

**DATE:** December 6<sup>th</sup>, 2017  
**TO:** Coordinated Transit Committee (CTC)  
**FROM:** Megan Walker, Associate Planner  
**RE:** December 13<sup>th</sup>, 2017 CTC Meeting

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The Coordinated Transit Committee will meet **Wednesday December 13<sup>th</sup>, 2017 at 10:30** 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 October 18<sup>th</sup>, 2017 CTC meeting minutes. (Action Item) (Attachment)

**For CTC Discussion**

3. Affirmatively Furthering Fair Housing Presentation  
City of Omaha and MAPA staff will provide an update on the AFFH project that was presented to the CTC over the summer
4. 5310 Update  
Staff will provide an update on the 5310 grant statuses
5. Political Education and Advocacy  
Review of the 1<sup>st</sup> meeting outcomes
6. Additional Business
7. Next Meeting  
The next CTC meeting will be at 10:30 on January 17<sup>th</sup>. 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 traduccion, por favor llame la oficina.

Coordinated Transit Committee Minutes

**Date: Wednesday, October 18, 2017 10:30 a.m.**

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

**In Attendance:**

Chair:

Lisa Picker, Heartland Family Services

Vice-Chair:

Ann Grober, City of Council Bluffs

Mark Bulgar, Omaha Association of the Blind  
Dan Freshman, City of Ralston/City of La Vista  
Lori Hansen, City of Papillion  
Rita Hamele, Crossroads of Western Iowa  
Karen Jackson, City of Bellevue  
Phil Johnson, Black Hills Works  
Rob Koneck-Wilcox, ENCAP  
Bob Matthews, Black Hills Works  
Lee Myers, AARP  
Daurine Petersen, SWITA  
Renee Proksel, Project Search  
Lillian Rush, Friendship Program Inc.  
Dan Stache, Omaha Public Schools  
Rich Surber, Lutheran Family Services

**MAPA Staff**

Court Barber  
Christina Brownell  
Megan Walker  
Travis Halm

**For CTC Approval**

**1. Introductions**

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

**2. Meeting Minutes – Action Item**

Ms. Picker introduced the September 20, 2017 minutes and asked if there were any additions, deletions or corrections.

Mr. Surber MOTIONED to approve the September 20, 2017 minutes.

Mr. Koneck-Wilcox SECONDED.

Motion passed.

### **3. Membership Criteria – Action Item**

Ms. Picker refreshed the committee on current membership criteria in regards to absences. Currently members are allowed an unlimited number of excused absences and 3 unexcused absences in a fiscal year. Ms. Walker reviewed the changes that are being recommended to the committee for approval. Changes include increasing the total voting membership from 21 to 25 (Article II, Section 1-A); allowance of 3 total absences (excused or unexcused) in a fiscal year (Article II, Section 5); and a change to the quorum from 7 voting members to 40% percent of the total voting membership (Article III, Section 3). Staff is still inquiring with legal regarding the Nebraska Open Meetings Act and subject of teleconferencing, the committee and staff would like to allow voting members to have the flexibility to call into the meeting should they have a conflict. A change was made to strengthen existing language to allow a proxy to attend in place of voting members. Ms. Grober clarified that after an agency's fourth absence, they may be removed from membership by a two-thirds vote. Staff and Ms. Picker verified that was accurate and it was noted that a correction should be made to the last sentence in the Bylaws in Article III – Section 5 to reflect that. Mr. Bulgar asked when these policies would be effective, Ms. Picker stated the new Bylaws will not be effective until July 2018.

Ms. Grober MOTIONED to approve the changes listed above for Membership Criteria.

Mr. Bulgar SECONDED.

#### Roll Call Vote:

Mark Bulgar, Omaha Association of the Blind – YES  
Dan Freshman, City of Ralston/City of La Vista – YES  
Ann Grober, City of Council Bluffs – YES  
Lori Hansen, City of Papillion – YES  
Rita Hamele, Crossroads of Western Iowa – YES  
Karen Jackson, City of Bellevue – YES  
Phil Johnson, Black Hills Works – YES  
Rob Koneck-Wilcox, ENCAP – YES  
Lee Myers, AARP – YES  
Daurine Petersen, SWITA – YES  
Lisa Picker, Heartland Family Services – YES  
Lillian Rush, Friendship Program Inc. – YES  
Rich Surber, Lutheran Family Services – YES

Motion passed.

### **Discussion Items**

#### **4. 5310 Update**

Mr. Barber provided an update on the 5310 grant. The grant has been approved for FY 2017 funding and awardees have been contacted. Mr. Barber stated that the apportionment was approximately \$20,000 more than what was anticipated, there was also some funding that was returned from sub-recipients that did not accept their funding. Staff has not made the decision on what to do with that funding. Possibilities include an emergency call for projects for the total amount or only the lapsing funds. Ms. Picker asked if that would be a decision made by the committee or if staff would make the decision. Mr. Barber stated that it could go to the focus group for a decision on what to do with the extra funds. Ms. Jackson asked about re-allocating the funds to projects that were already approved for funding and Mr. Barber stated that was also a possibility.

#### **5. Scoring Committee Subgroup**

Mr. Barber provided an update to the committee on the recommendations from the scoring committee subgroup regarding the scoring of capital projects for 5310 funds. First a list would be created of regional vehicle inventory for anyone that is interested in receiving a vehicle and a short list would be created based on useful life of the vehicle (initial priority would be given based on the condition of the vehicle). Two years before purchasing vehicles, the agencies that are listed as top priority (based on useful life of the vehicle) would then be evaluated for regional significance (ridership provided by the agency, geographic need, service type – medical, home-needs etc., subsidy per passenger). Mr. Barber reviewed the process on how the committee came to their final recommendations. Mr. Myers stated that capital projects are not only the purchase of vehicles. Mr. Barber confirmed that is accurate and stated that our region historically has replaced vehicles with capital funds so that has been the primary focus but they have left room in for other projects, especially new projects. Mr. Barber stated that the overall goal is to spend the money where it will do the most good and serve the most people in the community. Ms. Picker confirmed that the committee would also like for a route utilization rate to be considered. Ms. Walker stated that they could add a temporal aspect to the geographic need.

#### **6. Political Education and Advocacy**

Ms. Walker stated that during the Coordinated Transit Plan update that the committee stated they would like to become more involved as an advocacy group. MAPA cannot lobby but can provide education and access. The subcommittee has more independence and can work together to advocate for para-transit. Ms. Walker recapped, the committee has an interest in sharing ways to get involved in existing legislative and policy initiatives; staying up to date on current issues that are relevant to the committee; form a focus group to determine what issue(s) the CTC would like to advocate for and work together to develop a message.

#### **7. Additional Business**

No additional business was discussed.

Coordinated Transit Committee Minutes

**8. Next Meeting**

The next CTC meeting will be at 10:30 a.m. on November 15, 2017 in the MAPA Downstairs Training Room.

**9. Adjourn**

Ms. Picker adjourned the meeting at 11:28 a.m.