1. Call to Order and Introductions
Tracy Kihm called the meeting to order at 2:04 PM.

2. Action Item: Approval of Minutes from the March 23, 2016 Meeting
Tracy Kihm asked if anyone had any changes to the minutes, no changes were requested. Danny Kaiser made a motion to approve the minutes, seconded by Bob Nugent, the motion passed unanimously (5-0).

3. Action Item: Election of Chair and Vice Chair for 2017
Tracy Kihm asked for Chair and Vice Chair nominations. After discussion, Danny Kaiser made a motion to select Tracy Kihm as Chair and Heather Thies as Vice Chair, seconded by Bob Nugent, the motion passed unanimously (5-0). Ms. Kihm accepted the position stating this would be her last year being chair.

4. Discussion Item: Transit Comprehensive Operations Analysis (COA)
Bob Nugent present the results of the Transit Comprehensive Operations Analysis which was completed funded partially with a MPO consolidated planning grant (http://assets.lawrenceks.org/assets/mpo/COA/COAObservation2016.pdf). The study looked at the potential of transit service. It gathered ridership data by route and stop, which will be extremely helpful if we need to redesign the service to accommodate a transit center. Furthermore, there was substantial stakeholder input through surveys and public meetings.

Heidi Briery arrived at 2:15.

5. Discussion Item: Possible Community Transportation Association of America (CTAA) Technical Assistance for Rural Douglas County Transportation Services
Jessica Mortinger said MPO staff had a conversation with CTAA regarding some technical assistance they can provide to the rural areas of Douglas County. We know there are gaps in services within Baldwin City and Eudora and from those communities to Lawrence from the CPT-HTSP work we completed last summer. We can ask CTAA to provide whatever service we
ask. She wanted to speak with the group and also specifically Independence, Inc. and Senior Resource Center for Douglas County because they provide service to the rural portions of the County. Our CPT-HSTP planning and other previous MPO planning has also identified Eudora resident’s desire for a stop on the K10 Connector.

Heidi Briery said she would appreciate the help. She has been getting calls from people in Lecompton needing rides as well. Tracy Kihm said Bert Nash has a “Building Independence” duplex in Baldwin City and one of the biggest challenges keeping it full is the lack of transportation in Baldwin City. Leslie Herring said Bert Nash used to have an office in Eudora, but that has closed. Ms. Kihm said the therapist’s time wasn’t always booked, so it didn’t make sense financially to keep them in Eudora.

Bob Nugent said the CTAA is looking at the Lawrence-Douglas County region as a model that could be replicated in larger places. Ms. Herring said it would be nice to have validation to the concerns that public officials hear in Eudora regarding the lack of transportation. Ms. Mortinger said MPO staff will put together and submit a proposal. Depending on the outcome we may need to have a RTAC meeting with CTAA staff and the RTAC agencies will need to work with the CTAA staff.

6. Discussion Item: Transportation 2040 Update
Ashley Myers explained the purpose of the long rang transportation plan called Transportation 2040 and passed out a process handout. She displayed the mobile meetings and open houses that will be conducted over the next several months. She passed out the transportation survey and asked RTAC providers to help get the word out about the survey. We would like to get 2,000 surveys. After discussing ways to spread the word, it was decided Ms. Myers would email the press release and the social media posts to members of RTAC, so they could be utilized to promote the survey.

7. Discussion Item: Provider Updates
Heather Thies said on February 10th Cottonwood, Inc. put together driver appreciation gift packages. Jessica Mortinger said she spoke with KDOT earlier in the day and 5310/5311 award letters should be delivered by the end of February. She asked all providers that receive an award to let the MPO know so the funding could be included in the Transportation Improvement Program (TIP), which is necessary before the agency can receive their funding/vehicle. Bob Nugent mentioned Transit Day at the Capital will be on March 8th from 8 am to Noon.

8. Other Business
Distribute the Transportation Providers brochure
Ashley Myers distributed the updated brochure and displayed the webpage on the Lawrence Transit webpage - http://lawrencetransit.org/regional-transit.

Goals and Strategies from 2016 CPT-HTSP
Ashley Myers said in the CPT-HTSP we committed to doing an annual summary CPT-HTSP goals and strategies and track the progress of work on those items through an annual summary. Therefore, RTAC went through the six goals and strategies. MPO staff will compile the annual summary to present at the next RTAC meeting.

9. Public Comments
There was no Public Comments.

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