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## ***PTAC - Teleconference Meeting Minutes***

June 23, 2020, 9:00 am – 3:00 pm

Idaho Transportation Department, 3311 W. State St, Boise, Idaho 83703

1. Call to Order (Chair) at 9:05 am
2. Roll Call (Chair)

<b>PTAC MEMBERS</b>	<b>ITD-PT STAFF</b>	<b>OTHER</b>
Maureen Gresham – D3 PTAC & Chair	Ron Duran	Terri Lindenberg – TVT
Ryan Luttmann – D1 PTAC	Shauna Miller	Kathy Parker – COMPASS
Jeff McCurdy – D4 PTAC	Taylor Bothke	
Kathleen Lewis – D5 PTAC	Ada Finlayson	
	Kristina Larkin	
	Summer Hirschfield	

3. Approval of Minutes (Chair) Vote – Approved
  - Member Luttmann motioned to approve, Member Lewis seconded the motion
4. Public Comment – None
5. Safety Share (Miller) – 100 Deadliest Days
6. PTAC Report Out
  - a. Chair Gresham (D3) – Key concerns are due to significant challenges with CARES guidance and receiving funds. Primarily, funds used for lost revenue or additional costs associated with COVID.
  - b. Member Luttmann (D1) – There are concerns about funding moving forward. Comfortable with current situation regarding CARES funding or using remaining congressional funds. Kootenai County put together a mobility innovation initiative, an app where people can get their full route together. The goal is to get people where they need to go in a cost effective manner.
  - c. Member McCurdy (D4) – Working to find any grant opportunities or resources that are available to help their communities.
  - d. Member Lewis (D5) – CARES Act funding allowed PRT to remain open and take care of lost revenues. Medicaid single brokerage is still not working well. Many small providers are being pushed out of the market, due to this brokerage, which makes it difficult for the seniors in rural areas to get the services that they need.
7. PT Office Updates (Duran)
  - a. Continuing to work remotely with travel restrictions
  - b. Training, process mapping, processes improvements
  - c. MRTA 5339c Low/No Emission Grant
  - d. CARES Act
  - e. Idaho Falls/CTAA



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## ***PTAC 06/23/20 Meeting Minutes Continued***

8. PTAC Traveling Meeting (Duran)
  - a. 60-100% cost increase per meeting to host statewide
  - b. Member Luttmann – Received positive feedback about this idea. Rotating between D1 and D2 could be beneficial and is close enough as well.
  - c. Member Lewis – Consider one meeting a year, not rotating all of them
  - d. Member McCurdy – Rotating one meeting a year. Combining trips, or not bringing all the team, having those unable to attend or not presenting connect digitally.
  - e. Chair Gresham – If budget allows, more than one meeting in different locations would be greatly beneficial.
  - f. 2021 Recommendations
    - i. March – D3/D4
    - ii. June – D1/D2
    - iii. October – D5/D6
  - g. ITD-PT to prepare proposal for October meeting.
9. Operations and Capital Program Updates (Larkin)
10. CARES Act Update (Duran)
  - a. Approximately \$27 million, 100 federal, no match requirements
  - b. Funds treated the same as 5311 Congressional Funds
  - c. Awarded based on 5311 Congressional Awards
  - d. Online portal built by Hirschfield
    - i. Transparency
    - ii. Preauthorization portion with high level spending and cost breakdown summaries
    - iii. ITD-PT approval before incurring costs
    - iv. \$2.9 million paid out to date
11. PTASP Update (Miller)
  - a. 6 agencies ITD-PT is sponsoring plans for
  - b. 2 opted to write own plan
  - c. Deadline extended from July 2020 to December 2020
12. Summit Update (Miller)
  - a. Theme: Force of the Future
  - b. Digital Conference, Microsoft Teams
  - c. Month of October, Tuesday and Thursdays
  - d. District PTAC Roundtables



