

**Northern Oklahoma Regional Transportation Planning Organization
Technical Committee Meeting minutes:
Thursday, January 6, 2022**

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 1:04 PM. Present via Videoconferencing and NODA Conference Room: Vicki Eggers, Tiffany Plunkett, Jason Brinley, Tyler Schroder, Kelly Parker and Cecil Michael. Absent: None. A quorum was present. Staff Present: Payton Herron, Patti Hobbs, and Devon Westbrook. Guests: Michael Flynn - ODOT.

Herron introduced Flynn as the new RTPO Coordinator with ODOT. Flynn has been with ODOT for four years.

2. Approve Previous Meeting Minutes from December 2nd, 2021

Schroder moved to approve the minutes from December 2, 2021 Technical Committee meeting, seconded by Eggers. Nay: none. Motion carried.

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

A. Limited English Proficiency (LEP) Plan Draft Review

Westbrook presented the initial draft of the LEP Plan to the committee discussing its main components and contents. He informed the committee that Spanish was identified as a language group through the USDOT Four Factor Analysis necessitating the provision of translation services upon request. Flynn informed Westbrook that a Title VI Complaint Form is established and on the ODOT website and should be used instead of the document he prepared. Eggers said that NODA already has a Title VI Complaint Form that can be used for this plan. No action needed.

B. New Branding for the LRTP

Westbrook presented the committee with new name suggestions for the LRTP for marketing and public information purposes. Westbrook suggested "Northwest Forward" and requested committee members come to the next meeting with suggestions for recommendation to the NORTPO Policy Board. No action needed.

C. Discussion of Major Corridors in Region

Herron shared that within the next few meetings he would print off maps for the committee to discuss major regional corridors. He said that these corridors are ones with high AADT or roads with local significance for freight movement or just commuting and that these are often different from what the

State DOT identifies. A question was asked if this selection process would include planned corridors and Westbrook said it would. No action needed.

D. TAP Project Updates

Westbrook informed the committee that TAP funding from the previous two awarding periods sunsets on September 1st, 2023, per ODOT staff Matt VanAuken. He went on to say he called all project sites in the region to get status updates, informed staff of the deadline, and asked if any projects need assistance. No projects were completed since the previous report but several were nearing the end of their projects. No action needed.

E. Regional Trail Inventory

Westbrook shared that he wanted to put together a regional walking trail inventory for the region and asked if any committee members had input on the location of trails. Parker said they had a POW trail in Alva that can be included. Westbrook will request any available trail information from Shelby Templin at ODOT. No action needed.

F. Stakeholder Survey 3

Westbrook presented the latest survey, "Stakeholder Survey 3", to be released upon approval from the NORTPO Policy Board. The survey is about five minutes long and focused on transportation. Eggers moved to recommend Stakeholder Survey 3 to the policy board for approval, seconded by Brinley. Schroder left the meeting room for a phone call at approximately 1:47 and returned at approximately 1:50 and therefore did not vote on this item. Nay: none. Motion carried.

4. Updates/Reports/Comments

Westbrook said that a language translation option was added to the NORTPO website to allow for content viewing in 32 languages.

He also stated staff was looking to add a new member from the OEDA region to this committee, and Eggers added that they were considering Tom Sheets, OEDA Rural Fire Coordinator, or Lacey Morris, OEDA Economic Development Director, since they know the panhandle region better than NODA staff.

5. Adjourn

Michaels moved to adjourn, seconded by Schroder. Aye: Eggers, Schroder, Plunkett, Michaels, Parker, and Brinley. Nay: none. Motion carried. Meeting adjourned at 1:54 PM.

Devon Westbrook

Devon Westbrook, Transportation Planner

