



**Memphis Urban Area Metropolitan Planning Organization (MPO)
Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP)
Advisory Committee Meeting**

Wednesday, January 10, 2018 2:00PM
*3175 Lenox Park Boulevard, Suite 201
Memphis, Tennessee 38115*

SUMMARY OF MINUTES

Mr. Alvan-Bidal Sanchez called the meeting to order at 2:05 P.M., the following members were present:

Greg Nation	<i>ArDOT</i>
Bill Ryan	<i>ArDOT</i>
Calvin Abram	<i>TDOT, Office of Community Transportation</i>
Antoine Hawkins	<i>TDOT, Office of Community Transportation</i>
Shirley Wilson	<i>MDOT</i>
Roderick Bailey	<i>MDOT</i>
Eddie Brawley	<i>West Memphis MPO</i>
John Lancaster	<i>MATA</i>
Maury Miles	<i>MATA</i>
Scarlet Ponder	<i>MATA</i>
Sonja Owens	<i>Shelby County Pollution Control</i>

Interested Individuals present:

Nidia Logan Robinson	<i>Innovate Memphis</i>
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MPO Staff members present:

Jordan Smith	Alvan-Bidal Sanchez	Nick Warren
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1) **Welcome and Introductions**

The members of the committee and audience introduced themselves.

2) **Memphis MPO Announcements**

Mr. Nick Warren gave a presentation on the Memphis MPO's completed and ongoing planning activities related to the Coordinated Public Transit- Human Services Transportation Plan (CPT-HSTP). Mr. Warren noted that the MPO recently received the Federal Highway Administration (FHWA) 2017 Transportation Planning Excellence Award (TPEA) for the CPT-HSTP. The MPO has also updated its website to include a CPT-HSTP Webpage. Mr. Warren provided an overview of the webpage, stating that the webpage provides users with a brief overview of the plan, access to the CPT-HSTP and appendices, and links to partner agency's Section 5310 webpages. Mr. Warren also presented a list of the most recent Sec. 5310 Funding Awardees and Project Recipients for the Tennessee Department Of Transportation (TDOT), Mississippi Department of Transportation (MDOT), Arkansas Department of Transportation (ArDOT), and Memphis Area Transit Authority (MATA).

3) **"One Click, One Call" Center Update**

Ms. Nidia Logan Robinson gave a presentation that provided an overview of the "One Click, One Call" Center, in addition to providing a status update on the development of the Center. In 2017, Innovate Memphis was awarded a Sec. 5310 grant to develop a "One Click, One Call" strategy; a single point of contact for individuals to learn about and access transportation options that are available to them based on their specific needs. The grant enables Innovate Memphis to launch a call center, develop a web-based platform, and hire personnel to manage the system and partnerships that will result from the development of the Center.

Ms. Logan Robinson noted that the most important components of the system will be the partners that reside in the underlying database, which includes public transportation providers, non-emergency medical transport, and private providers. These providers will go into the system, and upon accessing the system, users will be screened through a set of criteria and provided with a list of providers that best suit their individual transportation needs. Ms. Logan Robinson noted that there is a potential opportunity for seamless scheduling within the system, which will be tested in the future. Currently, the system is being designed for a range of customers, including the general public, social workers, and information and referral specialists.

Mr. Maury Miles is looking forward to the center and believes it would help residents. Mr. John Lancaster mentioned that the "One Click, One Call" Center idea was a priority in the first CPT-HSTP.

Ms. Shirley Wilson expressed interest in finding a way for MDOT to coordinate with Innovate Memphis. Ms. Wilson mentioned that MDOT had recently completed a statewide solicitation for Mississippi's Statewide interface.

4) **Section 5310 Selection Process**

Mr. Maury Miles gave a presentation on MATA's project selection process for Sec. 5310 funding. Section 5310 funding aims to improve mobility for seniors and individuals with disabilities by removing barriers to transportation service and expanding transportation mobility options. MATA, a

direct recipient of 5310 funding, has the flexibility to select subrecipients projects for funding, and subrecipients can include states, local government authorizes, private non-profit organizations, and /or operators of public transportation. MATA has recently made a decision to use the Tennessee portion of Section 5310 funding almost solely for capital projects in the future. Capital projects, under Section 5310, are eligible for 80%-20% federal-local funding match.

Q: Mr. Greg Nation asked if MATA receives monthly oversight reports from 5310 subrecipients.

A: Mr. Miles stated that it varies between each agency.

Q: Mr. Roderick Bailey asked if there was any other type of oversight in place other than the reports.

A: Mr. Miles noted that if MATA suspects that subrecipients' vehicles are not being maintained they will conduct further oversight.

Q: Mr. Bill Ryan asked MATA's reason in deciding to use 5310 funding solely for capital projects in the future.

A: Mr. Miles responded that the monitoring requirements played the most significant role, combined with limited staffing.

5) **Advisory Committee Member Updates**

Mr. Jordan Smith provided the opportunity for ArDOT, MDOT, TDOT, and MATA to provide any other updates related to the CPT-HSTP.

Mr. Nation stated that ArDOT was in the process of finalizing their CPT-HSTP.

Ms. Wilson stated that MDOT had recently completed a Statewide Transportation Study that evaluated the current state of MDOT's statewide coordination efforts. In addition, MDOT completed an Intercity Bus Study in 2017.

6) **Other Business**

Q: Mr. Miles asked if the committee member and stakeholder list had been updated since the completion of the CPT-HSTP.

A: Mr. Smith responded by stating that the list had been updated since the completion of the plan. He went on to describe why the list had been changed and why it was reduced for the purposes of the committee meeting. He also noted that establishing a means for communication with sub-recipients could be a product of this committee/meeting.

Ms. Logan Robinson expressed interest in having the opportunity present the "One Click, One Call" Center strategy to the broader list of stakeholders associated with the development of the CPT-HSTP and get feedback from them to ensure that the system suits their needs.

Mr. Miles expressed interest in having access to the contact information to the agencies listed in the CPT-HSTP for future coordination purposes. Ms. Logan Robinson also expressed interest in having access to this information for the development of the "One Click, One Call" Center.

Mr. Smith provided the opportunity for committee members to provide comments and feedback on the meeting format and future meetings. All members expressed interest in having the committee meet annually.

7) **Adjourn**

Meeting was adjourned at 3:15 PM.

NOTE: The meeting minutes are a summary of the meeting. If you would like to review the tape recording of the entire meeting you may so do by scheduling an appointment with Alvan-Bidal Sanchez at (901) 636-7156.