



LOCAL COORDINATING BOARD FOR TRANSIT MEETING MINUTES

Date: November 20, 2014

Time: 1:30 p.m.

205 Park Central East

Springfield, MO 65806

ATTENDEES

Leslie Boughton, Arc of the Ozarks
Jay Bramblett, OATS Inc.
Patricia Click, NAMI
Diane Gallion, City Utilities - Transit

Howard Fisk, Fisk Limousines
Renita Funk, Burrell
Bill Robinett, MoDOT
Linda Starr, SWI Industrial Solutions

STAFF PRESENT

Curtis Owens, OTO Sara Fields, OTO Joshua Boley, OTO

1. WELCOME AND INTRODUCTIONS

Introductions were made of everyone in attendance.

2. PUBLIC COMMENT

No public comment was made

3. APPROVAL OF AGENDA

Diane Gallion made a motion to approve the November 20, 2014 agenda. Bill Robinett seconded. The motion passed unanimously.

4. APPROVAL OF SEPTEMBER 25, 2014 MINUTES

Diane Gallion made a motion to approve the September 25, 2014 minutes. Linda Starr seconded. The motion passed unanimously.

5. UNFINISHED BUSINESS

a. The 2015 LCBT Meeting Schedule

Curtis Owens explained that the 2015 meeting survey indicated the best meeting day was the second Thursday of every other month starting January 2015. He presented a draft 2015 calendar that included meeting dates of January 08, March 12, May 14, July 09, September 10 and November 12.

(Action Required)

Linda Starr motioned to approve the meeting scheduled as presented. Patricia Click seconded the motion. The motion passed unanimously.

b. LCBT 2015-2016 LCBT Appointments

Curtis Owens explained that he contacted and confirmed each LCBT member's participation for 2015-16.

The voting members includes: Burrell Center - Renita Funk, City Utilities Transit - Diane Gallion, Fisk Transportation – Howard Fisk, National Alliance on Mental Illness - Patricia Click, OATS Inc. - Jeff Robinson, Southwest Center for Independent Living - Cari Wright, Southwest Missouri Office on Aging - June Huff, Springfield Regional Office - Department of Mental Health - Kathleen Featherstone, SWI Industrial Solution – Linda Starr, The Arc OF the Ozarks - Tim Dygon, Springfield-Greene County Park Board - Sheri Davis, Community Partnership of the Ozarks - Trent Sims.

Non-Voting Members included: Federal Transit Administration Region 7 - Mark Bechtel - Team Leader, MoDOT Central Office – TBA, MoDOT Southwest District - Andrew Seiler – Planner, Southwest Missouri Council of Governments - Daniel Watts – Planner.

(Action Required)

Patricia Click motioned to approve the LCBT roster as presented. Diane Gallion second the motion. The motion passed unanimously.

A discussion about the chair and vice-chair position was made concerning the 2015-2016 Officers.

(Action Required)

Diane Gallion motioned to reappoint both Howard Fisk as Chair and Cari Wright as Vice-Chair. Linda Starr seconded the motion. The motion passed unanimously.

c. The 5310 Program Application Update

Curtis Owens explained since the last LCBT meeting, the 5310 program was opened for applications. The funding was combined for FY13 and FY14 to expedite the project allocations. He explained the FY13 funds would be awarded first, then the FY14 funds would be awarded until all funds were allocated.

The applications are due December 1st followed by an LCBT meeting on December 3rd. At the December 3rd meeting the LCBT will review and select projects. Curtis will upload the application to a webpage and email LCBT members the address so that the application can be reviewed Dec 2nd and 3rd prior to the meeting. At the meeting on Dec 3rd the group will review applications and make project selections. The projects selected will be sent to MoDOT for the administrative actions of the grant program.

Curtis explained in 2012 the LCBT awarded two vehicles pre-MAP-21. He explained MoDOT asked that these two applicants reapply for funds under MAP-21 criteria. Curtis explained these two project will be given first priority in this re-award. The awards went to Burrell Health and OATs Inc.

Curtis shared the MoDOT 2015 vehicle bid awards list. He asked applicants to review the cost for the 80/20 breakdown for the application purposes. Bill Robinett explained that all vehicle floor plans could be viewed on MoDOT's website. Sara Fields asked Bill Robinett with MoDOT to comment on the possibility of getting this application cycle awarded in 2015. Bill did not think things would move fast enough to get these awarded in the 2015 cycle. He also mentioned the TEAM and Tram software has cause some issues of expediting this process. Therefore ordering vehicles would be a challenge.

Curtis showed the work sheet on the monitor and explained each application will be scored by the group as one score. He explained the process would be a single form completed as a group effort.

(Information only)

d. 5-Year Implementation Plan Update

Curtis explained the 5-Year Implementation Plan is important because it identifies the actions and strategies of the Transit Coordination Plan. He further explained that the 5310 program is connected to the TCP. The 5-Year Implementation Plan has a few 2014 task that will be a continuation into 2015 strategies and actions.

(Information only)

6. NEW BUSINESS

a. MoDOT Disposition Procedure and Replacement Program

Bill Robinett explained the procedure starts with a letter requesting disposition be submitted to MoDOT. MoDOT holds the first lean and upon their approval MoDOT will release the title to the agency. The agency can then sell the vehicle and is required to return 80 percent of the selling funds to MoDOT's Vehicle Replacement Program. The agency will keep 20 percent plus \$225 for cost associated in sell the vehicle.

Agencies can request funds from the Replacement Program for repairs to vehicles. This may include repairs to lifts, engines and such type of approved repairs. The agency must get at least 2 estimates for the needed repairs. A letter of authorization from MoDOT must be given to the requesting agency before any reimbursements can be awarded.

(Information only)

b. MoDOT Staffing Changes

Curtis explained MoDOT's multimodal division is changing staff. Director Steve Billings will be retiring in January and Dion Knipp will be assuming these responsibilities. Bill Robinett will be retiring in November. MoDOT is currently in the process of finding a replacement for this position. Christy Evers has assumed the responsibilities for the 5310 program.

(Information only)

8. OTHER BUSINESS

Sara Fields request to be on the January 8th agenda to discuss the community focus report. This discussion will include views of the transportation efficiencies in our community.

a. Next meeting December 3, 2014

Curtis explained that the next meeting will be held at the OTO office on December 3rd. 1:30 p.m.

Information only

9. ADJOURNMENT

Bill Robinett motioned to adjourn the meeting. Linda Starr seconded. The motion passed unanimously.