



Draft Meeting Minutes
Region 6 Policy & Technical Committees Joint Meeting
Monday, March 18, 2024 10:30 a.m.

Livingston County Historic Courthouse, 2nd Floor
112 W. Madison Street, Pontiac, Illinois 61764
Hybrid In-Person and Virtual Meeting

1. Call To order

The meeting was called to order at 10:30 am.

2. Attendance

In Person: Jennifer Sicks, Raymond Lai, Tania Barreto, Francesca Lewis (McLean County RPC); Laura Dick, (SHOWBUS); Kathryn Johnson (East Central Illinois Agency on Aging); Ben Wilson, (Kankakee County RPC); Luke Hohulin, (McLean County Highway Department); Dave White, Shelly Moss (Connect Transit); David Schafer (Transit Operations at IDOT)

Virtual: Melissa Ohrwall, (IDOT), Janet Hood (Mid Central Community Action McLean & Livingston County); Betsy Kurtenbach (Homes of Home); Dietra Kulicke (Chestnut Health Systems); Erin Richey (Good Shepherd Manor, Momence)

3. Announcements

Mr. D. Shaefer: announcements about the HSTP Plan

- The FTA announced in 2005 program changes to the way Human Services Transportation was coordinated in IL. IDOT created 11 HSTP regions to coordinate action plans and to develop a coordinated Human Services Transportation Plan (HSTP). McLean County Regional Planning Commission was selected as the coordinating agency in Region 6. Some of the objectives of the HSTP are to improve transportation systems in disadvantaged communities and to identify service gaps.
- The HSTP is based on input and direction from a Regional Transportation Committee, a team of stakeholders that are interested on the transportation needs of the community. Meetings are required to be in person by the Open Meetings Act.
- To receive vehicles from the 5310-vehicle program, organizations are required to attend and participate in committee meetings in person.

4. Items for Action

Ms. J. Sicks: update of the Region 6 Plan.

- Currently MCRPC staff is in the process of finishing the HSTP Plan update. The last time the plan was updated was in 2016.

- The objective of the Plan is to identify Services Gaps, unmet needs, organizations, groups of people that offer transportation services and that we may not be aware of in Region 6.
- To develop the Plan, MCRPC reached out to the community with a survey and a public forum. The public forum will be held this afternoon online. MCRPC advertised the Forum using several means that include newspapers, radio, emails and flyers posted at strategic locations in the five counties.
- Once completed, the Draft Plan will be sent to all committee members for their review and comments. There will be a 30-day public review period once the draft Plan is completed.
- To implement the new Plan, once it is approved, MCRPC will carry out a large outreach program. Some of the objectives are to include people from different types of communities, especially from rural areas and to educate communities in the types of transportation services available.
- MCRPC staff has also been carrying out program Reviews which include vehicle inspections from Region 6 organizations.

5. Items for Discussion

a. Schedule for Consideration and Approval of 2024 Regional Plan Update

- Public Review period of 30 days, will be notified to all members of the community using social media, flyers and newspapers notifications.
- Review and comments from Region 6 Committee members
- Approval by Region 6 Policy Committee during an in-person meeting

b. Confirmation of Region 6 Policy and Technical Committee members

Ms. J. Sicks:

Bylaws have been sent to committee members; they will have to be reviewed once the Plan is adopted. The most important issue that will need to be fixed is committee membership representation from every County. Aspects mentioned in the bylaws include:

- Policy Committee members – one from each County
- Status of County Transportation Committees
- Technical Committee members – County committees and participating agencies

Ms. L. Dick:

- There is currently an active group in Ford County that is representing disadvantaged populations
- Livingston County has a Human Services Committee, however is more directed toward agencies, they meet quarterly and are very active. This group is responsible

for the Comprehensive Plan and unmet needs. They also represent disadvantaged communities.

- Representatives of these organizations should be asked to travel no more than one hour or 1:30 hours for a meeting.

c. Status of Vehicle Awards from FY 2022 CVP Grant Applications

Ms. Ohrwall:

- For 2022 applications, award letters were posted in Black Cat in Jan/2024
- IDOT will start building vehicles in July 2024 and will be sending updates throughout the building process with information about the timelines and approximate delivery dates.
- Agreements for vehicle contracts will be sent once delivery dates get closer
- For non for-profit partners, Gata profiles need to be in good standing prior receiving any vehicles.
- Next CVP applications will be in 2025. Informational sessions will be held once the date gets closer.

d. Upcoming Meetings – Time, Day, and Date

Committee members were asked to consider meeting the 3rd Monday of every month. The best week of the month will be determined during next meeting.

- e. In-Person Meeting Location**, the meeting will be held at the same location in Livingston County until further notice.

6. County Transportation Committee/Provider Status Updates

- a. Ford: Existing active group, see above (**Item b**).
- b. Iroquois
- c. Kankakee
- d. Livingston: Human Services Committee, see above (**Item b**).
- e. McLean

7. Next Meeting – May 20th, 2024, Livingston County Historic Courthouse 8.

8. Adjourn

Meeting was adjourned at 11:20 am