

# RTCC Meeting Notes

02-15-22

**Attendees:**

Misty Hendon (HOTCOG)  
Russell Devorsky (HOTCOG)  
Rep Pledger (HOTCOG)  
Gary Luft (HOTCOG)  
Dan Dalton (KFH Group)  
Ken Hosen (KFH Group)  
Annette Polk (Waco MPO)  
Susan Baker (Bosque County Senior Services)  
Keith Vandiver (Bosque County Senior Services)  
Debbie King (Executive Director Meals on Wheels for Falls and Hill counties)  
Heather Travers (McLennan County)  
Julie Talbert (HOT Workforce Board, Childcare Services Program)  
Commissioner Will Jones (McLennan County)  
Debbie Tahiri (TxDOT)  
Judge Scott Felton (McLennan County)  
Judge Cindy Vanlandingham (Bosque County)  
Kari Banta (TxDOT)  
Alisha Alvarez (Waco Transit)  
Mukesh Kumar (Waco Metropolitan Planning)

This meeting is now being recorded

Call to order @ 1:04 pm

This meeting was posted in accordance with Chapter 551, Texas Government Code, as amended, known as the Texas Open Meetings Act.

Rep: I'm going to put Ken in control to talk about the draft.

Ken: We're close to finished on the coordinated plan. Today we'll make a brief presentation and go over the key points. Plan itself is a combination of the tech memos we've viewed over the past 8 months. Everything in this plan we've seen before but now it's compiled and ready to receive final comments. We have received comments from TxDOT, now RTCC can submit our comments and then turn around quickly to complete the study.

\*Ken discussed the attached presentation\*

Rep: If anyone has any questions, please let us know.

Gary: Those traveling into any other location on a fixed schedule - where they would have a 9am trip, then round trip, and one in the afternoon – once somebody makes that trip – and if they're taking them to a centralized location because of a fixed route, then that person has to be able to travel around the community and get where they need to get otherwise, they'll be stranded. There has to be some type of coordination or willingness in the local community. That would be particularly important in coming into Waco. If someone has an appointment, that would be the on-demand schedule.

Ken: For fixed schedule service, those vehicles would take people directly to their destination and then pick them back up again. If they wanted to circulate in between those trips, then they could use the on-demand service. For service into Waco there are a number of approaches. We're thinking initially people would be delivered to their destination instead of a central point. At some point in the future as HOTRTD and Waco Transit coordinate, some riders might want to go to the transfer point and get on a fixed route bus. Others might want to circulate in the community using the ADA paratransit service. The fixed route isn't a problem, the paratransit can be difficult because it requires a day in advance notice and coordinating a meeting can be very difficult and very expensive. For now, recommendation would be in Waco if you want to go to fixed route bus stop great otherwise take them to the destination.

Alisha: Definitely an opportunity to collaborate. We would just need to look at where your hotspots are, where you're going to be dropping people off. We're in the middle of doing a route realignment study in hopes we can better serve the community. In general, we should just sit down and look at hotspots and current routes. We currently do same day ADA trips but it's by availability only.

Ken: There are a lot of opportunities for us to work together.

Gary: There are two other things talked about that are important. One is the mobility manager or mobility management coordination. A lot of times if you don't know how to get where you're going then who can you talk to help you? If a mobility manager is available to help someone coordinate this, it would be helpful. Second thing is a really attractive bus, with color. We don't have that many buses or drivers, so if we were to paint two color schemes, I think it would create a problem for scheduling because these buses are used for different purposes. Wish we had enough people or vehicles so we could designate a fleet for one service and one for another service. I would think we should go to one color and that color could be used for either type service.

Russell: As service grows, branding will be developed and enhance that.

Alisha: As far as mobility coordinator goes, we currently go out to different agencies, or we'll have phone conferences with different groups to teach them about different services and how to use those services. We'll outline to them which routes to get on. We'll help layout travel arrangements for people and show them how to utilize both systems, as well as teach HOTCOG staff how to look at those processes too. Definitely think the mobility coordinator is something we can work together on.

Gary: Do you have full time person?

Alisha: We do have full time dedicated person to do that, but we also have a few other staff that are trained to step in when that person is out.

Ken: If we can join together that would be a great way to do it. I've shared the capital metro carts model where they've generated a lot of money over the past few years especially in the areas where there are services gaps and neither of our services currently run. Good for urban and rural areas.

Gary: Advertising – if you have really attractive buses then you would think that limits you on what you can do on the exterior of the bus. But if I'm a company and I want to advertise then I want my advertisement to be seen by lots of people instead of just the people inside the bus. So would the advertising be confined to the windows or some area of the bus?

Ken: There are a number of ways to do it. Wrapped buses are good where you can maintain your color scheme while still advertising with the wrap. Can also do things like just advertise in passenger compartment or could advertise on the back of the bus while making sure your name and logo are still on there. Variety of ways that you can do that depending on what your particular approach is.

Gary: Guess if the bus is painted a color you could still have a wrap that would still show the color where the wrap is not showing.

Ken: You always want to maintain your identity while still advertising.

Rep: Kari, do you have any input?

Kari: No. No other comments aside from the notes that were already sent. All is stuff that you can take action on. She can answer any questions we might have.

Russell: Ok what is our game plan?

Rep: If everyone is happy with what's been presented then we just need everyone to say so. Need list of names for everyone that agrees with the plan. Get a verbal confirmation. So, if everyone is happy with it, need you to say so. Part of what Kari brought up is that we need to provide the list of names of everyone happy with it so we can add it to the plan cover. So, I need everyone to say your name. Ken is going to make other minor corrections. Next month we'll come back and everyone will look at the plan and decide how we're going to keep things going as far as meetings and how to push this stuff forward.

Gary: When must the plan be submitted.

Rep: End of this month. I believe the 28th of this month.

Gary: We need to vote today on if everyone is comfortable with it and then executing it is after the fact.

Russell: Since everyone is on here to vote, Rep if you would do a roll call.

Judge Vanlandingham: Before we do that is there a way to get a list of the changes that are going to be made?

Rep: Yes, we can send that out, the changes Kari has made.

Judge Vanlandingham: I would rather see it before agreeing to it.

Kari: If you need an extension so everyone can read through the plans with the corrections, then we can arrange that.

Rep: Ok I'll go ahead and ask for that now.

Ken: I'll have those changes ready by tomorrow. Mostly are typos and few other changes adding emphasis to other things. Nothing of significance.

Rep: Judge Vanlandingham, to answer your question, we'll send them out as soon as we're done here so everyone can look at them. Tomorrow afternoon I will send out an email and everyone needs to respond by email to confirm before Friday.

Gary: Does that mean you're going to meet the deadline or are you getting an extension.

Rep: I'm going to try and meet the deadline. I'll meet with Kari on that.

Russell: We can take the vote, send out the email and get their replies and tally it up and go. That's the most expeditious way to use your time. Is anyone opposed to that?

\*No replies.

Public comments: none

Rep: Adjournment @ 1:44pm