



CORTPO Policy Board
March 13, 2024, 11:15 a.m.
Project Heart 830 W. Ford, Shawnee OK 74801
Policy Board
Meeting Minutes

Jim Greff	P	Mark Mosley	P	Non-Voting Members	
Coal Dilday	A	Alt – Debbie Hickman	P	Devan Westbrook	P
Jimmy Stokes	P	Angela Williams	P	Trenton January	A
Jim Copeland	A	Rick Stubblefield	P	Ron Brown	A
Keith Jennings	P			Trapper Parks	E

1. Call to Order @ 11:15 AM
2. Roll Call – **Jim Greff – Present, Coal Dilday sent his alternate Debbie Hickman – Present, Jimmy Stokes – Present, Jim Copeland – Absent, Keith Jennings – Present, Mark Mosley – Present, Angela Williams – Present, Rick Stubblefield – Present, we have a quorum.**
3. Introduction of Guests **Introducing Debbie Hickman, she is the county commissioners’ clerk and the alternative for Coal Dilday.**
4. Approval of January 2024 Minutes - **Minutes were sent out with the agenda for today’s meeting. Are there any comments or suggestions for changes? No comments, Do I have a first to approve the minutes from the January meeting? Mark Mosley 1st, Jim Greff 2nd**
5. CORTPO signed the agreement with ODOT to start the Mobility Management Program. The advertisement for the job went out the week before last. I have received several resumes but none that meet the minimum requirements. Hopefully we will receive more over the next few weeks. I would like to have someone hired by April. That will give them a month of training with Olivia and the other Mobility Managers so our program can begin in May. **I was able to get with Olivia from ODOT, everything is set up, all our contracts are signed. We did go over our advertisement for the position and sent it out to many outlets. We have received several resumes, but they have not met the minimum requirements. The requirements were set up by ODOT and were used to hire NORTPO and SWORTPO’s Mobility managers. I kept those resumes for the other departments that are hiring. I was hoping to have the Mobility Manager in by April, trained and the department be up and going in May. I did speak with OU and OSU’s student services department and sent them the advertisement, hopefully they may have a good candidate. I sent it out to all the Universities, workforce, indeed, etc. The advertisement is on our website and Facebook page but if you would like me to send you a copy by email let me know. Does**



anyone have any questions on number 5? Jim Greff – maybe the other COGs that hired mobility managers may have some excess resumes that they could pass along. Clorisa - I know NODA found someone quick and she is fantastic, SWODA struggled but they found someone, and she is fantastic. SODA did find someone, but I haven't communicated with him much. Jim Greff – They chose the best one for them but maybe they have someone that is also qualified that may work for us. Clorisa – I did send it over to the other COG's just in case, but I haven't heard anything back. Maybe we are hiring at the wrong time, school is still in, maybe we will find someone when school is out. I will keep pushing the advertisement. I know our Transit organizations are on board and looking forward to this department expanding. I was able to contact Veterans Ride and work with our AAA on the Senior Center that gives rides.

6. I was able to attend the Native Transportation Commission at ODOT. This gave me an opportunity to speak with the Tribes/Nations that are in our area that haven't been involved. **I was invited by Amy Hill from Muskogee/Creek. I was able to meet with the Tribes that are in our Region. Most of them have already started interlocal agreements. I know CPN has an agreement with MOM's Transit. It was very beneficial, and I learned a lot about their goals. Hopefully we will be able to get more involvement.**
7. I attended GIS Day at the Capital. The crowd was considerably smaller than in years past, but SCAUG is looking to get it to as big as it was before COVID. **I love GIS Day. I was able to get with many State Departments that have files and information that will help in not just CORTPO but in COEDD too. I have been working with OWRB for about a year now, we have started sharing shape files.**
8. The Transportation Alternative Program went live on January 30th. I sent out information on the grant to each of our members along with all the school districts, and our transit organizations in the CORTPO area. I've already helped a couple communities with their grants and am open to helping anyone else that wants to apply. **I sent this out to everybody. There were several people that didn't get it, I think since I sent it out too many addresses at one time the email went straight to spam. But there is a link on our website and on our Facebook page. I can send it back to you if you want. I have already helped a few communities with their planning. Jim Greff is very experienced with TAP. Jim Greff – we got our first one and are still working on our second one. It's still in its design phase, waiting on the engineers at ODOT to get them to us. We are eligible to apply for another one this year. Mark Mosely – What does it in tale? Jim Greff – bike trails, hiking trails, signage Clorisa – Safe Routes to Schools was added. You were wanting to put a trail out by your creek, this could help. Devan – signage, signaling, bike share, bicycle advancement, transit is a grey area so it would be based on if it's something larger, bus shelters, it's broad. Clorisa – the match is based on your population. Your population is under 5,000 so your**



match would be 10/90. Get with me if you have any questions. I have all your stuff mapped anyways so it wouldn't take much. Devan – The initial application, you don't need something so robust. The initial application is to be reviewed and if you're chosen then you will have to have it more detailed. You don't have to get all the work and get a contractor. April 30th is the deadline.

9. ODOT has assured us they will have the budgets ready by May. I'm not sure if this will give us time to have all the manuals and the budget together before our meeting in May, I was hoping to have it approved and out for the comment period so it all could be approved in July so we didn't need to have a special meeting in August, but I don't think that is going to happen. Keep an eye out in the next couple months for all the updated manuals and budgets, if you have any comments, please email them to me. **ODOT had assured us that they would have the budgets to us earlier this year but that has changed. I know Olivia with the Mobility Program said she will have her budget to us by May so we can go ahead and get those approved. ODOT will have theirs to us late July, possibly. Devan – that is when ODOT's approval around that time. Clorisa – We can have a special meeting in August for that, but we can go ahead and get all the manuals done before then. They are supposed to be approved and submitted by the end of September but if we get the budgets too late it may be late. I don't have a special meeting in the books for September so if we decide to have one, I will have to submit it to the State Secretary and Pottawatomie County. Most likely it will be over zoom to get everyone together and not interrupt their day too much. But I'll start updating the manual and getting them out to everybody. Jim, I expect to hear back from you; really, I love hearing from Jim when he has corrections because I know he has read what I sent out, it's really appreciated.**
10. Do not forget to come out on April 6th to the Annual Touch a Truck event. CORTPO will have a booth along with hosting the ROC bus. We will be giving away a couple bikes to our younger patrons. **I want everyone to come out to the Touch a Truck event in April. CORTPO will have a booth out there and hosting the ROC bus. We will be giving away bikes in different sizes for free. We will have coloring sheets, crayons; please everyone come out. This is the first time CORTPO/COEDD has been involved.**
11. Old Business - **I don't have any old business.**
12. New Business – **Does anyone have any new business they would like to discuss. Jim Greff – I do not Angela Williams - nope.**
13. Adjourn **May I have a first Mark Mosely 1st, Keith Stubblefield 2nd. I appreciate everyone coming today.**