

MINUTES OF THE MEETING  
ACCESSIBLE TRANSPORTATION COMMITTEE

Tuesday, September 20, 2011  
10 am – Noon  
Lane Transit District  
3500 East 17<sup>th</sup> Avenue – Eugene, Oregon

MEMBERS PRESENT:

Hugh Massengill, Chair  
Mary Otten, Vice Chair  
Misty Brazell  
Mike Cetto  
Aline Goddard  
Stefan Kwiatkowski

Ruth Linoz  
Gail Lundeen  
Bill Morganti  
Eleanor Mulder  
Annie Saville  
Scott Whetham

MEMBERS ABSENT:

Kay Metzger  
Reneé Van Norman

LTD BOARD MEMBER (Ex Officio):

Ed Necker

COMMUNITY REPRESENTATIVES:

Sheila Thomas, LILA

OTHERS PRESENT:

Janice Friend, captioner  
David Braunschweiger  
April Georgi  
Kris Lyon

Marcia Maffei  
Kris McAllister  
Hannah Oliver  
Fred Stoffer

STAFF:

Susan Hekimoglu  
Terry Parker

Rand Stamm

## **I. Call to order**

Mr. Massengill called the meeting of the Accessible Transportation Committee (ATC) to order at 10:03 a.m.

## **II. Introductions, Announcements, Agenda Review**

Those present introduced themselves.

Mr. Morganti noted that the Membership Committee had met September 12 and not September 8 as listed in the staff agenda summary.

To accommodate presenters' schedules, Mr. Massengill said that agenda item X. would be moved to immediately follow item V.

## **III. Audience Participation**

Kris McAllister told the committee that there were some shortages in coverage in Springfield. He also said that he had experienced difficulty contacting and receiving feedback from RideSource. He had called RideSource on several occasions to arrange his ride schedule and had experienced excessive hold time. He said there was confusion as to whether he was a sticker- or a card-holder and he had been referred to managers and had left messages, but there had been no follow-up. As a consequence, he was riding the bus and was not using RideSource.

Ms. Parker said that Kris Lyon was a manager who could meet with him to try to resolve his issues. Ms. Lyons and Mr. McAllister left the room to discuss the situation.

## **IV. Minutes Approval, June 21, 2011**

Ms. Parker offered clarifications and corrections to items in the June 21 minutes as follows:

Under Item II-Introductions, Ms. Parker had introduced Susan Eliot and Mark Person from PSU. They were consultants who were evaluating in-home, in-person assessments but were not actually doing the assessments.

Under Item III-Audience Participation, Ms. Parker noted a comment about Blind Signs© having been installed at Amazon Station "in the last few years," when in reality those signs were installed nearly ten years ago.

Referring to discussion about wheelchair securement in Item VIII-Program Updates, a) LTD: Accessible Services Update, Ms. Parker offered a correction: "LTD had decided there was not anything on the market ~~with~~ other than a four-point tie-down system..." She emphasized that four-point tie-down systems were available for wheelchair securement and that they were used on RideSource, but LTD did not use them in fixed route because users would be unable to self-secure. Later in the same discussion, shoulder straps and seatbelts were discussed and Ms. Parker said that the term "tie-downs" was inappropriate to use in reference to those means of securement.

Later under agenda Item VIII-Program Updates, there was discussion about the RideSource Shopper. The minutes indicated that RideSource had been discontinued in Veneta but Ms. Parker noted that RideSource had never been offered in Veneta although the Shopper service had been. It was discontinued several years earlier.

Ms. Parker corrected the last sentence preceding the meeting's adjournment in the June 21 minutes to read "Ms. Parker said that the ADA did not require the same services in rural areas when service it was limited and commuter-based." She pointed out that many people did not understand that LTD's service area was much bigger than the RideSource service area because the ADA required equivalent RideSource type services only within metropolitan core areas where service was on a regular schedule. LTD's rural services were considered commuter only and were not regular, hourly service.

