



AGENDA

Northern Arizona Intergovernmental Public Transportation Authority
Flagstaff Metropolitan Planning Organization

Coordinated Mobility Council

Tuesday, November 17, 2015
10:00 am

VERA Room/NAIPTA Offices
3773 North Kaspar Drive
Flagstaff, Arizona 86004

Pursuant to the Americans with Disabilities Act, persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting 928-679-8900 (TTY Service 800.367.8939). Requests should be made as early as possible to allow time to arrange the accommodation.

1. **Call to order**

Call to order at 10:07

2. **Welcome by Jamie Martinez, Chair**

3. **Roll call and introductions**

Members present: Jamie Martinez(chair), Martin Ince(FMPO), Tamara Maguire(Hozhoni), Doug Arnett(Quality Connections), Stephanie Stearns (NAIPTA), Karen Dobric and Christine Kokasko(Camp Civitan), Randy Biles(NAIPTA), Tracy Sondergaard(Committee Member), Vinny Gallegos(CYPMO), RJ Erickson(NACOG), Erika Mazza(NAIPTA), Harrison Smith(Navajo Transit), Erin Kruse(NAU)

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4. Call to the public

The public is invited to speak on any item or any area of concern that is within the jurisdiction of the FMPO-NAIPTA Coordinated Mobility Council. The Council is prohibited by the Open Meeting law from discussing, considering or acting on items raised during the call to the public, but may direct the staff to place an item on a future agenda. Individuals are limited to a five-minute presentation.

No public present at the meeting

5. Minutes from previous meeting

Review of minutes from the August 18, 2015 quarterly Coordinated Mobility Council meeting

Amend item 11 HIPPA to HIPAA
Randy motion to approve, Tamara seconded

6. Section 5310 applications for 2016 grant cycle

All agencies that are planning to submit an application for a Section 5310 grant in 2016 should be prepared to provide a brief description of their planned project. Staff will present the anticipated process and schedule for the 2016 grant cycle

Pre-applications for upcoming grant cycle due on December 15.

- NAIPTA looking to request fund for city and county taxi vouchers and ADA plus services and to fund Mobility Management position
- QC to submit proposal for 3 new vehicles, 2 4wheel drive SUV vehicles(replacement), one cutaway with a lift to meet ADOT requirements(expansion)
- Camp Civitan looking to get 4wheel drive SUV(expansion) and one cutaway with a lift(replacement)
- NAU CSI submitting application to fund mileage reimbursement for volunteer driver program – similar to last years request
 - RJ mentioned to Erin that ADOT may want to look to combining applications for agencies who are requesting funding in different regions

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Pulled up pre-application form. Due December 15 to Martin Ince.

RJ requested that FMPO share this form with NACOG

7. Section 5310 grant project updates

Updates from previous grant recipients on the status of active 5310 projects

NAU CSI – recruiting more active senior companions (looking for 5 volunteers able to serve 15 hours a week or more) signed a partnership agreement with North Country Healthcare to help with follow up care, the intent is that in the future insurance agencies will see the value of this and help fund the program

NAIPTA/Mountain Lift – received fund for city/county taxi vouchers. The county vouchers are very well received and give people rides they otherwise may not have – can interface with paratransit once brought into the city limits. City vouchers allow clients to use a ride other than paratransit. ADA plus gives people access to door to door transportation.

Erika mentioned that ADOT operational dollars are dwindling, she is working with ADOT(meeting on November 30) to capitalize operational dollars. Continue to look at ways to keep the money that we have and how to best use it. Erika to keep the CMC in the loop on what comes from the meeting with ADOT

NAIPTA – bus stop mobility improvements project, updating 47 bus stops to ADA accessibility, coordination between ADOT is great looking at installing a ped crossing on hwy 180, coordination between private partner Museum of Northern Arizona to enhance bus stop facilities in front of the property.

