SUMMARY MINUTES
Rogue Valley Metropolitan Planning Organization
Technical Advisory Committee

April 9, 2014

The following people were in attendance:

RVMPO Technical Advisory Committee

Voting Members in Attendance:

Ian Horlacher	ODOT
John Adam	City of Medford
Jon Sullivan	RVTD
Josh LeBombard	DLCD
Kelli Sparkman	ODOT
Matt Samitore	City of Central Point
Mike Kuntz, Chairman	Jackson County
Paige Townsend	RVTD
Tom Humphrey, Vice Chairman	City of Central Point

Voting Members arriving late:
Robert Miller   City of Eagle Point

Others Present:
Mike Montero

RVCOG Staff
Dan Moore, Andrea Napoli, Bunny Lincoln

1.   Call to Order / Introductions
Mike Kuntz called the meeting to order at 1:52 p.m., without the presence of a quorum. The minutes will be sent to those not present in order to allow them to vote. Those present introduced themselves.

2.   Review / Approve Minutes
Kuntz asked committee members if there were any additions or corrections to the March meeting minutes. Correction: John Adam made the motion to adopt the February minutes.

Due to the lack of a quorum, no approval action was taken.

3.   Public Comment
No public comment was forthcoming.

4.   Draft 2014-15 Unified Work Program
Dan Moore presented the Draft Work Program and asked if any members had questions or

comments to make prior to sending recommendations to the Policy Committee. He added that the draft included incorporation of comments from responding agencies (RVTD, ODOT, etc.).

Due to the lack of a quorum, an email poll will be sent out to ask for comments from the membership.

The additional 36% budget increase is related to the $25,000 dues carryover. Funds will be expended on Air Quality Conformance Modeling and the TGM Fund ($68,000+).

5.   Transportation Improvement Program (TIP) & Regional Plan (RTP) Amendments Public hearing set for April.
Dan Moore said a public hearing is scheduled for May, and ODOT is requesting that the I-5 Medford- North Ashland paving project be amended into the current TIP/STIP and RTP. A TAC recommendation was requested. An email request for comment will be sent out electronically.

6.   RVMPO Public Participation Plan Update
Andrea Napoli, asked for a recommendation to the Policy Committee.   The Plan was last updated in 2007. The update breaks down the various changes made by Staff, and include:

Section 1. Introduction - Map 21 information was added. This does not change any public participation requirements.

Section 3.   Goals & Objectives – Some policy language was revised in the Policies section regarding greater use of the new website, an emails whereby the can be made more aware of MPO activities.

Goal 1. Policy 10 – Based upon a PAC recommendation, language was added to encourage various MPO committee members to make statements (to media) to increase public awareness of MPO activities.

Staff is proposing a 21 day public notice to allow more lead time for legal notifications.

Section 7 has been totally revised to call for Staff and committee review and revision of public participation activities, as opposed to current public review.

Appendix C provides an analysis of public outreach for the 2013 RTP update.

The **"About This Document"** section will be completely revised to summarize the current update process.

The PAC recommended approval of the Plan at their November meeting, and a Policy Committee hearing will be held in May.

Goal 1, Policy 10. - Mike Kuntz spoke about various members speaking directly to the press, and whether such actions might create problems for TAC members. It was agreed by Committee members that it would be better for the TAC not to make a recommendation on the document changes related to this matter, as it is a policy matter.

A brief discussion was held about methods by which to better inform the public about MPO activities. Josh LeBombard questioned if something could be done strategically to familiarize the

public with issues of significant interest. Tom Humphrey said that creativity was often required to boost public involvement. On line surveys were mentioned.

Mike Kuntz requested that this item return to the TAC next month for further discussion.

7. MPO Planning Update
A discussion was held about items to be discussed in May because it will be a joint meeting with the PAC focusing on a presentation on the ODOT/DLCD Strategic Assessment.

Dan Moore clarified that the only electronic recommendations requested would on the UPWP and TIP amendments.

Paige Townsend stated that, due to the lack of a quorum, she was comfortable with an email vote on Public Participation Plan (with edits to Policy #10).

8. Public Comment
Mike Montero pointed out that the word "designated" should be added to the representatives allowed to make statements to the media.

9. Other Business / Local Business
John Adam suggested discussions at a future meeting on how Discretionary Funding money is allocated. Members agreed that this would be a good idea. Paige Townsend said that the graphs might have had a bit more information provided. She likes the STP and CMAQ designations this year. Andrea Napoli commented that some criteria clarifications could be implemented to avoid different interpretations.

Members agreed to place this topic on a future meeting agenda.

Rob Miller, Eagle Point, arrived at 2:30 PM, thereby creating a quorum.

On a motion by Tom Humphrey, seconded by Ian Horlacher, the Unified Planning Work Program (UPWP) was unanimously recommended to the Policy Committee for adoption.

On a motion by Kelli Sparkman, seconded by Tom Humphrey, the March minutes were unanimously approved as amended.

On a motion by Paige Townsend, and seconded by Tom Humphrey, the Public Participation Plan (with the addition of the word "designated" members of the various MPO committees… to Policy 10, page 8) was unanimously recommended to the Policy Committee for adoption.

Members suggested implementing an RSVP mechanism to determine, in advance, if the presence of a quorum would be an issue for future meetings.

Paige Townsend spoke about various focus groups on the HTC Public Perceptions Project and some potential timing for bringing the results to the MPO.

10. Adjournment
The meeting was adjourned at 2:38 p.m.