

**DATE:** December 7<sup>th</sup>, 2016  
**TO:** Coordinated Transit Committee (CTC)  
**FROM:** Megan Walker, Assistant Planner  
**RE:** December 14<sup>th</sup>, 2016 CTC Meeting

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The Coordinated Transit Committee will meet **Wednesday December 14th, 2016 at 10:30 am** at the MAPA Offices – Downstairs Training Room. Please enter the building through Metro's front door and follow the signs to the Training Room in the lower level. The agenda item materials are available at the MAPA offices and online at <http://www.mapacog.org/boards-a-committees/58-agendas>.

**AGENDA**

**For CTC Approval**

1. Introductions
2. Meeting Minutes  
The committee will consider approval of the November 16<sup>th</sup>, 2016 CTC meeting minutes. (Action Item) (Attachment)

**For CTC Discussion**

3. 5310 Update  
MAPA staff update the committee on the status of bus applications
4. Agency Spotlights  
Agencies will sign up for spotlights for 2017
5. CTP Overview  
MAPA staff will go over the plan for updates and application improvements
6. Additional Business
7. Next Meeting  
The next CTC meeting will be at 10:30 on January 18. This meeting will be located at the MAPA Downstairs Training Room.
8. Adjourn

Auxiliary aids, language assistance, and services are available when requested in advance, please call the office.  
Si necesita ayuda con traducción, por favor llame la oficina.

## Coordinated Transit Committee Minutes

**Date: Wednesday, December 14, 2016 10:30 a.m.**

**Location: MAPA Offices, Omaha, NE – Board Room**

### **In Attendance:**

#### Chair:

Lisa Picker, Heartland Family Services

#### Vice-Chair:

Ann Grober, City of Council Bluffs

Mark Bulgar, Omaha Association of the Blind

Glen Cook, Veterans VTS

Stacy Dufault, Veterans Hospital

Dan Freshman, City of Ralston

Lori Hansen, Papillion

Karen Jackson, City of Bellevue

Rob Koneck-Wilcox, Eastern Nebraska Community Action Partnership

Bob Matthews, Black Hills Works

Darlene McMartin, Pottawattamie County VA

Daurine Petersen, SWITA

Erin Porterfield, HWS

Traci Shobe, Omaha Public Schools

Randy Stonys, ENHSA

Jenni Thomsen, Nebraska Family Collaborative

Vicki Quaites-Ferris, Empowerment Network

### **MAPA Staff**

Court Barber

Christina Brownell

Megan Walker

### **For CTC Approval**

#### **1. Introductions**

Ms. Picker called the meeting to order at 10:35 a.m. She welcomed the committee and introductions were made.

#### **2. Meeting Minutes**

Ms. Picker introduced the November 11, 2016 minutes and asked if there were any additions, deletions or corrections.

Correction to the language under Item 2. Meeting Minutes, there were no corrections to the October 19, 2016 meeting minutes. Remove, "with corrections noted above".

## Coordinated Transit Committee Minutes

Ms. Ann Grober MOTIONED to approve the November 11, 2016 minutes with the correction noted above.

Mr. Bob Matthews SECONDED.

Motion passed.

### **Discussion Items**

#### **3. 5310 Update**

Mr. Court Barber provided an update to the committee. Mr. Barber stated that at the previous meeting, the committee voted to hold off on the call for projects for FY 2023 until December 2017. This will allow the committee to further discuss the scoring rubric and complete the updated to the Coordinated Transit Plan. Mr. Barber stated that he is following up with FTA-Region 7 for Council Bluffs FY 2016 funding. On the Nebraska side, Mr. Barber stated that MAPA is still waiting for NDOR to finalize contract items for capital purchases. Mr. Barber stated that once MAPA receives its apportionment, they will put a portion of the funding into operations and the remaining amount is sent to FTA and the responsible state agency and they are to put the funds into a grant and contract with the state agency needing the vehicle. Mr. Barber stated that we are close to doing reimbursements for operations funding for 2016. The committee wants to emphasize to the states the negative impact that it has on the agency budgets and opportunity to receive a vehicle when they are not able to expend the funding they have received for that fiscal year. Mr. Freshman asked if the agency can publicly bid. Mr. Barber stated that it must go through the state and FTA will only allow transit agencies to purchase vehicles.

#### **4. Agency Spotlight**

Ms. Walker stated that sign-ups are available for 2017 Agency Spotlights and asked the committee to reach out to sign up for 2017. Agency Spotlights will be allotted 10 minutes for their presentation.

#### **5. Coordinated Transit Plan (CTP) Overview**

Ms. Walker stated that the entire CTP is being updated. The process will begin in December with a review of the timeline and surveys. January and February will continue with surveys and collection of demographic information. March and April will conduct a review of survey results and identify gaps and needs. May and June, will develop goals to meet identified needs and develop strategies for the goals. July will be the review of the final plan, with final approval of the plan in August. Ms. Walker shared that each step of process will involve focus groups. Ms. Picker asked committee members to please be involved in the focus groups as much as possible if they are passionate about any particular subject, for example the scoring rubric. The focus groups will not make final decisions but will bring recommendations to the committee for approval. There will be three focus groups: needs; goals & strategies; 5310 application scoring rubric. Ms. Walker and Ms. Picker stated that they may need to review the timeline again. Ms. Picker stated the importance of attendance at the monthly meetings.

Coordinated Transit Committee Minutes

**6. Additional Business**

Ms. Walker stated that MAPA has established a CTC message board and they are working to get login information to allow better communication amongst committee members.

**7. Next Meeting**

The next meeting will be at 10:30 a.m. on January 18, 2017 in the MAPA Downstairs Training Room.

**8. Adjourn**

Ms. Picker adjourned the meeting at 11:21 a.m.