1. Call to Order and Introductions
Tracy Kihm called the meeting to order at 1:34 PM. A quorum wasn’t present yet, so it was decided to go over Link for Care Website Information and the Transportation Providers Publication Information that did not require action.

2. Discussion Item: Link for Care Website Information
Ashley Myers passed out 11x17 sheets for each agency to finish filling out the appropriate information to be included in the Link for Care website (www.linkforcare.org). She said she tried to fill in as much information as possible based on previous provider surveys. After RTAC members filled out their pages, Ms. Myers said she would provide all of this information to the Link for Care people and providers will be included in their database.

3. Discussion Item: Review the Transportation Providers Publication Information
Ashley Myers showed the committee the new regional providers page that was created on the Lawrence Transit website (http://lawrencetransit.org/regional-transit). She said it isn’t live, yet for use or distribution. She passed around a printout of the website and asked each agency to approve the information that is included. Danny Kaiser asked for KU on Wheels and Lawrence Transit to be listed as separate agencies. No other changes were requested. Ms. Myers said she would pass along this information to the staff at Lawrence Transit and get the webpage live.

4. Discussion/Action Item: Coordinated Public Transit - Human Services Transportation Plan review and discussion
Ashley Myers passed out copies of the most recent version of the plan. She said we received KDOT and federal review of the plan after the agenda packet was sent out. She emailed it to the committee on Monday, but thought it would be easiest to have copies of the newest version. She said the changes that are different from the original agenda packet are in track changes and are highlighted in gray. She presented the plan changes and the committee discussed the survey results.

Bob Nugent arrived thus making a quorum. It was decided the second survey question asking where clients cannot get to with existing services was most likely misconstrued by responders because the results were very similar to destinations that people selected. It was asked who provided the Sunday service. Ms. Myers said she would look into the survey results to find out. Changes were made to the goals and strategies based on the survey results and KDOT review.

It was decided RTAC should invite Community Village Lawrence and various religious institutions to participate in the RTAC process. Mr. Nugent mentioned there is an employer
based rideshare software that might be appropriate for religious institutions to get parishioners to worship. Providers agreed this could address one of the larger gaps in service addressed by the survey.

Ms. Myers said a final version would be sent to RTAC to ensure final revisions accurately reflect the changes made at the meeting. Danny Kaiser made a motion to approve the plan with the changes made at the meeting, seconded by LaNeece Jardon, the motion passed unanimously (5-0).

5. **Action Item: Approval of Minutes from the January 26th, 2016 Meeting**
Tracy Kihm asked if anyone had any changes to the minutes, no changes were requested. Bob Nugent made a motion to approve the minutes, seconded by Danny Kaiser, the motion passed unanimously (5-0).

6. **Discussion/Action Item: Transit Comprehensive Operations Analysis (COA)**
Bob Nugent said the Transit Comprehensive Operations Analysis (COA) contract has been signed with the consultants. The initial survey work and ridership work will be done before university classes are out of session and prior to the kickoff meeting planned for April/May. RTAC providers will be included in the study. He indicated that the consultants will reach out to providers.

7. **Discussion Item: Provider Updates**
Providers said they underwent their Title VI site review and are now following up with the KDOT consultant.

8. **Other Business**
There was none.

9. **Public Comments**
No Public Comments.

10. **Next Meeting: future date set by the RTAC**
The March RTAC meeting adjourned at 3:00 pm.