



LOCAL COORDINATING BOARD FOR TRANSIT MEETING MINUTES

Date: May 14, 2015
Time: 1:30 p.m.
205 Park Central East, Suite 212
Springfield, MO 65806

ATTENDEES

Leslie Boughton, Boughton & Associates, LLC	Diane Gallion, City Utilities - Transit
Tim Dygon, Arc of the Ozarks	Jeff Robinson, OATS Inc.
Kathleen Featherstone, DMH/SPRO	Andrew Seiler, MoDOT
Renita Funk, Burrell	Linda Starr, SWI Industrial Solutions

STAFF PRESENT

Joshua Boley, OTO Sara Fields, OTO Natasha Longpine, OTO

1. WELCOME AND INTRODUCTIONS

Introductions were made of everyone in attendance.

2. PUBLIC COMMENT

No public comment was made.

3. APPROVAL OF AGENDA

Kathleen Featherstone made a motion to approve the May 14, 2015 agenda. Tim Dygon seconded. The motion passed unanimously.

4. APPROVAL OF SEPTEMBER 25, 2014 MINUTES

Kathleen Featherstone made a motion to approve the March 12, 2015 minutes. Diane Gallion seconded. The motion passed unanimously.

5. UNFINISHED BUSINESS

a. 5310 Vehicle Delivery Update

Ms. Fields reported that all prior awardees are on schedule for a fall delivery, except NAMI who will be part of the next order. Their 15-passenger van will be available next year.

Information only

b. 5310 Application Update

Ms. Longpine reminded the LCBT that the application deadline is June 1, 2015. Applicants are asked to add 5 percent to the prices on MoDOT's most recent bid list. The applications will be reviewed on June 18, 2015.

Information only

c. 5-Year Implementation Plan Progress (Status of Actions)

Ms. Longpine reviewed the status of Actions from the 2014 Transit Coordination Plan, focusing on those items scheduled for action in 2015. The majority of these are related to media, which was discussed later on the agenda. The remaining items are also those things that can be helped by a media campaign.

Ms. Longpine also briefly touched on those items not completed in 2014. These were generally related to how agencies can share information about each other to clients in need of transportation.

These topics spurred additional discussion following the Media Subcommittee discussion. Arc mentioned they had 80 sites where the OTO transit brochures and other materials would be useful. Both packets and a website would help get information to those who need it.

Information only

6. NEW BUSINESS

a. Transit Marketing Subcommittee Update

Mr. Boley reviewed the initial meeting of the subcommittee. He mentioned they were looking for someone to add an elderly perspective to the group. June Huff with the Southwest Missouri Office on Aging was suggested as a contact.

One topic of discussion with the subcommittee was a PSA on how to find a ride. Another idea mentioned was a one-stop-shop website, something that could even be tied to Let's Go Smart. Otherwise it would need a name and branding and could include training videos, with social media as another outlet.

The next step is to work with a focus group of current users to see what is needed.

The next meeting of the subcommittee is scheduled for June 4 at 10:30 am.

7. OTHER BUSINESS

Other business included a question about the Transit Ambassador program. Diane Gallion clarified that they only ride for free during a training session.

OATS is looking to add VA medical transportation to Mount Vernon, but this has not yet been approved as there could be some cuts to funding. Also from OATS, the open house for their new facility is scheduled for September 18th.

City Utilities will receive an additional \$29,000 from the General Assembly in addition to the \$15,000 they already receive. The new Director, Mr. Kelly Turner, will start on Monday, May 18th.

a. Next meeting June 18, 2015

The next meeting will be held at the OTO office on June 18, 2015 to score the 5310 Applications.
Information only

8. ADJOURNMENT

The meeting was adjourned by a motion and second from Kathleen Featherstone and Linda Starr, respectively.