

**CENTRAL TEXAS COUNCIL OF GOVERNMENTS
(CTCOG)
CENTRAL TEXAS REGIONAL TRANSPORTATION ADVISORY GROUP MEETING
MINUTES**

Wednesday, April 27, 2016

1:30 p.m.

CTCOG Building--2180 North Main Street--Belton, TX

Voting Members Present

Robert Ator, Hill Country Transit District (HCTD)—TRANSIT DISTRICT Rep.
Deanna Belk, CTCOG Housing Division—HEALTH AND HUMAN SERVICE Rep.
Jason Deckman, CTCOG/KTMPO—METROPOLITAN PLANNING ORGANIZATION Rep
Vickie Gideon, Workforce Solutions—WORKFORCE AGENCIES Rep.
Peggy Cosner, HOCTILE—AGING & DISABILITY ORGANIZATIONS Rep.
Janell Frazier, Central TX 4C Head Start—CHILD ADVOCACY GROUP
Grace Deorsam, Area Agency on Aging—AGING & DISABILITY ORGANIZATIONS Rep.
Terry Mustapher, Bring Everyone in Zone—MILITARY AND VETERANS ORGANIZATION Rep.
Thomas Wilson, Area Agency on Aging—HEALTH & HUMAN SERVICES Rep.

Non-Voting Members Present

John Weber—KTMPO/CTCOG
Cheryl Maxwell—KTMPO/CTCOG

Others Present

Elizabeth Brown—Texas A&M
University Central Texas (TAMUCT)
Kait Osborne—TAMUCT
Sandra Blackwell—TAMUCT
Kathryn Clemmer—TAMUCT
Brady Miller—TAMUCT
Steve Vitucci, TAMUCT

Vice Chair Vickie Gideon opened the meeting at 1:38 p.m.

1. Welcome and Introductions.

Vice Chair Vickie Gideon welcomed everyone to the meeting and introductions were made.

2. Public Comments.

No comments were made at this time.

3. Staff Update

John Weber provided an update on air quality readings in the region. Mr. Weber also provided an update on the Bicycle and Pedestrian Advisory Committee (BPAC). The next BPAC meeting will be on May 10th at 9:00 a.m. and Jennifer Graham from Temple College Foundation will do a presentation to discuss Temple Bike Share program.

Jason Deckman discussed how the Bike/Pedestrian Web Map is currently offline due to upgrading the account to an organizational account. Mr. Deckman also stated that a Freight and Safety web map will be coming soon.

4. Approve minutes from the November 17, 2015 and February 18, 2016 CTRTAG meeting. Deanna Belk made a motion to approve the minutes from the November 17, 2015 and February 18, 2016 meeting, seconded by Grace Deorsam; the motion passed unanimously.

5. Discuss and take appropriate action on items related to updating the Regionally Coordinated Transportation Plan (RCTP) as follows:

- Inventory of transportation providers and assets;
- List of agencies responsible for transportation planning;
- Needs assessment survey questions and methodology.

Elizabeth Brown of TAMUCT provided an update on the survey. Ms. Brown stated that there are a few agencies that haven't responded yet and are waiting for a letter of endorsement from CTCOG. For transportation agencies, some of the area Independent School Districts (ISD) have not responded back. Therefore, TAMUCT will contact them in person.

The needs assessment survey will be collected online using iPads but hard copies will also be available. For county residence, Ft. Hood will be considered their own separate county due to their special designation. If there are any questions that need to be added, Ms. Brown asked board members to send her the questions via email. Data collection will start on Tuesday May 3, 2016 at the Killeen Food Care Center. Since it is their first time collecting data via electronics, the May 3rd data collection will be a test run to see if the survey results are able to upload using the computer program. For agency collection, calls will be made to find out the best time to visit them and collect the data.

For the agency listing, Vickie Gideon asked them to add Killeen and Temple Workforce Solutions, Feed My Sheep in Temple, Bell County Human Services in Killeen and Temple, DARS in Killeen and Temple. Janell Frazier also asked them to add the locations of 16 Head Starts in the area.

Robert Ator made a motion to approve the inventory of transportation providers and assets, list of agencies responsible for transportation planning, and needs assessment survey questions and methodology, subject to minor changes resulting from additional information provided by the agencies, seconded by Janell Frazier; the motion passed unanimously.

6. Other Business.

No other business was discussed.

7. Discuss date, time and agenda items for next meeting.

The next meeting was tentatively set for August 3, 2016 at 1:30 p.m. Staff will contact the members to confirm this date/time or set another one. Robert Ator suggested the membership list be reviewed and updated to ensure the members listed are active.

8. Adjourn.

The meeting adjourned at 2:18 p.m.

Carole Warlick, CTRTAG Chair

Cheryl Maxwell, Planning Director, CTCOG