

**Minnesota Council on Transportation Access (MCOTA) Meeting
December 20, 2017**

**MnDOT Central Office Transportation Building
395 John Ireland Blvd, Saint Paul, Conference Room 461**

1:00 p.m. – 3:30 p.m.

Light refreshments provided.

*Instructions for anyone needing to join remotely: Call-in #: 888.742.5095 Participant Code:
9282086172. A web connection through Skype will be available by clicking:*

<https://meet.lync.com/mn365/jacob.rueter/YB27QTZZ>

Only presentations on the conference room screen will be shared through Skype.

Agenda

1:00 **Call to order, introductions, & member meeting participation** – Tim Henkel, MnDOT and MCOTA Chair; All

1:05 **Review and approve agenda** – All
Action requested: Approval

1:10 **10/25/17 meeting minutes** (attachment) – All
Action requested: Approval

1:15 **Review and approve final draft of the annual report** (attachment) – Arlene Mathison, Center for Transportation Studies, U of M
Action requested: Approval

1:25 **Member request: Panel volunteers for upcoming MCOTA research study on “Best Practices for Addressing Youth Employment and Training Transportation”** – Noel Shughart, MnDOT; Larry Eisenstadt, Department of Employment and Economic Development
Action requested: Approval of panel, panel structure, and study scope

Scope: This task is to gather data on best practices that address the biggest barrier that our youth employment and training program graduates face; the lack of transportation. Again and again, surveys show that the inadequacy of transportation resources prevents our youth from obtaining jobs in apprenticeship, in construction, and in other industries that require mobility. In addition, youth who do not have their own transportation have difficulties getting to retail and service jobs with variable start and end times. The study would document both national and Minnesota examples of innovative programs meeting the transportation needs of working youth through surveys and/or semi-structured interviews.

1:45 **Volunteer insurance brochure update** – Department of Commerce Representative
Action requested: Information

- 1:55 **Update on 5/9/18 MCOTA Volunteer Driver Program Forum subcommittee**
(attachment) – Arlene Mathison
Action requested: Information
- 2:00 **FY18 MCOTA budget update** – Noel Shughart
Action requested: Information
- 2:05 **Agency updates** – All
Action requested: Information
- MnDOT Office of Transit staffing changes – Noel Shughart
 - Update on volunteer driver program reimbursement committee – Tiffany Collins, Minnesota Public Transit Association
 - Regional Transportation Coordinating Councils application – Sue Siemers
 - Olmstead Plan – Kristie Billiar
 - Dakota County Lyft project – Heidi Corcoran
 - Other agency updates
- 2:25 **Call for future agenda items** – Tim Henkel, All
- 2:30 **Public comments**
- 2:35 **Adjourn**
- 2:35-3:30 **Presentation: Transit 101 and Gaps in Serving Persons with Disabilities** – Noel Shughart, MnDOT; Kim Pettman, Transit Advocate
Action requested: Information and discussion

2018 meetings: Wednesdays, 1:00-3:30pm, MnDOT Central Office: Jan 24, Feb 28, Mar 28, Apr 25, May 23, June 27, July 25, Aug 22, Sept 26, Oct 24, Nov 28, Dec 19 (3rd Wed. of month)

January agenda items:

Quarterly stakeholder communication (to be emailed prior to meeting) – Arlene Mathison, Center for Transportation Studies, U of MN; Action requested: Review, suggest content changes, and approve

Public/Private Partnership Mobility Transportation Management (MTM)-Timber Trails Transit

Volunteer insurance brochure update – Rolf Hage

Standing agenda items:

Review and approve agenda

Review and approve meeting minutes

Quarterly communications – review and/or approve

FY18 MCOTA budget update

Agency updates

Public comments