

MINUTES FOR ADOPTION
Public Transportation Advisory Committee – Teleconference Meeting
3712 Jackson Avenue, Room 323
September 24, 2013

Committee Members Participating:

Michelle Bloomer, Chair
J.R. Salazar, Vice Chair
Glenn Gadbois
Rob Stephens
Brad Underwood

TxDOT Present and Participating:

Eric Gleason, Director, Public Transportation Division (PTN)
Bobby Killebrew, Deputy Division Director, PTN
Kris Dudley, Section 5310 Program Manager, PTN

AGENDA ITEM 1: Call to Order.

Michelle Bloomer called the meeting to order at approximately 1:15 P.M. One member participated via conference call.

AGENDA ITEM 2: Approval of Minutes from July 9, 2013 Meeting.

MOTION Glenn Gadbois moved to approve the July 9, 2013 meeting minutes, as corrected.

SECOND JR Salazar seconded the motion.

The motion passed unanimously.

AGENDA ITEM 3: Division Director's Report.

Division Director Eric Gleason reported on recovery act grants – all are closed, the FTA State Management Review, the call for projects for 2010 census impacts, and local match workshops.

Al Abson has resigned from PTAC. Eric Gleason informed the Committee he has contacted the department's State Legislative Affairs Office asking that they notify the offices of the Governor, Lieutenant Governor and Speaker that there are vacancies they need to fill. Each has one appointment.

AGENDA ITEM 4: Final Review of Proposed Revisions to 43 TAC Chapter 31.

Deputy Director Bobby Killebrew pointed out changes to the rules from the draft the Committee discussed at its July meeting. Incorporated into the final rules are responses to written comments, some grammar edits, and references to a statute enacted in the last session of the Legislature. None are considered a substantial change. Before moving to a vote, there was a Q&A concerning how the department handled the public comments and how commenters would find out the department's decision regarding the issues they raised.

MOTION Brad Underwood moved to endorse the final rules as presented.

SECOND Glenn Gadbois seconded the motion.

The motion passed unanimously.

Glenn Gadbois and Brad Underwood will personally convey the Committee's recommendation to the Transportation Commission at its October 31, 2013 meeting.

AGENDA ITEM 5: Presentation and Discussion of TxDOT's Implementation of Sec 5310 Formula Program – Grants for Seniors and Individuals with Disabilities Transportation Projects.

TxDOT's Section 5310 program manager, Kris Dudley, briefed the Committee on implementation activities that are underway.

- The TxDOT Office of Public Involvement is training Public Transportation Coordinators on techniques to use in the Sec 5310 call for projects.
- The application is expected to be available the first week of October with a list of projects due by February 1, 2014.
- The department is encouraging those districts with both small urban and rural allocations to look at destinations as well as origins in selecting projects. This may help to offset the decrease in funds that, before MAP-21, were given to rural projects. In FY 2013, TxDOT transferred approximately \$2.7M from urban to rural areas.

Committee Q&A focused on the implications of possibly combining TxDOT districts for project selection and how TxDOT's call for projects might align with that conducted by larger urbanized areas who are their own designated recipients and have separate project calls.

AGENDA ITEM 6: Review and Discussion of PTAC Work Plan.

Since activity on the work plan was suspended for 10 months while the significant rule-making process progressed, Michelle Bloomer suggested that committee members review the work plan before the next meeting, identifying progress that has been made and determining the continuing validity of the plan. A more robust discussion will be part of the next meeting.

AGENDA ITEM 7: Public Outreach Efforts by PTAC.

Members of the transit industry have requested more information about PTAC activities and a number of ideas have surfaced about how to accommodate the request. Recently the department reorganized the PTAC web page to mirror the one used for the commission. Meeting dates are posted as soon as known, and agendas and minutes appear in a timely fashion. PTN will begin sending reminders of upcoming meetings.

During this effort, PTN realized information on individual members is dated; all were asked to visit the site and send updates as necessary. Brad Underwood raised the issue that the Open Meetings Act may dictate what must be available; Bobby Killebrew will look into this.

Various mechanisms for allowing transit agencies to “participate” in the meetings resulted in a decision to begin with a phone call format. A number, separate from the one Committee members use, will be posted. All phones will be muted; and two-way conversations will not be possible. If not excessively burdensome, Glenn Gadbois suggested the audio be recorded and posted for listening at an interested party’s convenience.

- MOTION** Michelle Bloomer moved to request PTN to:
1. Post meeting dates and agendas to the web and remind transit operators approximately 1 week in advance of the meeting.
 2. Allow interested parties to listen to PTAC meetings via one-way telephone connections.
 3. Record meetings and post on the internet.

SECOND Glenn Gadbois seconded the motion.

The motion passed unanimously.

AGENDA ITEM 8: Public Comment. None.

AGENDA ITEM 9: Confirm Date of Next Meeting.

The next scheduled meeting date is November 26, 2013, but that is the Tuesday of Thanksgiving Week. The committee may decide on an alternate date before then, possibly early December or waiting until the regularly-scheduled January date.

AGENDA ITEM 10: Adjourn.

MOTION Brad Underwood moved to adjourn the meeting.

SECOND JR Salazar seconded the motion.

The meeting adjourned at 2.52 P.M.

Prepared by:

Approved by:


Bobby Killbrew
Public Transportation Division


Michelle Bloomer, Chair
Public Transportation Advisory Committee