

Minnesota Council on Transportation Access (MCOTA) Meeting
Wednesday, January 27, 2021
1:00 – 3:00 PM
This is a virtual meeting via Zoom.

Join Zoom meeting at <https://umn.zoom.us/j/495285640> if you have computer/device audio.
Or dial by phone either +1 646 558 8656 or +1 669 900 6833, enter meeting ID: 495 285 640. Please
mute the speaker on your computer/device unless you are talking. For phones, press *6 to mute or
unmute and *9 to raise your hand.

Supporting meeting materials available at www.CoordinateMNTransit.org

AGENDA

- 1:00 **Call to Order + Member Roll Call** – Tim Henkel, MnDOT and MCOTA Chair; All
- 1:10 **Review + Approve Agenda** – All
Action: Approval
- 1:15 **Public Comments** [click here to submit comment](#)
Action: Individuals who have signed up to comment at least 2 days prior to the meeting and who are speaking on topics related to an agenda item will receive priority during the public comment period. Members of the public are allowed up to 3 minutes for comment.
- 1:20 **11/18/20 Meeting Minutes** – All
Action: Approval
- 1:25 **Legislative Update**
Action: Information and Discussion
- State Agencies – Erik Rudeen, MnDOT; Diogo Reis, MN Department of Human Services; and other State Agencies relative to transportation access
 - MPTA – Sherry Munyon
- 1:35 **MCOTA Work Teams** – Tom Gottfried, MCOTA Executive Director
1. **Volunteer Driver** – Tom Gottfried
 - **Highlights from Volunteer Driver Virtual Forum Series** – Karen Onan, East Central RTCC and Beverly Sidlow-Tolliver, Arrowhead Regional Development Commission and NE Minnesota RTCC
Action: Information
 - **Brochure** – John Doan, Minnesota Board on Aging
Action: Work Team recommendation and approval

2. **Communications** – Michelle Lichtig, MnDOT and Arlene Mathison, Center for Transportation Studies, U of MN
 - **Legislative Report** – Arlene Mathison
 - **Draft Quarterly Newsletter** – Arlene Mathison
Action: Review and suggest proposed March topics
 - **Website Redesign**
 - **MCOTA-focused content and plans** – Arlene Mathison
 - Background and purpose, proposed plan & timeline, confirmation of using State of Minnesota look/wordmark
Action: Information and approval
 - **RTCC- & TCAP-focused content** – Michelle Lichtig
Action: Information
 3. **Operations** – Tom Gottfried
Logic model for performance measures/indicators for RTCC Phase 4 Work Plan – Jeff Niblack, MMB and Michelle Lichtig
Action: Information
 4. **Research** – Tom Gottfried
Action: Information
- 2:05 **June 23 Agency Senior Leadership meeting** – Tom Gottfried
Action: Information
- 2:10 **Greater MN Regional Transportation Coordinating Councils (RTCCs) & Twin Cities Transit Coordination Assistance Projects (TCAPs)**
1. **Program/Grants Update** – Michelle Lichtig and Noel Shughart, MnDOT
Action: Information
 2. **Presentation: Newtrax** – Scott Olson, Newtrax (TCAP)
Action: Information and Discussion
 3. **Presentation: Southwest RTCC, Phase I & II** – Shelly Pflaum, Southwest RTCC
Action: Information and Discussion
- 2:35 **Agency Updates** – All
- **Olmstead Plan** – Kristie Billiar, MnDOT
 - **Minnesota Board on Aging/DHS** – John Doan and Courtney Whited
 - **Additional Member Round Robin**
Action: Members are invited to share relevant updates or information relative to transportation coordination for 1-2 min. each
- 2:55 **Review Draft Agenda for March 24 Meeting** – Tom Gottfried, All
- 3:00 **Adjourn**

MCOTA Volunteer Driver Virtual Forum Series

- *2/17/21, 9:30-11:30, 4th Stop: How to Start a Volunteer Driver Program*
- *3/17/21, 5th Stop:*
 - *Person-centered Practices & Disability Etiquette for Volunteer Drivers: 9:30-11:30 a.m.*
 - *Cultural Diversity & Equity Training: 1:00-3:00 p.m.*
- *4/21/21, 6th Stop:*
 - *Trauma-informed Care Training: 9:30-11:30 a.m.*
 - *Providing Community Education About People Who Are Deaf and Hard of Hearing: 1:00-3:00 p.m.*
- *7th Stop: Best Practices for Volunteer Driver Programs to include: Safety, Security, Crisis, Medical, Passenger, Resiliency & Boundary Issues:*
 - *5/19/21*
 - *9:30 – 11:30 am (part 1 of 4)*
 - *Module 1 – Safety & Security*
 - *Module 2 – Emergency Preparedness*
 - *1:00 – 3:00 pm (part 2 of 4)*
 - *Module 3 – Passenger Assistance & Safety*
 - *6/2/21*
 - *9:30 – 11:30 am (part 3 of 4)*
 - *Module 4 – Dealing with Difficult Customers and Self Care*
 - *1:00 – 3:00 pm (part 4 of 4)*
 - *Module 5 – Ethics and Boundaries*
 - *Module 6 – Best Practices & Summary*

Future MCOTA Meetings, 1:00-3:00:

- *Wed Mar 24, 2021*
- *Wed May 26, 2021*
- *Wed, June 9, 2021 (possible special meeting)*
- *Wed, June 23, 2021: Agency Senior Leadership Team meeting*