



LOCAL COORDINATING BOARD FOR TRANSIT MEETING MINUTES

Date: Nov 21, 2013
Time: 1:30 p.m.
1300 East Bradford Parkway
Springfield, MO 65807

ATTENDEES

Kathleen Featherstone, Dept of Mental Health/Sprd	Bill Robinett, MoDOT
Howard Fisk, Fisk Limousines	Jeff Robinson, OATS, Inc
Diane Gallion, CU Transit	Andrew Seiler, MoDOT
Dawne Gardner, City of Springfield	Trent Sims, Community Partnership
Starr Kohler, Southwest MO Office of Aging	Linda Starr, SWI Industrial Solutions
Leslie McCafferty, Burrell	Dan Watts, SMOG

STAFF PRESENT

Sara Fields Curtis Owens

1. WELCOME AND INTRODUCTIONS

Introductions were made of everyone in attendance.

2. PUBLIC COMMENT

No public comments was made

3. APPROVAL OF AGENDA

Linda Starr made a motion to approve the Sept 26, 2013 agenda. Leslie McCafferty seconded. The motion passed unanimously.

4. APPROVAL OF MINUTES

Kathleen Featherstone made a motion to approve the July 25, 2013 meeting notes. Diane Gallion seconded. The motion passed unanimously.

5. UNFINISHED BUSINESS

- a. Sara Fields informed the LCBT that OTO has learned that the 5310 grant program allows for two designated recipients and that MoDOT and CU have both agreed to become a designated recipient. The governor will sign a joint designated recipients for MoDOT and CU Transit to manage separate parts of the program. Language would say that the funding would be split based on the allocation and OTO TIP. Application and solicitation would be made for the projects selection process. A letter would be sent to the designated recipient and FTA with the

percentage breakdown. MoDOT, CU and OTO will need an MOU before accepting any responsibility. CU will do all the required grant activities including reporting for their projects and MoDOT will do all of its grants and reporting. MoDOT would be Vehicles, operating or any other New Freedom other than CU awarded New Freedom. The same responsibilities would be required of CU Transit. OTO will continue to conduct the project selection, write the Transit Coordination Plan, Program Management Plan and federally mandated planning processes. OTO would split the 10 percent administration fee proportionally between MoDOT and CU. OTO will not be precluded from the 10 percent administrative fee in the event the LCBT ever wanted to develop a Mobility Management plan which is an eligible project and if the LCBT wanted to develop a call center for the OTO area human service agencies. OTO will take a draft MOU through the LCBT, OTO Board of Directors by February 2014 and forward to the Governor's office for approval. Solicitation for 5310 project will start in March 2014 and will combined 2013 and 2014 funds.

Howard Fisk commented that if you look at the \$250,000 + available funds for 2013 one could conclude that about \$25,000 would go to the administration portion of the projects. If a partial employee was hired out of the 10 percent would be a bargain for the LCBT. The LCBT recommended that staff forward to the OTO Board of Directors for approval.

Jeff Robinson asked "Unless the MAP-21 receives a continuing resolution will there be only one more year of funding?" Bill Robinett stated "yes." Currently the funds have only been released for FY13, but the FY13 and FY14 funds could be combined in the process.

Diane Gallion made a motion to recommend moving forward with the MOU between CU, MoDOT and OTO, a recommendation of approval of the MOU and the designated recipient of both MoDOT and CU. Seconded by Leslie McCafferty.

Motion Passes unanimously.

6. NEW BUSINESS

- a. Andrew Seiler with MoDOT discussed the ADA Transition plan that MoDOT is currently undertaking. He also informed the LCBT that he is currently developing a 7 question survey that will be forwarded to Curtis Owens. Curtis will forward the survey to the LCBT group through email distribution list and it is asked that each agency forward the survey to anyone that might be familiar with an ADA barrier. One survey will be needed for each known barrier. Key elements of identification of a barrier include noting the location, the type of barrier. Diane Gallion asked that Andrew remind the LCBT of the MoDOT routes for the purpose of identifying issues related to MoDOT. Andrew mention a non-comprehensive list that included Chestnut Expressway, Glenstone Avenue, Kearney Street, Sunshine Street west of Kansas Expressway and east of US 65, West Bypass and Kansas Expressway. Any information received that is not a MoDOT route will be forwarded to Dawne Gardner with the City of Springfield. Curtis asked Andrew if each agency should take the survey to the user level. Andrew stated that "yes, MoDOT will compile all information received whether it's from an agency or an end user." Cathleen Featherstone mentioned that the user will not necessarily know if they are on a MoDOT or city route. Andrew explained that he could provide a map with the survey. Dan Watts asked if MoDOT was interested in knowing about maintenance issues such as a broken crosswalk box or a cracked dome. Andrew responded yes, anything that was not in compliance with ADA. Howard Fisk asked if there was separate funding for the development of this plan and meeting the ADA requirements. Andrew said "No that was just part of the general funding and that projects built today include the ADA requirements."

- b. Curtis Owens presented the 2014 LCBT meeting schedule. The schedule has all 6 meetings starting in January 23, 2014 and continues every other month, ending in November 20, 2014. The group indicated that the schedule was acceptable as presented. No changes were needed.

7. OTHER BUSINESS

- c. The next LCBT meeting is scheduled for January 23, 2014 and will be meeting at the SWI Industrial Solutions.

8. ADJOURNMENT

Diane Gallion motioned to adjourn the LCBT meeting. The motion was seconded by Jeff Robinson. The motion passed unanimously.

Burrell Behavioral Health Presentation and Tour

Leslie McCafferty presented Burrell services that include 22 different sites in southwest Missouri. In Springfield, there is residential housing that utilizes a van or shared van. Leslie mentioned that some of the vans were funded through the 5310 program and that a need continues to exist. Leslie spoke about the needs of replacement of old vans with new ones. The vans are used for activities such as recreation, work crews, and social activities. The LCBT took a tour of the autism center and then returned to hear further about the van activities from Burrell staff who use the vans on a daily basis for work activities.

Information Only