QC – effort to establish coordination with homeless shelter has fallen through, putting mileage on vehicles about 75% of what ADOT would like to see this is reflective of the size of our community, installing upgraded upholstery in cutaway vehicle and waiting to hear from ADOT about the post-approval of a vehicle modification.

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Erika mentioned that the NAIPTA BOD has donated 2 cutaway vehicles to Flagstaff Shelter Services, this can hopefully help coordination of transportation services.

8. Regional vehicle inventory

Review of draft regional vehicle inventory and five-year plan for vehicle replacement

Inventory form with operational data. RJ suggests starting the conversation early with ADOT for agencies who want to expand vehicle fleets and/or transfer vehicles. Only for vehicles used to transport clients.

Camp Civitan to submit to NACOG, since they are located in Williams

Due to Martin at the end of December.

9. Section 5310 program guidebook

Review of ADOT'S Section 5310 program guidebook. [The guidebook for 2015 is available from this link](#)

ADOT has given very specific direction for agencies to look at their guidebook to answer their questions, then reach out to their regional MM who will then contact ADOT.

Questions still remain on quarterly reporting and how these reports get to ADOT. Hozhoni currently combines Prescott and Flagstaff fleet and want to know if they should be breaking out their inventories by region. A question for Jackie at ADOT.

10. FMPO Coordinated Plan review

Plans for updating the FMPO Coordinated Public Transit – Human Services Transportation Plan, in particular the sections on gaps in service and unmet needs, goals and objectives, and regional priorities

The current Coordinated Plan can be downloaded here:

<http://www.flagstaff.az.gov/DocumentCenter/View/45839>

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We are required to make annual updates to the plan including agendas and minutes and pre-applications.

Once every 4 years we are required to do a major overhaul of the plan. We will be at the 4 year mark in December 2016, just 13 months from now. For this major overhaul we are looking to refine goals and objectives and make them more specific along with the gaps in service, unmet needs, and regional priorities.

11. NAIPTA mobility manager position

Update on status of recruitment and hiring for NAIPTA's mobility manger position

NAIPTA went through a competitive process of both internal and external applicants. An offer has been made to Kate Morley who currently works for Coconino County, she has a background in healthy communities and urban planning.

An associate planner position has been offered to Stephanie Stearns through her Masters of Public Administration.

A transit planner position has been offered to Alicia Becker who is looking to start after the first of the year.

As of September Erika took on the new role of Deputy General Manager.

As everything becomes official we will send out updates on contact information.

12. Statewide mobility management update

Highlights and information from two statewide Mobility Management and Section 5310 summits with ADOT and COGs/MPOs, held on August 28, and October 15, 2015, and November 5, 2015.

We have touched on a lot these updates previously in the meeting. New program manager at ADOT, Jackie Meli. Changes with ADOT include ADOT being more prescriptive for grant management and federal

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requirements and less prescriptive as far as planning and specific mobility management tasks. There is emphasis on the mobility manager acting as the 'arm of ADOT'.

Question from Erin – NAU CSI wants to do a re-budget of their contract, she knows she has to go through MM to make request for ADOT, should she make multiple requests through each region or will one request be sufficient as a message to ADOT. Answer – one message will be sufficient with the phrasing “in coordination with..” or something similar. Include everyone(NAIPTA/FMPO, NACOG, CYMPO) in a joint email or message.

13. Section 5310 workshops

Summary of recent workshops, and information on upcoming workshops:

October 8, 2015 Grant Management
November 10, 2015 Data collection

Stephanie attended workshops in the past. There are more/new workshops to come next year, stay tuned for dates and topics.

14. CMC meeting schedule for 2016

Review of planned quarterly meeting dates/times/locations for 2016

Martin handed out a list of tentative dates for 2016 CMC meetings:

February 23, 2016
May 17, 2016
August 16, 2016
November 15, 2016
Tuesdays from 10-12

15. Items to/from the Council and staff

Feel free to email ideas for future meetings.
You can contact Jamie at jdmartinez@azdes.gov

16. Adjournment

Meeting adjourned at 11:39