REQUESTED ATTENDEES:

Voting Members
1. Robert Nugent (Lawrence Transit Administrator)
2. Carrie Lindsey (Lawrence Housing Authority)
3. Danny Kaiser (KU on Wheels Manager)
4. LaNeece Jardon (Independence Inc.)
5. Heather Thies (Cottonwood Inc.)
6. Tina Roberts (Douglas County Senior Services)
7. Tracy Kihm (Bert Nash Community Mental Health Center)
8. (Douglas County Private sector provider)
9. Debbie Walker (Pioneer Ridge Assisted Living)

Non-Voting Members
1. Scott Lein (CTD #1 Program Consultant - KDOT)
2. Joni Roeseler (Federal Transit Administration - Region 7 Office)
3. Douglas County Private Transit Providers, or Assisted Living Center Transit Providers not presently represented on the RTAC by a voting member
4. Shawn Strate (Johnson County Transit)

Staff
1. Todd Girdler (Senior Transportation Planner)
2. Jessica Mortinger (Transportation Planner)

AGENDA

1. **Call Meeting to Order and Introductions**

2. **Action Item: Approval of Minutes from the June 18, 2013 Meeting** (draft attached)

3. **Discussion Item: Multimodal Studies and Transit Center Location Analysis Study Update** - MPO and Lawrence Transit Staff will update the RTAC on approved and ongoing studies.

4. **Discussion Item: Coordinated Transportation and Emergency Response** - Providers will be asked to share emergency operations plans and contact lists for emergency management.

5. **Discussion Item: Provider Updates** - Providers will be asked to share any updates/changes to their service/programs at this time.

6. **Other Business**

7. **Public Comments** - This item is to allow brief public comments on items not listed specifically on the agenda. Comments from each individual or organization will be limited to five minutes.

8. **Next Meeting: future date set by the RTAC**
Special Accommodations: Please notify the Lawrence-Douglas County Metropolitan Planning Organization (L-DC MPO) at (785)832-3150 at least 72 hours in advance if you require special accommodations to attend this meeting (i.e., qualified interpreter, large print, reader, hearing assistance). We will make every effort to meet reasonable requests.

The L-DC MPO programs do not discriminate against anyone on the basis of race, color or national origin, according to Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI Complaint Form, see http://www.lawrenceks.org/mpo/title6 or call (785)832-3150.
REGIONAL TRANSIT ADVISORY COMMITTEE (RTAC)
Minutes for Tuesday June 18th, 2013 Meeting

VOTING MEMBERS PRESENT:
Robert Nugent (Lawrence Transit Administrator)
Carrie Lindsey (Lawrence-Douglas County Housing Authority)
LaNeecce Jardon (Independence Inc.)
Heather Thies (Cottonwood Inc.)
Tina Roberts (Douglas County Senior Services)
Tracy Kihm (Bert Nash Community Mental Health Center)

NON-VOTING MEMBERS PRESENT:
None

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

OTHER:
Terry Berner, Transportation Coordinator

1. Call to Order and Introductions – Tracy Kihm called the meeting to order at 1:03 PM, a quorum was present and introductions were made.

2. Action Item: Approval of Minutes from the April 23, 2013 Meeting
Tracy Kihm asked if anyone had any changes to the minutes, no changes were requested. Heather Thies made a motion to approve the minutes, seconded by Tina Roberts, the motion passed unanimously.

3. Discussion Item: Title VI Program
Jessica Mortinger asked the providers how their work on Title VI is coming. Tina Roberts indicated that DCSS has already completed and submitted their Title VI program to KDOT, indicating that in most instances she was able to easily use the standard forms that KDOT provided. Ms. Mortinger asked the providers if they wanted to work together on any parts of their program. Ms. Roberts indicated the need for coordination might occur in working towards finding resources for language translation services. Ms. Kihm indicated that Bert Nash has used Propio. Ms. Mortinger indicated that the MPO has not received a request for language assistance under their Title VI Plan, but that the MPO’s process could be used by others to accommodate the request. The Douglas County Courthouse is the primary agency that the MPO found which has regular requests for language translation. Ms. Mortinger also noted that Douglas County does not meet the threshold which requires translation in any one language. RTAC members agreed to proceed independently with developing Title VI Plans, and Ms. Roberts indicated she would share the DCSS materials with the affected providers.

4. Discussion Item: Multimodal Studies & Transit Center Location Analysis Study Update
Jessica Mortinger told the RTAC that the Multimodal Studies Project had their first Open House and kickoff meeting with the Steering Committees. The three studies included are: a Commuter Park & Ride Study, a Countywide Bikeway System Plan, and a Fixed Route Transit and Pedestrian Accessibility Study. This last one is related to the paratransit services in the region because it will identify barriers in the pedestrian environment that could keep some people dependent on paratransit services and limit their times of travel. Tina Roberts, Danny Kaiser and Bob Nugent have varying roles on the steering committees. Ms. Mortinger shared the online interactive mapping tool with the providers and asked them to provide comments and direct their consumers to the tool. Ms. Mortinger also
discussed the MPO’s expectation of each provider in participating with the URS team working on the study. All the providers indicated they are working with URS to coordinate input in the most appropriate fashion for their clients.

Bob Nugent informed the RTAC that the work on the Transit Center Location Analysis study is ongoing and the process has identified three locations that will be presented to City Commission within the next week. The study is an opportunity for fixed route transit operations to find a permanent home base within Lawrence to invest in infrastructure. Members present discussed potential site locations and the criteria important for selecting a site. In the meantime, the Lawrence Transit temporary downtown stop location is also being considered by the City Commission.

5. Discussion Item: Late Night Pilot Project & Summer Pass Program Update
Bob Nugent informed the RTAC that the Late Night Pilot Project and Summer Pass program are underway. While it’s too early to tell the overall success of these programs there have been early surprises and we are surpassing initial goals with both projects/programs. Carrie Lindsey thanked Mr. Nugent for his work on both projects indicating that they were both benefiting her clients and getting them to work and providing them more access to the community.

More details and information about either of these programs can be found at: lawrencetransit.org

6. Discussion Item: Provider Updates
Tina Roberts asked if the Hertz on Demand car planned downtown location had yet happened. Ms. Mortinger said she didn’t know and would follow up with Eileen Horn, Sustainability Coordinator.

Carrie Lindsey shared the affects the sequestration has had on the Lawrence Douglas County Housing Authority’s ability to provide transportation for their clients.

LaNeece Jardon shared the July 1 plan by Independence Inc. to expand and focus on out of town service for medical trips and trips in the rural areas of the county.

Tina Roberts indicated that the DCSS had held a fundraising event to cover operations costs for their volunteer driven service into Baldwin City. The service has been a success thanks to the dedicated work of volunteer drivers.

7. Other Business - None

8. Public Comments - No public comments.

9. Next Meeting - The next meeting will be scheduled and held in late August. MPO staff will poll members for the best available time to meet.

The meeting was adjourned at 2:23 PM.