



OZARKS TRANSPORTATION ORGANIZATION  
A METROPOLITAN PLANNING ORGANIZATION

LOCAL COORDINATING BOARD FOR TRANSIT MEETING MINUTES

November 9, 2017  
3:00 p.m.  
OTO Conference Room  
2208 W Chesterfield Blvd., Suite 101  
Springfield, MO

ATTENDEES

Diane Gallion	Linda Starr
Megan Clark	Bill Achor
Lisa McCafferty	Shannon Porter

STAFF PRESENT

Andy Thomason

I. WELCOME AND INTRODUCTIONS

Ms. Gallion brought the meeting to order at 3:04pm. Introductions were made.

II. PUBLIC COMMENT

Ms. Gallion asked if anyone wished to make public comment on any agenda item. No public comments were made.

III. APPROVAL OF THE NOVEMBER 9, 2017 AGENDA

Ms. Starr made a motion to approve the agenda of the November 9, 2017 meeting. Mr. Achor seconded the motion. The motion passed unanimously.

IV. APPROVAL OF THE AUGUST 10, 2017 MINUTES

Ms. Clark noticed the dates on the August 10 minutes. Mr. Achor made a motion to approve the minutes of the August 10, 2017 meeting, with amendments. Ms. Starr seconded the motion. The motion passed unanimously.

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## V. OLD BUSINESS

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### a) Vehicle Purchases

Mr. Thomason reported he had not spoken with Ms. Evers regarding vehicle purchases. He did report that Congress had not yet appropriated FY 18 funds, so vehicles funded with these funds are still delayed. Mr. Achor reported he had exchanged many emails with Ms. Evers regarding Ozark Senior Center's vehicle. He believed they were to the point of an order being placed by MoDOT.

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## VI. NEW BUSINESS

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### a) Ozark Area Transit Providers Brochure

Mr. Thomason reported the transit providers brochures had been printed. Since there were several new members present, Mr. Thomason tried to provide some background on the brochures. He also told new members that if they saw errors or if they knew of new providers to please let him know. They would be included in the next printing.

### b) Program Management Plan

Mr. Thomason again began by giving context to the new members. He explained the grant program, its history, the development of the Transit Coordination Plan, and how these changes had led to the updating of the Program Management Plan. He also tried to explain the MOU between OTO, CU, and MoDOT that governed the area's program. He then moved on to explaining the changes that he had made. See meeting materials included in agenda packet. Mr. Thomason also discussed the length of the application period. He wanted to know if 15 or 30 days was better. Everyone agreed that 30 days was best. Once he was completed outlining changes, he explained the type of actions the LCBT could take. If the committee felt the explained changes, and the broader plan content, seemed to make sense and seem reasonable, they could vote to recommend approval to the TCP and BOD. If the committee felt minor corrections were needed, those could be discussed today and a vote for recommendation could still take place today. Finally, the committee could delay a vote to the next meeting if major issues were identified.

Ms. Gallion made a motion to recommend approval of the PMP, with edits presented and discussed, to the TPC and BOD. Ms. Starr seconded the motion. The motion passed unanimously.

### c) Section 5310 Application

Mr. Thomason moved the conversation on to a discussion of the 5310-application. He wanted to take the opportunity to update the application with the new criteria included in the PMP and prepare for another call for projects. He outlined changes made to the application, and found he had missed updating a list of appendices early in the application. Ms. Clark also found a couple issues with dates on the application. Members of the LCBT felt the changes made sense and corresponded appropriately with the new PMP. No official action was needed on this item.

### d) Future Call for Projects/ 2018 Meeting Schedule.

Mr. Thomason reported Ms. Fields has requested a new call for projects in the Spring of 2018. Mr. Thomason said he had developed a proposed timeline that began in January 2018. Ms. Gallion had

contacted Andy prior to the meeting and expressed some concern over January. She preferred the process start in February or later. After additional consultation with OTO staff, Mr. Thomason developed a timetable that accounted for Ms. Gallion's concerns and a need take the PMP before the TPC and the BOD. Given the need to have a 30-day application window, the proposed timetable was further altered. The new schedule will have a kick off meeting on 2/19/18, an application closing date of 3/20/18, and a first quarter LCBT meeting on 3/29/18 rather than the normal 2/8/18 meeting.

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#### VII. OTHER BUSINESS

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Ms. Gallion gave Mr. Achor and Ms. Porter and opportunity to introduce themselves.

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#### VIII. ADJOURNMENT

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Ms. Starr made a motion to adjourn at 4:32. Mr. Achor seconded the motion. The motion passed.