Mr. Kwiatkowski stated that he was familiar with rural routes. He observed that Cottage Grove seemed to be the rural route with the most buses on weekdays but it had a four-hour gap during the midday. Ms. Parker responded that Cottage Grove would be getting close to the ADA threshold if buses began running more regularly such as every two hours throughout the day.

Mr. Morganti, seconded by Ms. Otten, moved to approve the minutes of the June 21, 2011, minutes with the clarifications and corrections provided by Ms. Parker. The motion carried unanimously.

## **V. Membership Appointments**

The membership committee (Bill Morganti, Mark Phinney, Gail Lundeen, and Hugh Massengill) met on Monday, September 12, to consider applications received to fill two vacancies. Mr. Phinney was unable to make the meeting. The Committee recommended that Stefan Kwiatkowski join the committee as the Metro Rider/Rider Representative of people with Developmental Disabilities and that Mike Cetto join the committee in the At-Large position. Also, Amber Perry, Paul Blaylock, Jill Fish of Lane County DD Services, and Sheila Thomas of Lane Independent Living Alliance (LILA) were recommended for one-year terms as Community Representatives. The full proposed Membership Roster for FY11-12 was attached to the agenda packet (Page 16).

Ms. Hekimoglu added that the Committee recommended Mary Otten's reappointment for a third term and Eleanor Mulder's reappointment for a second term. .

Mr. Morganti, seconded by Ms. Linoz, moved that the Accessible Transportation Committee accept the membership nominations as presented and forward the recommendation of approval to the LTD Board of Directors. The motion carried unanimously.

Ms. Parker introduced Sheila Thomas and said that the other newly appointed Community Representatives were unable to attend. She welcomed everyone to the committee and said she appreciated members bringing different perspectives to the committee's discussions.

At this point, Mr. Cetto and Mr. Kwiatkowski joined the other members at the table.

Because Paul Thompson, LCOG Senior Planner, was there to present agenda item X. and he needed to leave for Salem shortly, that item was moved up on the agenda.

#### **X. Regional Transportation Plan (RTP)**

Mr. Thompson distributed three items: "MPO Basics: RTP Regional Transportation Plan," "Fact Sheet - MPO BASICS," and a purple card "It's How We Get There That Matters!/Opportunity to Comment."

Mr. Thompson had been the regional manager of the RTP for 22 years and this was his seventh update of the plan. He explained that the Metropolitan Planning Organization (MPO) was a federally-required regional planning organization responsible for planning and coordination of everything within the metropolitan area regarding transportation, including construction, preservation, priorities for spending, and setting policies, goals, and objectives. The Regional Transportation Plan was one of the major projects of the MPO and was required to be updated every four years. It looked out 25 years to identify transportation needs of the community over that time and attempted to coordinate them to determine costs. It also set the goals, objectives, and policies by which the transportation system should be developed over the long-term planning horizon.

By federal regulations, the RTP was a project based document that looked at the needs of the street network, transit network, and bicycle and pedestrian networks. It did not deal with ongoing programs or studies.

The draft RTP had been released a couple of weeks previously, and Mr. Thompson said it was available online at [www.theMPO.org/rtp](http://www.theMPO.org/rtp). He could provide a hard copy to anyone who requested it in that format.

Referring to the purple card he had handed out, Mr. Thompson said his purpose in being at the meeting was to let the committee know that the public comment period was open and that there were various ways to provide input. He encouraged those present to participate in open houses on October 6 at Springfield City Hall and October 13 at the Eugene Public Library. Comments could be submitted in any form (by phone, e-mail, written comments, or at the open houses) until November 7.

Ms. Parker said that the Accessible Transportation Committee went through its discretionary grant program every two years to decide what should be funded with the federal funds distributed by the Oregon Department of Transportation. She wondered about the relationship between the project list developed through that process and the projects identified in the RTP.

Mr. Thompson explained that the MPO produced both the RTP with its long-term capital project plan and the short-range Metropolitan Transportation Improvement Plan (MTIP), which was a four-year document. The projects the committee decided should be funded resided in the MTIP.

