



## LOCAL COORDINATING BOARD FOR TRANSIT MEETING MINUTES

Date: July 25, 2013

Time: 1:30 p.m.

City Utilities Transit Station

1505 Boonville, Springfield, MO 65806

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### ATTENDEES

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Shelia Schmitt, CU Transit

Judy Wanko, Dept of Mental Health/Sprd

David Forbes, Dept of Mental Health/Sprd

Diane Gallion, CU Transit

Jeff Robinson, OATS, Inc

Andrew Seiler, MoDOT

Linda Starr, SWI Industrial Solutions

Howard Fisk, Fisk Limousines

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### STAFF PRESENT

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Sara Fields

Curtis Owens

Melissa Richards

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### 1. WELCOME AND INTRODUCTIONS

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Introductions were made of everyone in attendance.

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### 2. APPROVAL OF AGENDA

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Linda Starr made a motion to approve the July 25, 2013 agenda. Diane Gallion seconded. The motion passed unanimously.

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### 3. APPROVAL OF MINUTES

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Diane Gallion made a motion to approve the May 23, 2013 meeting notes. Linda Starr seconded. The motion passed unanimously.

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### 4. UNFINISHED BUSINESS

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- a. Curtis Owens gave an update to the LCBT of the current 5310 funding guidance. He informed the LCBT that FTA has a draft circular and that the OTO is reviewing it for guidance. He also mentioned that FTA will be presenting on the 5310 program in Kansas City at the 2013 Transit Midwest Conference and Bus Expo. The knowns include the 2013 apportionments that have slightly increased to \$250,119. The LCBT has already allocated some of these funds for FY13 in the amount of \$57,762 for two vehicles with the remaining \$192,357 to be allocated according to FTA guidance. The designated recipient must also continue the development of the Transit Coordination Plan, and the Program Management Plan. The first opportunity for project selection is still undetermined but will not be before October 2013. It is possible that FY13 and FY14 funds may be combined and this would push the application process into spring of 2014.

Information Only

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## 5. NEW BUSINESS

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- a. Ms Kathleen Featherstone was absent from the meeting but sent Ms. Judy Wanko and Mr. David Forbes from the Dept of Mental Health Springfield. David shared information about community conversations that they are trying to jump start. The conversation topics include housing, transportation, employment and community membership. They presented the idea to the LCBT of the five key elements that included, planning the conversation, hosting a community conversation, inviting community members, locating the venue or being a table host. Davis distributed an informational sheet to the LCBT.

Information Only

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## 6 OTHER BUSINESS.

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- a. Jeff Robinson with OATS will be assuming the LCBT position for OATS. Scott Kosky informed the LCBT at the last meeting and sent a formal letter for this transition. The LCBT welcomes Jeff as a voting member.
- b. Curtis asked that if anyone had a topic for future meetings please discuss or forward their information to him.
- c. Next LCBT meeting schedule for September 26, 2013

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## 7. ADJOURNMENT

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Howard Fisk adjourned the LCBT meeting immediately following the CU presentation given by CU Director Shelia Schmitt.

Shelia's power point presentation described the funding and operations of the CU bus facility and its basic day-to-day operation. This included the maintenance of the vehicles, and the bus campus operation such as money collection and parking of service ready buses. The LCBT then toured a new bus and the new bus facility. The group participated in a short bus ride around the campus and experienced a bus wash in the new facility.