road later means also increasing the risk to be caught in the traffic.

We will nevertheless work with the 1<sup>st</sup> driver, giving the signal to leave.

The next meeting is set for the beginning of the 2017-2018 schoolyear. The date will be confirmed ASAP.