REGIONAL TRANSIT ADVISORY COMMITTEE (RTAC)  
Minutes for Thursday October 27, 2011 Meeting

VOTING MEMBERS PRESENT:  
Robert Nugent (Lawrence Transit Administrator)  
Carrie Lindsey (Lawrence Housing Authority)  
Danny Kaiser (KU on Wheels Manager)  
Heather Thies (Cottonwood Inc.)  
Tina Roberts (Douglas County Senior Services)  
Tracy Kihm (Bert Nash Community Mental Health Center)  
Debbie Walker (Pioneer Ridge Assisted Living)  

NON-VOTING MEMBERS PRESENT:  
Scott Lein (KDOT CTD #1 Program Coordinator)  
Shawn Strate (Johnson County Transit)  

STAFF PRESENT:  
Todd Girdler (L-DC MPO Senior Transportation Planner)  
Jessica Mortinger (L-DC MPO Transportation Planner)  

Item 1: Call to Order – Tracy Kihm called the meeting to order at 1:38 PM, a quorum was present. Introductions were made.

Item 2: Action Item: of Minutes from the August 11th, 2011 Regular Meeting  
Tracy Kihm asked if anyone had any changes to the minutes and Todd Girdler indicated he had provided some grammatical corrections. Danny Kaiser made a motion to approve the minutes as amended, seconded by Heather Thies, the motion passed unanimously.

Item 3: Discussion Item: Draft CPT-HSTP:  
Jessica Mortinger asked the RTAC members to continue the discussion of the next steps and implementation text that was added by MPO staff. Tracy Kihm read each bullet point and solicited member comments.

• MPO staff clarified that the update to the Metropolitan Transportation Plan would be on the spring 2012 agenda for RTAC.
• Todd Girdler updated the RTAC on the MPO Policy Board’s passage of a Complete Street resolution. He also indicated the city released a draft policy that was on the agenda at the October 25th City Commission meeting. The Lawrence Complete Streets Committee asked City Commissioners to wait until after December 6th to approve the policy to allow for appropriate comment by the community committee. The City Commissioners agreed and directed staff to collect and respond to public comments on the draft policy. MPO staff indicated they would forward any public comment opportunities to the RTAC.
• Bob Nugent indicated that he thought it might be helpful for providers and their maintenance staffs to regularly discuss vehicle maintenance issues. This could benefit the providers and the state by working to improve vehicle standards under state purchasing contracts. It might also be helpful in assisting maintenance professionals in sharing techniques and solutions to the common maintenance problems. Heather Thies indicated that Cottonwood would find this helpful as they experience monthly maintenance costs on their vehicles. The sharing of maintenance logs might be mutually beneficial to all providers. The providers present agreed to add this to the short term implementation steps.
• Shawn Strate indicated that the conclusion fails to make a powerful point that the growing demand for services based on demographic projections will be difficult for
providers to meet without additional resources. The members present agreed that this point should be called out in the conclusion.

- Heather Thies asked that the RTAC consider regularly reviewing and sharing each agency’s continuity of services and/or emergency management plan. This could be helpful for each agency to know what the other provider’s plans are and help providers who have not yet written a plan to draft a plan. She participates in the Douglas County Together Prepared meetings for disaster preparation and values the ability for providers to share this information. Bob Nugent agreed that it would be valuable to discuss priorities and plans, stating that their emergency management priority is to meet the life support transportation needs. The members present also asked KDOT if they keep an emergency contact list. Scott Lien indicated that KDOT emergency management has a list. The members asked KDOT to share that list. MPO staff agreed to add this discussion item to the action steps.

The MPO staff indicated that these comments/changes would be added to the draft and that one more meeting should finalize the plan for adoption in November. The plan will be adopted by the RTAC and sent to the MPO Policy Board for adoption.

**Item 4: Discussion Item: Lawrence and Douglas County’s Retiree Attraction Task Force:** Jessica Mortinger informed the RTAC members about the new efforts on behalf of the task force to attract retirees. Ms. Mortinger indicated that the task force plans on having a transportation issues subcommittee and asked if any providers present had been invited to participate. Bob Nugent indicated that he would be participating as an advisor to the transportation subcommittee, ensuring the process has realistic expectations. Ms. Mortinger indicated that it would be important for an RTAC member to be present in the process to ensure that the providers’ needs would be addressed, especially in light of the process this group has gone through in developing the new CPT-HSTP. Mr. Nugent indicated he could represent RTAC concerns, report back to RTAC about the task force process, and when appropriate contact other appropriate providers. The members agreed that Mr. Nugent could represent them and contact them for participation if necessary.

**Item 5: Other Business**
Jessica Mortinger announced that the MPO had been awarded the Community Planning Grant competitive funding to fund the multimodal studies in Douglas County. The studies include a countywide bikeway system plan, a commuter park and ride study, and a transit stop accessibility study. Carrie Lindsey asked that the consultants visit the involved agencies to see the operations first hand when developing the plans. Tracy Kihm asked Shawn Strate if the JO stopped in Eudora. Mr. Strate indicated that the current express route K-10 connector has no plans to add stops; however additional service expansions developed in that corridor would attempt to address requested stop locations at Eudora and Desoto. Ms. Mortinger indicated that the Park and Ride study would address locations where feasible to tie into existing transit services.

Shawn Strate reported that the Mid-America Regional Council is working to develop a one click/one call online/phone resource to advertise services available. They have applied for a grant to fund this project. This will replace the existing list of service provided on an outdated KU Med Center webpage. Jessica Mortinger indicated she would contact Tyler Means at MARC to find out more information and clarify how this relates to the efforts by the Mr. Goodcents foundation.

**Item 6: Public Comments:** No public comments.
Item 7: Next Meeting: The next meeting will be held December 1st, 2011 from 2:00-3:00 at the Douglas County Senior Center Conference Room.

The meeting was adjourned at 2:35 PM.