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13. PT Outreach (Duran)
  - a. Office of Communications
    - i. Aubrey Spence, Public Information Officer
    - ii. Podcast
  
14. Share the Ride Idaho Update (Hirschfield)
15. Safety Program Update (Miller)
  - a. PPE – Masks
    - i. Over 12,000 sent to date
    - ii. 15,000 masks needed statewide per month
  
  - b. PPE – Gloves
  
16. Site Review Update (Miller)
  - a. Temporarily suspended due to COVID-19 and travel restrictions
  
17. PTAC Application Process
  - a. Timeline
    - i. 30 days for application
    - ii. 30 days for public comment
    - iii. PTAC concurrence
    - iv. Idaho Transportation Board approval
  
  - b. Add information online and resources for potential PTAC applicants
  - c. Recommended changes on application:
    - i. Why are you interested in becoming a PTAC member?
    - ii. Please describe your background/experience and how that would benefit public transportation in Idaho.
    - iii. Cover Letter
  - d. Miller to bring revised application to next meeting for PTAC vote.
  - e. PTAC Charter
    - i. Vote will take place at October meeting.
  
18. GTFIS (Miller)



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## ***PTAC 06/23/20 Meeting Minutes Continued***

### 19. PTAC Guidance (Duran)

#### a. Public Perception

- i. Chair Gresham – Explore the economic development route
- ii. Member Lewis – The social aspect is so critical, and with COVID, this has brought more awareness to the impact that this has on our health and on our communities.
- iii. Member Luttmann – Show the numbers. A businessperson needs to see the economic benefit. It needs to tell the whole story.

#### b. Expanding funding opportunities and partnerships

- i. D3: looking into having employers sponsor a vanpool.
- ii. D1: Economic development districts and the resources that they have will be beneficial.
- iii. D4 has contacts and Ron will coordinate with Member McCurdy to get in touch with contacts.

#### c. Potential tech solution for our providers:

- i. D3: Do not know that this technology would answer this question. We want to look at ridership and coverage area, which would be more GTFIS. D3 would like to know what the transit providers say, and member Gresham would hate to see if go against our story of safety in Idaho.
- ii. D1: Would this technology aid or assist in telling our story to tell people to use PT and that it is safe?

#### d. How we deal with the remaining CARES act funds that have not been awarded out?

- i. D3: mentions that VRT is addressing current COVID related expenses, and then the next is resiliency, and strategic direction to follow that. Maybe refrain until we have talked to providers more about what they think, have more of a brainstorming session on what resiliency really is.
- ii. PTAC to start thinking about if another relief package were to occur, what considerations should we take into account? Any advice or any guidance on a potential next round of funding?
- iii. D3: We will want to understand the implications this would have on the FAST act, and going back to our public transportation plan, and identifying what gaps are in there.

### 20. District 3, 5, & 6 PTAC Applications (Chair) - Vote

#### a. District 3

- i. Maureen Gresham – qualifications concurred
  1. Member McCurdy motioned, Member Luttmann seconded
- ii. Sherrie Moppin – qualifications concurred
  1. Member McCurdy motioned, Member Luttmann seconded

#### b. District 5

- i. Kathleen Lewis – qualifications concurred
  1. Member Luttmann motioned, Member McCurdy seconded



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## ***PTAC 06/23/20 Meeting Minutes Continued***

- c. District 6
  - i. Rick Miller – qualification concurred
    - 1. Out for public comment until 06/27/20
    - 2. Member McCurdy motioned, Member Lewis seconded

21. Next Meeting Agenda Review (Chair)

22. New Business and Future Business (Chair)

23. Adjourn (Chair)

- a. Motion by Member McCurdy, second by Member Luttmann
- b. Adjourned at 2:40 pm

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### **Action Items:**

- Duran – Prepare proposal for traveling meeting, including budgeting information, and Idaho Transportation Board perspective.
- Miller – update PTAC Application and present at next meeting for PTAC vote.
- Miller – Bring Charter to October meeting for PTAC vote.