

**Northern Oklahoma Regional Transportation Planning Organization  
Technical Committee Meeting minutes from:  
September 16, 2021**

The agenda for this meeting was posted in compliance with the Open Meeting Act. A complete packet of information is available for review in the NODA Office.

**1. Call to Order/Introduction of Guests**

Payton Herron called the NORTPO Technical Committee meeting to order at 1:06 PM. Present via Videoconferencing and NODA Conference Room: Vicki Eggers, Cecil Michael, Tiffany Plunkett, Jason Brinley, and Tyler Schroder. Absent: Kelly Parker and Joe Schneider. A quorum was present. Staff Present: Payton Herron, Patti Hobbs, and Devon Westbrook. Guests: none.

**2. Approve Previous Meeting Minutes from July 15<sup>th</sup>, 2021**

Schroder moved to approve the minutes from the July 15<sup>th</sup> Technical Committee meeting, seconded by Eggers. Motion carried. Aye: Eggers, Schroder, Plunkett, Brinley, and Michaels. Nay: none.

**3. Business (to meet, discuss, approve and/or consider recommending to the NORTPO Policy Board)**

**A. Regional Transportation Planning Work Program (PWP) FFY2022**

Westbrook presented the final draft of the FFY 2022 PWP to be recommended to the policy board. Eggers moved to recommend the FFY 2022 PWP to the Policy Board. Seconded by Schroder. Brinley abstained. Nay: none.

**B. FFY 2021 Budget Modification**

Westbrook informed the committee that NORTPO is performing a budget modification where \$3,000 is being transferred from Element 5 (Public Education and Participation) to Element 3 (Long Range Transportation Planning) since staff were not able to engage with the public as much as they expected due to the pandemic. There is no change in overall funding. No action required.

**C. Construction Plans**

Westbrook asked Schroder and Brinley about state and county construction plans and how to understand them. There was also discussion about funding sources and how they can be used for different types of projects. No action required.

**D. Criteria for Classifying Major Employers for TAZ Delineation**

Herron presented to the committee business employment numbers pulled from ESRI's Business Analyst software and discussed criteria for identifying major employers in the region for the LRTP. Committee members agreed that 50 and more employees is appropriate considering the range of employment density in the

region. Herron and Westbrook will continue to look at numbers by county to determine the best way to present the information. No action needed.

**4. Updates/Reports/Comments**

None.

**5. Adjourn**

Michaels moved to adjourn, seconded by Brinley. Motion carried. Aye: Eggers, Schroder, Plunkett, Brinley, and Michael. Nay: none. Meeting adjourned at 1:53 PM.

*Devon Westbrook*

Devon Westbrook, Transportation Planner