To use federal funds in a project, Ms. Parker said the project needed to be on a TIP list for the money to be programmed for that project. Mr. Thompson added that the RTP was a guiding document and everything that received funding in the four-year plan either had to be in the RTP or listed in the MTIP as a potential project, or it had to be consistent with the goals, objectives, and policies of the RTP.

Mr. Thompson suggested that committee members review the goals and objectives section of the RTP.

Ms. Parker said that one thing that had changed was that the federal requirement for a Public Transit-Human Services Coordinated Plan was now in place and should be referenced in some way.

Answering a question from Ms. Linoz about forecasting, Mr. Thompson said that the RTP document tried to forecast what would be needed in terms of infrastructure and transit level of service in 25 years by projecting where trips would occur, asking whether that would cause congestion problems on certain roads, and considering what could be done to address those problems.

Mr. Kwiatkowski observed that the listed website did not appear to be local. Mr. Thompson explained that it was local and "theMPO" name had been selected because the local MPO was the longest established MPO in the United States.

Mr. Massengill inquired whether lobbying to get service in Florence would be part of the RTP. Mr. Thompson suggested three venues were available: LTD, the MPO, and Lane Area Commission on Transportation (ACT). He clarified that the MPO covered the Eugene-Springfield-Coburg metropolitan area only, while Lane ACT covered all of Lane County.

Mr. Massengill continued by saying there was little inter-regional connection outside the county and he wondered who would be responsible for those connections 25 years in the future. Mr. Thompson suggested speaking with a legislator was one avenue and another might be the new ODOT committee co-chaired by Eugene Mayor Kitty Piercy that was looking at Eugene-Portland passenger rail issues. Ms. Piercy might know others in a position to receive input.

Mr. Thompson concluded by saying that general comments would be accepted because the direction from the policy board was to receive all comments and provide them to the board. Staff would respond to each, even if the response was that the comment was not relevant to the plan. The public could also send e-mail to the policy board or attend its meetings on the second Thursday of each month and speak during the public comment period at the beginning of the meeting.

Ms. Mulder expressed hope that the Area Transportation Commissions up and down the I-5 corridor would work together to implement whatever plan Mayor Piercy's ODOT committee developed. She reported that she had received an e-mail from Representative Nancy Nathanson announcing that she and Representative Val Hoyle would hold an open house at Campbell Center sometime in October to discuss transportation issues. She suggested that this event would be a good opportunity to contact those legislators.

Ms. Parker asked Ms. Hekimoglu to send information on the open house to the committee.

At this point, the committee returned to agenda item VII.

## **VII. LTD Facilities Update – CSC Doors and UO Station:**

### UO Station

Joe McCormack, LTD Facilities Manager, reported that the UO Station redesign and construction was largely complete and was operational. A City of Eugene street project at 13<sup>th</sup> and Alder had been undertaken at the same time and work continued on that. He was seeking committee input on how the new station was working.

Mr. Whetham said that training would begin the following week. Ms. Parker suggested that Mr. Cetto

might like to connect with Mr. Whetham and join one of his trainings on using the new station. She explained that there were now specific bays for different buses.

Mr. Massengill had been at the station earlier in the day and said that the layout was cleaner. His only concern was that the roofs may be too small to provide adequate shelter during windy and rainy conditions.

Mr. McCormack reviewed the goals of the project and how they had been met. One goal was to be more user friendly, and he believed the assigned bays helped meet that goal because they allowed users to always know where their bus was located. While previously the station failed to meet some ADA requirements, the entire facility was now ADA-compliant. Many obstacles had been removed and everything was at pedestrian level between 13<sup>th</sup> and 11<sup>th</sup> avenues.

Answering Mr. Kwiatkowski's question about buses that boarded closer to 14<sup>th</sup> Avenue, Mr. McCormack said that the project addressed only the blocks between 13<sup>th</sup> and 11<sup>th</sup>.

