

**DATE:** July 11, 2018  
**TO:** Coordinated Transit Committee (CTC)  
**FROM:** Megan Walker, Associate Planner  
**RE:** July 18<sup>th</sup>, 2018 CTC Meeting

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The Coordinated Transit Committee will meet **Wednesday July 18<sup>th</sup>, 2018 at 10:30** at the MAPA Offices – Board Room. Please enter the building through Metro’s front door. The agenda item materials are available at the MAPA offices. Please note that this meeting will be 90 minutes long to accommodate the extended agenda.

**AGENDA**

**For CTC Approval**

1. Introductions
2. Minutes  
Minutes from the June and July meetings

**For CTC Discussion**

3. 5310 Workshop
4. Additional Business
5. Next Meeting  
The next CTC meeting will be at 10:30 on August 15<sup>th</sup>. This meeting will be located at the MAPA Downstairs Training Room.
6. 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, June 20, 2018 10:30 a.m.**

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

**Voting Members in Attendance:**

Chair:

Lisa Picker, Heartland Family Services

Vice Chair:

Ann Grober, City of Council Bluffs

Ann Erickson, Florence Home for the Aged

Cliff Hall, Friendship Program

Rita Hamele, Crossroads of Western Iowa

Lori Hansen, City of Papillion

Karen Jackson, City of Bellevue

Phil Johnson, Black Hills Works

Rob Koneck-Wilcox, Eastern Nebraska Community Action Partnership

Kelly Shadden, Metro Transit

Randy Stonys, ENHSA

Scott Stopak, Cities of La Vista/Ralston

Rich Surber, Lutheran Family Services

Heather Tomczak, United Way

Vicki Quaites-Ferris, Empowerment Network

Dan Freshman, City of LaVista

Daurine Peterson, SouthWest Iowa Transit Association

**Associate Members in Attendance:**

Robert Blair, UNO Omaha

Shauna Dahlgren, Easter Seals

Lisa McMichael, Ollie Webb Center

Meridith Dillon, City of Omaha

Melanee Peterson, Nebraska Vocational Rehabilitation

Dan Stuche, Omaha Public Schools

**MAPA Staff**

Court Barber

Christina Brownell

Megan Walker

**1. Introductions –**

Ms. Picker called the meeting to order at 10:30 a.m., welcomed the committee, and introductions were made.

**For CTC Approval –**

## Coordinated Transit Committee Minutes

### **2. Meeting Minutes – Action Item**

Ms. Picker introduced the May 16, 2018 Meeting Minutes for approval and asked if there were any additions, deletions or corrections.

Ms. Grober noted that the minutes stated they were approved with the changes and corrections noted, however there were no changes or corrections to the minutes. Ms. Grober also noted that Mr. Johnson made the Second, not Mr. Matthews.

Ms. Grober MOTIONED to approve the May 16, 2018 minutes with the changes and corrections noted above.  
Mr. Surber SECONDED.  
Motion passed.

### **3. Coordinated Transit Committee (CTC) Membership – Action Item**

Ms. Walker presented recommendations to the committee for changes to the voting membership based on meeting attendance records.

Agencies not meeting attendance requirements and recommended for removal from CTC voting membership are:

- City of Omaha Mayor's Commission on Disabilities
- Pottawattamie County Veterans Affairs
- Heartland Workforce Solutions
- AARP

#### Discussion:

Mr. Surber commented that he would like to see Heartland Workforce Solutions remain a voting member. Ms. Picker stated that her recommendation is to remove all of the agencies listed from voting membership as the committee has agreed upon attendance requirements and also stated the importance of consistency and not making exceptions. Mr. Freshman questioned if members that are being removed could be notified first and the committee take action at the next meeting. Ms. Picker again stated that the importance of attendance has been discussed by the committee and it is important to not undermine the requirements that the committee has established. Ms. Quaites-Ferris asked if members can request to join as voting members once they have met the necessary requirements. Ms. Walker confirmed that yes, once an agency meets the attendance requirements and if there are open spots for additional voting members, then that agency can request to become a voting member. Mr. Koneck-Wilcox stated that it is important that voting members are attending regularly to ensure a quorum. Ms. Grober stated that agencies being removed can be added at a later date, should they meet the requirements. Discussion ended.

