

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

Wednesday, February 18, 2016

1:30 p.m.

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

**Voting Members Present**

Carole Warlick, Hill Country Transit District (HCTD)—TRANSIT DISTRICT Rep.  
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 Headstart—CHILD ADVOCACY GROUP

**Non-Voting Members Present**

Elizabeth Brown—TAMU-CT UCARE  
Sandra Blackwell—TAMU-CT UCARE  
Kait Osborne—TAMU-CT UCARE  
Greg Davis—TxDOT Waco District  
Christina Demirs—Killeen-Temple Metropolitan Planning Organization (KTMPO)  
John Weber—KTMPO  
Cheryl Maxwell—KTMPO

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Chair Carole Warlick opened the meeting at 1:34 p.m.

**1. Welcome and Introductions.**

Chair Warlick welcomed everyone to the meeting and introductions were made. Ms. Warlick stated that a quorum was not present.

**2. Public Comments.**

No comments were made at this time.

**3. Staff Update**

John Weber provided an update on air quality. Mr. Weber showed that ozone values were decreasing at the end of 2015. He explained that compliance with the new ozone standard will be based on years 2014, 2015, 2016. As a result, the 2016 ozone value at the Temple station cannot exceed 73 ppb, and at the Killeen station it cannot exceed 76 ppb.

Mr. Weber also provided an update on the new Bicycle and Pedestrian Advisory Committee at KTMPO. Mr. Weber stated that the next meeting will be held on March 9<sup>th</sup>, 2016 at 9 a.m. and if anyone is interested in serving as a committee member, those individuals can contact him for more details.

**4. Approve minutes from the November 17, 2015 CTRTAG meeting.**

**Since no quorum was present, the board skipped agenda Item 4 and moved to Agenda Item 6.**

#### **6. Discuss RCTP FY2016 1<sup>st</sup> Quarterly Report**

Robert Ator provided details on the RCTP FY2016 1<sup>st</sup> Quarterly Report for the HOP. Mr. Ator discussed reports on customer service, missed trips, safety performance, paratransit service, community events and participation, fare media distribution, travel training events, marketing, urban and rural information and number of rural trips to urban destinations.

**The board moved to Agenda Item 5.**

#### **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 TAMU-CT UCARE gave a presentation on the status of the Needs Assessment Survey of Regional Ground Public Transportation. Ms. Brown stated that they are waiting for IRB (Internal Review Board) approval to move forward and that they completed phase one. She provided an updated list of providers and asked for members to review and to let her know if any are missing. Under the county question of the demographics section of the survey, Ms. Brown stated Ft. Hood will act as their own county because it encompasses more than one county. The presentation continued to outline how people will answer the questions, how the data will be collected and other information about the survey.

After the presentation, the floor was opened to questions. Jason Deckman asked about including Korean as a possible answer to question 7 and if question 26 is intended to be answered from commuters that are traveling to Temple or Killeen. For question 7, Ms. Brown stated that they haven't been able to contact someone that can translate Korean into English. Ms. Brown also clarified that the purpose of question 26 is to find out how many people who live outside of Killeen and Temple travel to these two cities.

Cheryl Maxwell asked about doing an incentive program to get more people to answer the survey. For each person who fill out a survey, they can enter a drawing, and a win a prize. After a discussion, Robert Ator stated that the HOP will donate a \$100 Walmart Gift Card as the prize.

Janell Frazier asked about adding a childcare option and an "other" option under question 45. Ms. Brown stated that they can add those two options to the survey. Ms. Frazier also asked about rewording question 46 to make it clearer. Question 46 will be reworded accordingly.

After all the questions were answered, Ms. Brown stated that they will make edits to the survey as discussed. Since a quorum was not present, no action was taken.

#### **7. Other Business.**

No other business was discussed.

#### **8. Discuss date, time and agenda items for next meeting.**

The next date March 23<sup>rd</sup>, 2016 at 1:30 p.m.

**9. Adjourn**

The meeting was adjourned at 2:40 p.m.

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Carole Warlick, CTRTAG Chair

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Cheryl Maxwell, Planning Director, CTCOG