

Permian Basin MPO



**Wright Office Complex, Suite 1
9601 Wright Drive
Midland, TX**

**Wednesday, September 9, 2015, 11:30am – 1:00pm
(Lunch will be provided)**

MEETING AGENDA

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| 1.) Call Meeting to Order | |
| 2.) Public Comments & Introductions | DISCUSSION ITEM |
| 3.) Review/Approve Minutes for August 12, 2015 | ACTION ITEM |
| 4.) Approve FY 2015 Deliverable #3 | ACTION ITEM |
| 5.) Review FY 2016 PGA and Workplan | DISCUSSION ITEM |
| 6.) 5310 Discussion | DISCUSSION ITEM |
| 7.) Stakeholder Update | DISCUSSION ITEM |
| 8.) Future Meetings | |
| 9.) Adjourn | |

Agenda Item No. 3 ACTION ITEM

Partners' and Stakeholders' Meeting

August 12, 2015 Minutes

Stakeholders Present

Rina Bale
Mike Bates
Michael Black
Karen Faulkner
Deanne Hamilton
Tita Nunez
Nanette Stephens
Cameron Walker

Organization Representing

MOTOR MPO
Advocate for the Blind
PBCC MHMR
West Texas Opportunities, Inc.
TxDOT Odessa District
BBCAC
EZ-Rider
MOTOR MPO

AGENDA ITEM

1. Call Meeting to Order

The meeting of the Regionally Coordinated Transportation Planning committee was called to order at 11:45 a.m. by Rina Bale.

2. Public Comment & Introductions

Mike Bates informed the committee of a program being held in Midland and Odessa to inform citizens who are visually impaired of a disorder called Non-24-Hour Sleep-Wake. A flier was distributed to everyone with meeting details.

3. Review/Approve Minutes for July 8, 2015

A motion was made by Karen Faulkner and seconded by Michael Black to approve the minutes of the July 8, 2015 RCTP meeting. The motion passed unanimously.

4. Approve FY 2015 Deliverables 1 & 2

The first two deliverables of the FY 2015 Project Grant Agreement Workplan for Sustainability Activities were submitted to TxDOT on July 31, 2015. Deliverables #1 included multimodal Letters of Commitment, list of potential partners, and the draft and final Multimodal Plan. This deliverable was billed at \$7,956.49. Deliverable #2 included a report identifying stakeholder successful projects. This deliverable was billed \$4,795.98 totaling \$12,752.47 There is a breakdown of the funding used and the amount that remains. The final deliverable will be submitted after August 31, 2015. The new contract will be executed on September 1, 2015 so long as a letter of commitment to participate in the regional plan update from a veteran is received.

A motion was made by Karen Faulkner and seconded by Nanette Stephens to approve the first two deliverables. The motion passed unanimously.

5. 5310 Discussion

The committee engaged in continued discussion regarding FTA Section 5310 funding. The application process for FY 2016 should begin in October. Rina asked committee members who applied for FY 2015 Section 5310 funding to give an update regarding any preliminary work that has been done in preparation of the funds being disbursed.

- Michael Black stated they have intentions of purchasing a wheelchair van which has seating for three additional consumers. These vans are more economical and have less mechanical problems. They are also considering partnerships with EZ-Rider and/or WTO, Inc. going forward. Once they were informed that they were approved for the grant, they began researching and ordered the vehicle. Previous vehicles have taken 4-5 months for delivery once ordered.
- Nanette Stephens informed the committee that EZ-Rider has met with the partners involved in the 5310 grant and discussed the services offered with the residents of the Senior Centers. It is expected to begin services on September 1. Scheduling is still underway to determine the needs and the centers are attempting to increase involvement. New buses will be ordered to accommodate the seniors traveling to and from the centers. This will allow the senior citizens to stay at the centers longer and have them home by the EZ-Rider end of service. The service will also assist those seniors who still drive during times of inclement weather or heavy traffic. Contracts will be executed identifying the roles and responsibilities of EZ-Rider and the Senior Centers in both Midland and Odessa. Nanette envisions the partnership with ABLC Center will be a pass-through of funds for their mobility management program. For FY 2016, new partnerships will be considered and current services will remain.
- Karen Faulkner said WTO, Inc. will execute the contracts once the funding is received. The 5310 funding for BBCAC will provide a vehicle for them. The preventive maintenance funding will be spent throughout the contract period.
- Tita Nunez is grateful for a new vehicle and wish they could get more. BBCAC also gets assistance from the area Agency on Aging on paying for senior's transportation to medical appointments.

