



## MCOTA Leadership Meeting DRAFT Agenda

November 17, 2021 | 1:00 – 3:00 PM  
Meeting will be held virtually 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](http://www.CoordinateMNTransit.org)

- 1:00 **Call to Order and Member Roll Call** (via chat) – Tim Henkel, MnDOT Assistant Commissioner and MCOTA Chair; All
- 1:05 **Review and Approve Agenda** – All  
*Action: Approval (vote, via chat)*
- 1:10 **Public Comment**  
*Members of the public are allowed up to three minutes for comment.*
- 1:20 **September Meeting Minutes** – All  
*Action: Approval (vote, via chat)*
- 1:25 **Debrief Agency Senior Leadership Team Meeting** – Tom Gottfried, MCOTA Director; All  
*Action: Discuss and reflect*
- 1:40 **MCOTA Work Teams** – Tom Gottfried
- Communications Work Team** – Michelle Lichtig, Program Manager
    - Final Annual Report – Arlene Mathison  
*Action: Information*
    - Newsletter – Arlene Mathison  
*Action: Review draft December issue*
    - Website Update?
  - Volunteer Driver Work Team** – Tom Gottfried  
*Action: Information*
    - Next steps on Volunteer Driver Fact Sheet (Brochure)
  - Operations Work Team** – Tom Gottfried

2:10 **Greater MN Regional Transportation Coordinating Councils (RTCCs) & Twin Cities Transit Coordination Assistance Projects (TCAPs) Program/Grants Update** – Michelle Lichtig and Sue Siemers  
*Action: Information*

- **TCAP Presentation**

**Commented [KJK1]:** potential presenters are Sheila Holbrook-White sharing about Washington County's focus groups or Alan Hermann with Carver/Scott County – Michelle and Tom to let CTS know

2:40 **Agency Updates** – All

- Olmstead Plan – Kristie Billiar, MnDOT
- 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 January 26 Meeting** – Tim Henkel, All

3:00 **Adjourn**

**Future MCOTA Meetings (1:00-3:00 p.m.):**

- Jan 26, 2022
- Mar 23, 2022
- May 25, 2022
- June 22, 2022 (MCOTA Senior Leadership Team Meeting)