Ms. Grober MOTIONED to remove all agencies listed above from the CTC voting membership.  
Mr. Koneck-Wilcox SECONDED.

#### Roll Call Vote:

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AYES: Erickson, Freshman, Grober, Hall, Hamele, Hansen, Jackson, Johnson, Koneck-Wilcox, Petersen, Picker, ,  
Quaites-Ferris, Shadden, Stonys

NAYS: Surber

ABSTAIN: None.

Motion passed.

Agencies petitioning for CTC voting membership are:

- Nebraska Vocational Rehabilitation
- Omaha Public Schools

Ms. Grober MOTIONED to add all agencies listed above to the CTC voting membership.

Mr. Surber SECONDED.

Roll Call Vote:

AYES: Erickson, Freshman, Grober, Hall, Hamele, Hansen, Jackson, Johnson, Koneck-Wilcox, Petersen, Picker, ,  
Quaites-Ferris, Shadden, Stonys, Surber

NAYS: None.

ABSTAIN: None.

Motion passed.

#### **4. 5310 Project Selection Guide – Action Item**

Mr. Court Barber presented to the committee the 5310 Project Selection criteria and Program Management Process (PMP) for approval. Kelly Shadden (Metro Transit) asked if there was any consideration to ensure that the organizations that are receiving vehicles through 5310 funding be required to participate in coordination (i.e. give rides). Staff stated that it is not a separate criteria but the selection process will encourage coordination and is considered in the evaluative efforts.

Mr. Lander MOTIONED to approve the 5310 Project Selection Guide.

Ms. Grober SECONDED.

Roll Call Vote:

AYES: Grober, Hall, Hamele, Jackson, Johnson, Koneck-Wilcox, Lander, Picker, Porterfield, Shadden, Stonys,  
Surber

NAYS: None.

ABSTAIN: None.

Motion passed.

#### **For CTC Discussion –**

## Coordinated Transit Committee Minutes

### **5. United Way of the Midlands –**

Ms. Heather Tomzcak, Director, Community Impact - Housing/Safety and Ms. Fratina McCraney, Call Room Supervisor, from United Way of the Midlands presented to the committee on current projects. United Way invest in programs within the community that focuses on poverty, specifically in basic needs, workforce and education programing. Ms. McCraney presented to the committee about the 211 Program, an information referral helpline held at United Way of the Midlands. The main purpose of the 211 Helpline is to assist people in need to the resources to help them with things such as rent, utilities, food, transportation etc. Callers are assisted by a live specialist, 211 has specialist that are bilingual and also provide a language line with over 1,000 languages, and the helpline also now offers text. Current goals include outreach and marketing to better inform the community about these services. The 211 Database holds over 3,000 agencies that can assist the community. All specialist are required to call and follow-up with the people they spoke with to ensure they got the resources they needed and if not, what else can they be assisted with. Ms. McCraney stated there is a high need for transportation assistance but very low resources. 211 is accredited through the Alliance of information Referral Systems.

### **6. 5310 Update –**

Mr. Barber provided an update on 5310 funds. Operation funds are programmed in TrAMS and awaiting FTA approval. The FY-18 capital funds have been flexed to Iowa DOT and NDOT. Mr. Barber stated that vehicles that are being received via FY18 funds are likely 12+ months out.

### **7. Draft Program Management Plan (PMP)–**

Mr. Barber provided an updated on the Draft Program Management Plan. Staff anticipates to bring this document to the committee for approval in July or August. The original document was approved in 2014. The 2018 update includes the new project selection process; explains to the state DOTs and FTA how projects are selected and how the program is maintained.

### **8. Additional Business**

Ms. Picker stated that Metro Community College will create 3 videos for the Education and Advocacy group. The group is seeking clients or caseworkers that can share stories that will make a meaningful impact. The three areas of concentration are Poverty & Isolation; Disability & Access, and Aging & Loss of Mobility.

### **9. Next Meeting**

The next CTC meeting will be held at 10:30 a.m. on July 18th. This meeting will be located in the downstairs Training Room.

### **10. Adjourn**

Ms. Picker adjourned the meeting at 11:20 a.m.