Rina informed the committee that once the application process begins for FY 2016, the MOTOR MPO conference room is available for meetings, webinars, etc.

6. Stakeholder Updates

BBCAC: by Tita Nunez

Still trying to get drivers, one quit, had 6 and now down to 2; will be providing marketing materials at the Labor Day weekend parade. The issues with drivers are difficult hours, not benefits, low pay, and a lot of paperwork.

EZ-Rider: by Nanette Stephens

Started draft for RFQ for Architecture and Engineering services for the multimodal facility.

Citizens: by Mike Bates:

Because the lack of drivers, individuals in the Ft. Stockton area are having issues getting to medical appointments.

Mobility Manager: by Rina Bale

Submitted deliverables as previously mentioned; attending the SILC Transportation Works Summit on Aug. 16-18 in Lubbock; will be visiting Lamesa and Marfa in the near future. The Military Coalition meeting will be held at the MOTOR office next Wednesday, Aug. 19; the Family Health Coalition is Aug. 28 from 9am – noon.

MOTOR MPO: by Cameron Walker

There is a Policy Board meeting on Monday; trying to determine where to spend Prop. 1 funds; anticipated projects if Proposition 7 passes in November.

PBCC MHMR: by Michael Black

End of year funding doesn't look great; trying to rework programs to make the funding last; big expenditures will be the Affordable Care Act, finding ways to make it affordable. Commended the committee on the great jobs their organizations are doing in providing transportation.

TxDOT: by Deanne Hamilton

FY 2016 small urban and rural PGAs have been sent out as well as some of the FY 2016 coordinated call

WTO: by Karen Faulkner

Issues with Medicaid clients, they cannot be dropped off more than one hour prior to their appointment time and cannot be taken home later than one hour after their appointment is over which makes it difficult to combine trips; going through staff changes, Diane Cortez moved to Fleet Manager and Paula Vela is the new operations manager; driver training held twice in July; helped with the MS bike ride which went from Midland to Lamesa to Lubbock.

8. Future Meetings

The next scheduled meeting is Wednesday, September 9, 2015 at 11:30 a.m.

9. Adjourn

A motion was made by Michael Black and seconded by Mike Bates to adjourn at 1:07 p.m.

Agenda Item No. 4 ACTION ITEM

The third deliverable has been submitted by the Mobility Manager to TxDOT for reimbursement. This is the final deliverable for FY 2015.

Deliverable 3

A. Agendas and approved minutes of stakeholder steering committee meetings (September 2014 through August 2015) and receipts of lunch provided at five meetings.

B. Updated committee and stakeholder profile list

C. Documentation of meetings attended, such as meeting agendas and materials. Documentation of regional issues concerning vulnerable populations expressed in meetings with current and prospective stakeholders. Identify any service gaps or any other issues involving public transportation. Document and submit a summary of meetings with prospective and current stakeholders and if involvement increased.

D. Submit scheduled quarterly progress reports

- Quarterly Progress Report 1 (November, 2014)
- Quarterly Progress Report 2 (February, 2015)
- Quarterly Progress Report 3 (May, 2015)
- Quarterly Progress Report 4 (August, 2015)

E. Provide a final copy of the brochure and RCTP logo. Submit a list of events and locations the brochure is located.

F. Submit report identifying the specific audiences reached and the level of participation in RCTP activities. Identify possible solutions for increasing stakeholder involvement.

Agenda Item No. 5 DISCUSSION ITEM

The Mobility Manager will present the final Project Grant Agreement (PGA) for FY 2016. This includes the Workplan and Budget for RCTP activities/deliverables that will be completed by the Mobility Manager throughout FY 2016.

Agenda Item No. 6 DISCUSSION ITEM

Stakeholders will continue discussions on Section 5310 funding. This may include specific projects, needs, and/or potential partnerships. The application process for funding for Senior Citizens and Persons with Disabilities will begin in October.

Agenda Item No. 7 STAKEHOLDER UPDATES

Stakeholders will be provided updates on projects, funding, needs, and/or achievements.

Agenda Item No. 8 FUTURE MEETINGS

The next regularly scheduled meeting is Wednesday, October 14, 2015, beginning at 11:30 a.m.

Agenda Item No. 9 ADJOURN