



Steering Committee Meeting Notes

February 18, 2021

In person at ODOT District 11 and on TEAMS platform

Deborah Hill, regional transit planner, called the Steering Committee meeting to order just after 9:00 am. The meeting was conducted at the ODOT District 11 office main conference room with safety protocols in effect, and live-streamed on the TEAMS platform. Housekeeping rules and the agenda for the meeting were reviewed, and roll taken. There were five members attending in person, twelve members attending on the TEAMS platform, four excused absences and four members absent. Guests included: Elizabeth Baxter and Serena Anderson from Region 2, and Jenn McClain who was a substitute for Shannon Hursey.

The business portion of the meeting began with an ODOT update provided by Kierra Branch. The 5310-funding cycle was discussed. Letters of Intent (LOI) for funding are due to ODOT by February 25, 2022. The LOIs are reviewed, and submitters are notified by email that they are eligible to apply for funding. Applications will be published in March. A mandatory application webinar is required and is also held in March. This year there is only one application per entity – applications are not being made for programs specifically but by project and all projects must be included in the Regional Coordinate Plan. Tentative ODOT due date for applications is April 29, 2022. Regions two and nine will also be participating in the scoring and recommendations of applications as they did last funding cycle. There were no additional questions for Kierra.

Regional application guidance was then presented. Appendix Q of the Regional Coordinated Plan was shown and an example of how an LOI applicant would relate their project to the Regional Coordinated Plan, which is an ODOT requirement, was given. It was stressed that all projects must relate directly to the regional goals and strategies listed on pages 6 and 7 of Appendix Q. Assistance for any applicant is available through OMEGA or directly through Kierra Branch at ODOT. Contact information was provided.

On the Steering Committee agenda for the spring of 2022 is creating action items for each strategy developed and listed in the Coordinated Plan Update, Appendix Q. Deborah Hill, OMEGA regional transit planner, will be sending the current goals and strategies along with any previous action steps from the current plan that are applicable to each member for review and for their additions. Since several goals and strategies are new and several resulting from the last two years of the pandemic which caused issues never before fully contemplated, there will need to be new action steps created. The Steering Committee will take up the creation of action steps in the April and May meetings as the March meeting is a combined RCC/Steering meeting.

The four regional special projects completed in 2021 have been incorporated into four individual reports which have been submitted to ODOT and are available on the OMEGA website for member and public review and usage. Members were shown the report covers and advised to review the reports from the main website.

Appendix Q, the 2021 yearly update to the Regional Coordinated Plan, is also available to members and the public on the OMEGA website.

Next the meeting schedule for the rest of 2022 was presented. The next meeting will be March 16, 2022 and be held in conjunction with the RCC. The meeting is being held in person at the AAA9 offices in Cambridge, Ohio with an invitation to lunch at Theo's restaurant immediately after. Speakers for the meeting will include presentations by the AAA9 and DODD.

There were no announcements or updates for the good of the region. A sincere acknowledgement of the invaluable service provided by all transit and transportation providers in the region was given.

The meeting concluded at approximately 9:35 am.

The Region 9 Coordinated Public Transit-Human Services Transportation Plan is a four-year plan and was originally written in 2019 covering the calendar years of 2019-2022. Though written throughout CY 2019, the Coordinated Plan was not adopted until December of 2019. The Regional Coordinated Plan had been due to be rewritten in CY 2022, but ODOT has not completed updated plan guidance needed for a successful revision. Therefore, with ODOT's permission, Region 2 will instead prepare an Amendment to the original plan. This Amendment will require votes of approval and adoption by the Steering Committee, the RCC, and the OMEGA Executive Board. The Amendment shall cover the period from January 1, 2023, to December 31, 2023, only. The Regional Coordinated Plan will require a rewrite in CY 2023 and the new Plan, once adopted by the OMEGA Executive Board and approved by ODOT, will cover the period from January 1, 2024- December 31, 2027. OMEGA staff and Mobility Managers will collect data for the Plan Amendment. Sections of the Plan Amendment will also be developed and approved through the Steering Committee. Once final, the plan amendment will be presented to the full RCC for review, comment, and approval in November of 2022. The Plan Amendment will then be submitted to the Omega Executive Board for approval and adoption in December of 2022 and subsequently submitted to ODOT for approval.

In CY 2021, the region developed and adopted by vote nine regional performance measures. It was also determined that data collected in CY 2021 would serve as the base line for the performance measures and review moving forward. To this end, OMEGA will develop a spread sheet for the reporting of the required data which will be distributed by Mobility Managers to transportation providers for completion. All regional transits and as many private transportation providers as can be persuaded will participate in the regional data collection and the assessment of regional performance goals. OMEGA will provide the spreadsheet and support as needed, as well as provide the analysis of the data which will be reported to the Steering Committee and other parties. It is requested that all provider data be submitted to OMEGA no later than April 1, 2022.

The meeting schedule for CY 2022 was presented. The calendar was voted on in November of 2021. Every third Steering meeting will be a combined RCC/ Steering meeting to best respect everyone's time. The quarterly RCC meetings will be held in different sections of the region to highlight each areas assets, transportation and otherwise. The RCC meetings will also feature an invitation for lunch afterward. Steering Committee meetings are all scheduled to be held at ODOT District 11 offices. In person attendance at all meetings is highly encouraged, but TEAMS links will be provided.

For the Good of the Region, it was announced that Belmont County Senior Services has a new Director of Operations. Two other counties, Coshocton and Muskingum have lost their Senior Service/ Senior Center Directors and have no replacements at this time. There were no other announcements from any participants.

The meeting was adjourned at 9:34 am.