

**Northern Oklahoma Regional Transportation Planning Organization
Technical Committee Meeting minutes:**

Thursday, April 7, 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 1:01 PM. Present via Videoconferencing and NODA Conference Room: Tom Sheets, Cecil Michael, Tiffany Plunkett, Vicki Eggers, and Kelly Parker. Absent: Jason Brinley and Tyler Schroder. A quorum was present. Staff Present: Payton Herron, Patti Hobbs, and Devon Westbrook. Guests: Michael Flynn representing ODOT.

2. Approve Previous Meeting Minutes from March 3, 2022

Parker moved to approve the minutes from March 3, 2022 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

Westbrook presented the LEP Plan requesting its recommendation to the Policy Board for their adoption. He addressed key findings and action items from the plan such as NORTPOs commitment to the provision of Spanish translation services when requested; Spanish was as the only language requiring translation accommodations per Federal Highway Administration Guidance in the region. Westbrook said it would be presented at the April Policy Board meeting following a 15-day public comment period. Eggers noted the misspelling of Jonathon Cross' name and Westbrook asked about the address of the OEDA office, which needed to be changed. Eggers moved to recommend the LEP Plan to the NORTPO Policy Board with the following the correction of Jonathon Cross' name spelling, the OEDA address update and the 15-day public comment period, seconded by Michaels. Nays: none. Motion carried.

B. Major Regional Corridors

Westbrook stated that this item would be continued to the May meeting to allow for the full committees' participation. No action required.

C. Public Meetings

Westbrook shared NORTPOs schedule for public meetings. He requested that any committee members with information on community events occurring during the summer months to share it with him so NORTPO could have a presence there. Westbrook asked Parker about City of Alva events, Parker mentioned several opportunities and said he would follow-up with a list of events from the city's business manager.

4. Updates/Reports/Comments

Westbrook said he was no longer working on a RAISE Grant for the Avarad Regional Industrial Park as he stated in March given the Woods County Economic Development Director he was working with no longer holds that position. Additionally, Westbrook stated he would be working with INCOG and SORTPO on designating Electric Vehicle Corridors that cross the region.

Eggers asked Westbrook about the status of NORTPO survey promotional material for distribution to Cherokee Strip Transit riders. Westbrook said that initiative had been abandoned, but that he would put a graphic together for this purpose.

5. Adjourn

Michaels moved to adjourn, seconded by Plunkett. Nay: none. Motion carried. Meeting adjourned at 1:25 PM.

Devon Westbrook

Devon Westbrook, Transportation Planner