Mr. Morganti said that prior to the project, there typically were four or five buses stopped at the southbound stop across from Prince Lucien Campbell Hall. Mr. McCormack said that the routes that previously left from that south station would continue to be at that station and not the new one.

Mr. McCormack reported that a traffic signal had been added at the 11<sup>th</sup> and Kincaid intersection to improve efficiency. The 13<sup>th</sup>-Alder and 13<sup>th</sup>-Kincaid intersections had also been looked at but the biggest efficiency impact was determined to be at 11<sup>th</sup> and Kincaid because most of the delays occurred as buses left the station.

Mr. McCormack encouraged committee members to pass along both positive and negative comments as they used the station in the weeks ahead.

#### Customer Service Center (CSC) Doors

Mr. McCormack informed the committee that staff was looking for ways to make the downtown Customer Service Center building more energy efficient and comfortable for those working and waiting there. The building had been designed with motion-activated doors on the east, west and north sides. Those on the east side had been closed because of the wind tunnel effect created when both the east and west doors opened at the same time. That closure had created a dead space inside the building and reopening them would help the adjacent coffee shop tenant. The front north-facing automated doors posed a problem in that they opened and shut each time someone walked by, allowing heat to escape and resulting in extreme temperature changes inside, which made the heating/cooling system very inefficient.

Mr. McCormack identified one solution as changing the north door from being motion-activated to a button control, but leaving it as a sliding door. Adding a button control to the east door also might allow it to be reactivated, but to avoid the wind tunnel effect, he proposed changing it to a swinging door. He preferred leaving the west door as a motion-activated sliding door. There was general consensus that buttons on the east and north doors would be a good idea.

Mr. McCormack indicated that because speed was dependent on the motor itself, swinging doors could operate at the same speed as sliding doors. Committee members discussed concerns about changing the east access point to swinging doors instead of sliding ones. If the east door swung outward, the swing area could cause problems for people with mobility devices and for passing pedestrians who could be hit by the swinging door. Mr. McCormack said that the swing area of a door

could be demarcated so people could avoid being hit.

Mr. Kwiatkowski suggested adding the button control to the east door but leaving it as a slider. He also suggested creating a wall inside that could decrease the wind tunnel effect.

Mr. Necker wondered whether the double sliding doors on the east side could be adjusted so only one of them opened at a time. He believed retaining the sliding door would be safer, easier, and cheaper.

Ms. Saville asked if thought had been given to eliminating the north door altogether to reduce the congestion in that area. Mr. McCormack responded that it had been considered but customer service representatives did not favor that option.

Mr. McCormack agreed that it would be easier and cheaper if the east door was left as a slider. He said that staff would consider the concerns and suggestions of the committee members.

Mr. Kwiatkowski identified a problem with automated doors not being operational on weekends and people with disabilities not having access to the restrooms. Mr. McCormack agreed to look into this issue further.

Ms. Parker asked Ms. Thomas to get feedback from her LILA colleagues and asked that Mr. McCormack provide updates to the committee on how the project was proceeding. He informed the group that changes would not occur this winter and that he would be happy to come back with visuals and ideas as plans developed.

Ms. Parker noted that she could arrange tours for anyone interested. Mr. Whetham offered to provide orientation by request.

### **Item VIII: West Eugene EmX Project Update**

Senior Project Manager John Evans provided an update about progress during the summer months with the West Eugene EmX proposal.

The funding application had been submitted to the Federal Transit Administration the previous week. The extensive analysis required by the application had shown that the project would be cost effective and would therefore compete well for funds. Should the project not go forward, the application could be withdrawn.

Mr. Morganti suggested that the committee take a field trip to see the route.

Mr. Evans described the preferred alternative that had been selected by the community as going from the Eugene Station, west on 11<sup>th</sup>, north on Charnelton, west on 6<sup>th</sup> Avenue to Garfield, south on Garfield and west on West 11<sup>th</sup>, and then to Commerce (near Target). It would return via 7<sup>th</sup> Avenue. This would allow a rider to get on at Commerce and continue to Gateway on the same vehicle.

