

# Minnesota Council on Transportation Access Meeting Minutes

March 26, 2012

## I. Call to Order

Chair, Tim Henkel, called to order the regular meeting of the Minnesota Council on Transportation Access at 12:08 pm on March 26, 2012 in the Elmer Andersen Building, 540 Cedar Building, St. Paul, MN 55155.

## II. Attendees

### Members Present

Doug Benson, Minnesota Department of Health  
Vice Chair, Joan Wilshire, Minnesota State Council of Disability  
Tina Armstrong, Minnesota Department of Commerce  
Chuk Hamilton, Minnesota Department of Employment and Economic Development  
Tony Kellen, Minnesota Public Transit Association  
Mary Koep, Minnesota Board on Aging  
Gerri Sutton, Metropolitan Council  
Kelly Wosika, Minnesota Department of Education  
Chair, Tim Henkel, Minnesota Department of Transportation  
Ron Quade, Minnesota Department of Veterans Affairs

### Others Present

Judy Ellison, Minnesota Department of Transportation  
Becky Alper, Minnesota Department of Transportation  
Jackie Peichel, Minnesota Board on Aging  
Bob Ries, Minnesota Department of Human Services  
Noel Shughart, Minnesota Department of Transportation  
Mike Schadauer, Minnesota Department of Transportation  
Ralph Brown, Office of Management and Budget

### Members Absent

Scott Leitz, Minnesota Department of Human Services  
Dan Pollack, Governor's Office  
Britta Reitan, Minnesota Management and Budget

### **III. Review and Approval of Agenda**

Motion was made, and seconded to accept the agenda as is. The motion carried.

### **IV. Review and Approval of Minutes from 1/24/12**

Per Mr. Hamilton, strike "is. Ms. Simer said." as cited in IV. of the meeting minutes.

Motion was made and seconded to accept the agenda. The motion carried.

### **V. Proposed State Legislation Impacting Transportation**

Mr. Schaduaer discussed proposed legislation for a school bus study to be carried out by the Department of Transportation. MnDOTs response to the proposed legislation is that the study be carried out by Department of Education.

Mr. Shughart described the non-emergency medical transportation (NEMT) legislation. Language in the bill is identical to the version that was part of the study recommendations that Mr. Leitz presented at the last meeting. The proposed legislation does not include the changes proposed at the last MCOTA meeting, such as including DHS policy experts on the committee or representation by transit providers and MET Council. The bill does state that the NEMT committee must coordinate with MCOTA.

### **VI. Strategic Organizational Analysis**

Ralph Brown, Office of Management and Budget kicked off the process for developing a work plan by facilitating a dialogue among MCOTA members on their overall impressions about the current state of public and human service transportation. The process included a modified Strengths/Weaknesses/Opportunities/Threats (SWOT) analysis to help identify which of the 20 twenty statutory duties the Council is most strategically poised to accomplish.

Following the SWOT analysis, Mr. Shughart reviewed potential activities/projects for the Council to consider for incorporation into their work plan. Council members also added other activities/projects to the list. Mr. Shughart also reviewed the work done to date by the Council. Discussion about the various duties occurred.

The Council then ranked the projects with the top six activities/projects being:

- 1) Identify and Eliminate Barriers to Coordination
- 2) Develop Policies/Legislation to Facilitate Vehicle Sharing
- 3) Recommend Statewide Objectives
- 4) Facilitate the Study/Creation of Competitive Brokerages
- 5) Create a Legislative Action Plan

## 6) Research Future Mobility Management Projects

The Council members, assisted by staff, then prepared work plan briefs highlighting the steps necessary for completing the projects. The work completed today will be summarized and used for the development of the Council's 2012-2014 Work Plan. This work plan will be completed during the spring of this year.

### **VII. Adjournment**

Motion was made by Mr. Hamilton to adjourn, and seconded by Ms. Armstrong.  
Motion carried.

- VIII.** Mr. Henkel adjourned the meeting at 3:28 P.M. Next meeting is scheduled for April 24, 2012. Hiway Federal Credit Union Administration Building, 840 Westminster Street, St. Paul, MN 55130.

Minutes submitted by Jacqueline Peichel, staff to the Minnesota Board on Aging and Noel Shughart, staff to MnDOT.

### **Hand-outs**

MCOTA Agenda March 26, 2012

MCOTA Meeting Minutes January 24, 2012

H.F. 2837 Pupil Transportation Study

Possible Projects Category

Minnesota Statutes 2010 174.285 MCOTA

Minnesota Council on Transportation Access Goals and Activity Survey