

REGIONAL TRANSPORTATION COORDINATING COUNCIL (RTCC)

Location: Five Development Commission
200 1st Street NE, Ste. 2 NE, Staples MN 56479

Date: Wednesday, January 16th, 2019

Time: 10:00 a.m. – 12:00 p.m.

Participants

Ben Byker
Tanya Leskey
Erich Heppner
Penny Pesta
Anita Walker
Pete Berscheit
Sue Siemers

Amy Christensen
Brenda Brittin
Theresa Eclov
Andy Stone
Matt Kallroos
Tad Erickson

Call to Order

- The meeting was called to order at 10:00 a.m.
- Welcome/Introductions
 - o Stakeholders took a few minutes to go around the table and introduce themselves.
- Preview of Agenda
 - o Erickson took a few minutes to preview the agenda and review the overall planning process/timeline

Administrative Update:

- November Progress Report and Meeting Summary
 - o Kallroos noted that the November RTCC monthly progress report had been submitted and the last RTCC Stakeholder Meeting was summarized while highlighting on Novembers meeting objectives.
- Website Update
 - o Kallroos noted that MCOTA will be hosting a website where the R5RTCC can maximize its public engagement efforts by posting its meeting announcements, agendas, handouts, minutes, and deliverables.
 - o Kallroos also noted that the RTCC Quarterly meeting is January 24th and staff will be learning how to upload to the website.
- Review Overall Timeline/Process
 - o Kallroos referenced the timeline handout and pointed out the remaining stakeholder meetings, the public participation meetings, and the overall timeline/process.

Review the December Public Participation Meeting

- Summary of the Meeting
 - o Kallroos summarized the meeting as a success and reported attendance as being in the 35-40 range.
 - o The meal was catered by Timbers and speakers included Region Five Executive Director Cheryl Hills, Region Five Planners Tad Erickson and Matt Kallroos, as well as VSO Pete

- Berscheid, Randy Jahnke from Friendly Rider, and two riders who Randy brought with him.
 - The second half of the meeting involved public feedback and involved the public giving input on the stakeholder's DRAFT Goals as well as show what cities they travel to and from.
- Public Feedback Gathered
 - Kallroos pointed out that a handout was provided in attendees packets and highlighted some of the responses that stuck out the most.

Discuss the February Public Participation Meeting

- Date, Time, Location
 - Kallroos stated that the second public meeting will be on February 5th, from 6-8pm at Pine River- Backus High School and is intended for Cass County.
- Promotion
 - Kallroos noted that all stakeholders will be receiving an email from Angela Anderson (Region 5 Marketing) that will include promotional material for the public meeting.
 - Promotional materials will include flyers, postcards, Facebook links, and how to register for the event.
 - Kallroos also noted that flyers and postcards have been printed and will be handed out to transit providers, rider locations, and local businesses.
- Presenters
 - Kallroos stated that there are currently 2 transit providers willing to speak at the public meeting and that they will also be trying to get a rider or two to speak at the meeting.
 - Having both providers and riders will improve the quality and outcome of the meeting.
- Interactive Portion
 - Kallroos noted that the interactive portion that took place at the Todd/ Wadena County meeting will also be occurring at the Cass County meeting
 - The public will be giving input on the stakeholder's DRAFT Goals in this portion.

DRAFT Implementation Activities and Resources

- Goal vs Activity
 - Erickson instructed the stakeholders that they will be determining whether the DRAFT goals are in fact a goal or an activity, then mapping out existing assets and capacities, identify gaps, and identify potential funding sources.
- Split up DRAFT Goals to Teams
 - Erickson pointed out the worksheet in their packets then numbered off the group and teams of 3-4 stakeholders were formed with each group assigned 3 DRAFT goals.

Group DRAFT of Activities and Resources

- Erickson and Kallroos floated around from group to group while facilitating discussion and helping the stakeholders with any questions or concerns.
- Erickson also noted that the responses on the worksheets will be typed up and shared with the group at the next stakeholder meeting.

Lunch/ Organizational Update

- Lunch was provided by The Shante.
- As stakeholders ate lunch, Erickson instructed that the stakeholders go around the room and share something new in their organization, a recent challenge, and a recent success.

Adjourn

- The meeting was adjourned at 12:00 p.m.