



CORTPO Technical Board
March 7, 2024, 11:15 a.m.
COEDD, 400 N. Bell St, Shawnee

Or

Join Zoom Meeting

<https://us02web.zoom.us/j/4486679553?pwd=NDBQUDVDVnJnaEE2Y2xqOVdVdDREUT09&omn=89438576639>

Meeting ID: 448 667 9553

Passcode: keF0ak

Meeting Agenda

Jim Greff	P	Cory Swearingen	P	
Amy Hill	P	Melissa Fesler	E	
Randy Heisler	P	Wendy Rutter	P	
Brandon Morgan	P			
Tina Lowry	P			

1. Call to Order @ 11: 15 am
2. Roll Call **Jim Greff – Present, Amy Hill – Present, Randy Heisler – Present, Brandon Morgan – Absent, Tina Lowery – Present, Cory Swearingen – Present, Melissa Fesler – Excused, Wendy Rutter – Present: We do have a quorum.**
3. Introduction of Guests **John Campbell from Moms Transit, Shelby Jewell from Cimarron Transit, Devan Westbrook from ODOT, he is our regional ODOT representative.**
4. Approval of January minutes - **I sent out the minutes with the agendas last month, so I need approval for the January Minutes. Amy was 1st and Tina is 2nd. January Minutes have been approved.**
5. CORTPO has officially signed our contract with ODOT to build a Mobility Manager. Attached is the job advertisement that will go out in March. Hopefully we will get some good applicants so we can get the office running by May. **I was finally able to get with Olivia and we signed our contract with ODOT for our Mobility Management Program. I have sent out advertisements for the position and have received several resumes, but they barely meet the minimum requirements for the job. I'll keep them just in case the other positions we have open at COEDD would like to look at them. I'm really hoping to get someone in and trained so the**



program can be going in May. I have met with the Managers from SWORTPO and NORTPO and they are really excited about meeting our new manager. Their program has been going for a little over a year so they have a more established outline of what is required. That will help our new Manager understand more of what they are required to do. Does anyone have any questions about the Mobility Program? Tina Lowery – That will be housed in your offices, is that correct? Yes Mam, that is correct. We will have Mobility Managers in our office but as time goes by, they will be spending more time in the field. They won't always be in our office.
Tina Lowery - Ok

6. I sent out a draft map of the Regions transit areas, can you edit it and send it back. I have also been in contact with our AAA department of which communities have senior programs with transportation and waiting to hear back from the Veterans on their transit. **Are there any additional organizations that I could reach out to that I haven't yet? I did get some updates on our transit areas. I would like to get the map completed by the time the manager gets started. I have been in contact with the Veterans transits in all the counties except Pottawatomie and Lincoln so when we get back to the office, I will reach out to them again. I would like to have an in-person meeting with them to see how they transport, when, and where. I have also been working with our AAA at COEDD on the senior centers that transport. Wendy, I do have you in a larger bubble since you go in all areas, is that ok. Wendy Rutter - Honey I will go anywhere.**
7. Since we last met, I have been able to attend the Southwest Transportation Association and the Tribal Transportation Commission meeting. I was able to speak with many Tribes/Nations that I haven't had contact with before. It is my hope that we will have better communication in the future. **I was able to go this meeting and talk with the tribes that I haven't been able to communicate with. I will have a CPN representative coming to our meetings starting in May and they have a large transit program. I'm really looking forward to having them on board. I was able for the first time to go to the SWTA conference and had the ability to meet with other mobility managers and transit organizations. It was a great conference and I learned so much that we can implement in our mobility program. I can't say enough about how great the conference was.**



8. The Transportation Alternative Program grant opened in January. It has a short application period so if you need my help with anything let me know. **The NOFO is attached. The TAP grant opened the end of January and you guys are eligible to apply, I'm not sure about Wendy since she is a for profit, but I do know the rest can apply. I have been working with several communities on helping with their applications. If you need any assistance please get with me, I can help with everything but submitting it for you. Tina Lowery – what is that? Clorisa – I sent out the information in February. It is a match grant that can help with several things from stripping, signage, and other transportation programs. John Campbell – is that TAPP grant or just TAP. Clorisa - It's just the TAP grant. I will send out the NOFO to everyone, but it is on the Central Oklahoma Regional Transportation Facebook page and the COEDD.net page. I know I sent it out to all the school districts, commissioners, and out with the March Tech Board agenda. But I will send it out again. Tina Lowery – Cory did you hear about that. Cory Swearingen, yes, I'm going to look into it. John Campbell – I'm going to look into that too. Great Tina Lowery – when does that grant close. April 30th**
9. Tina Lowry (COTS), how is the move and were you able to find a secure parking space for your vehicles? **Tina Lowery – we are working with a gentleman that has a parking area that he is putting up that is secured and gated, so yes. Clorisa - Have you been able to move into your new building downtown? Tina Lowery, yes yes, you should come and visit. Clorisa, yes, I will come down there soon. I'm excited to see it.**
10. Old Business – **Does anybody have any questions about where we are going and what we are doing? Are you going to be expanding your area? No comments.**
11. New Business – **May meeting we will go over the annual manuals that are required from ODOT. Last year was the first year that I updated the manual, usually the front office did it. I wasn't aware that actual changes had to be made but they have been updated. Hopefully we will have the updated budgets from ODOT in time so June can be the comment period. If all goes well, we should be able to approve everything in July and not have a special meeting in August. Devan, when do you think we will get the budgets this year? Last year we got it late and the budgets didn't get submitted until November. Devan Westbrook – we are supposed to have the budgets out in May. Clorisa- OK well we may or may not have it all done by May, its**



according to when we get the budgets from ODOT. But I can go ahead and send the updated manuals out and do their public comment period in June. I know the Mobility Program said that they will have the budget for us by the end of May so that will be a special meeting in August. Everything must be turned in by the end of September. October is the beginning of the fiscal year for us. Does anyone have any comments or suggestions? no

12. Adjourn: Do we want to adjourn at 11:30? Amy Hill 1st, Jim Greff 2nd

I will go ahead and send blast emails so everyone will have what they need. John Campbell – can I be added to the email list. Yes, email me your address and I will put it on there.

Everyone have a great day.