Mr. Evans projected that the route could open in 2017, allowing for another year of design work and 2-1/2 seasons of construction. It was important to show that the system would be attractive enough to get significant ridership in its first year. One concern that had been raised was that the project's purpose was to attract new riders. Mr. Evans answered that concern by saying that the project would greatly benefit those who were transit dependent and had no other way of getting around.

Analysis had shown that with increased service, there would be more riders and operations and maintenance costs would increase, but over time, the district would save money with reserved lanes and not having to add buses to provide service because of congestion. While EmX would speed up transit movement, it would also speed up regular auto traffic. Roadway widening would occur around most congested intersections.

In some areas, some parking strip or sidewalk space may need to be used for the widened intersections and roadway. Mr. Evans maintained that adequate steps were being taken to mitigate potential effects on private property. The project was only a conceptual design at that point and LTD was doing an outreach process that asked what could be changed that would work better for property owners.

Answering a question from Ms. Mulder about the number of RideSource users who might convert to using EmX because it was easier and faster, Mr. Evans said that was something that should be explored. Ms. Parker explained that through conversations with individuals, staff currently was finding out what services people were able to use and under what conditions. She noted the increasing number of regular buses with low floors, which worked better for both disabled and non-disabled passengers. Mr. Whetham added that he did not have percentages of those who had converted from RideSource to EmX and whether they found it easier to use, but said that many people had made the transition because of EmX's frequency and other benefits.

Ms. Otten asked about LTD staff's earlier preference for the less costly West 13<sup>th</sup> route. Mr. Evans explained that when the City of Eugene and MPC selected the 6<sup>th</sup>-7<sup>th</sup> preferred alternative, LTD was directed to look at what could be done to reduce costs. It had found that by making adjustments to existing bus service to avoid duplication, there would be cost savings over time with the 6<sup>th</sup>-7<sup>th</sup> route. The 13<sup>th</sup> Avenue route saved more in the short-term because it eliminated existing bus service and replaced it with EmX. Mr. Evans emphasized that the \$700,000 that could be saved with the preferred alternative came not from reducing quality of service but by making improvements to the bus network to avoid service duplication.

Mr. Necker said it may be easier for people to understand if the point was emphasized that while there may be some changes in service, coverage would not be eliminated for any area. Mr. Evans added that there would be some changes on some of the Bethel routes, around Jefferson and the west side area, and on Franklin Boulevard but they would not be drastic changes. He said that the Whiteaker area would benefit greatly by having ten-minute service.

Mr. Whetham wondered what barriers the project faced. Mr. Evans responded that most opposition came from property owners along the route who saw buses on West 11<sup>th</sup> Avenue that appeared to be empty and they questioned the advisability of spending money for service that did not appear to be used. Mr. Evans maintained that with more frequent, dependable, and convenient transit service, more people would want to use it. In addition, he said that traffic congestion would be reduced.

Continuing, Mr. Evans said that the MPC approved the preferred alternative with the stipulation that all three voting bodies (the Metropolitan Policy Committee, the Eugene City Council, and the LTD Board) would have an opportunity to revisit their votes. The environmental document would be available in November, and then after a public review process, the document would be finalized. By early in 2012, the voting bodies likely would determine whether they still supported the preferred alternative.



Mr. Evans offered to help arrange a tour if members wished and said that the the committee would hear from him again in the next few months.

**Item IX: LTD Wheelchair Boardings:**

Ms. Parker explained that she had invited LTD Service Planning Manager Will Mueller and Transportation Operations Supervisor Jim Coffman to speak at the meeting because when she had looked at the statistics LTD kept for wheelchair boardings, it appeared that wheelchair boardings were declining, which was contrary to what she thought was happening, and she asked staff to do some checking. She also wanted to know more about the number of users of mobility devices who were left behind at stops due to full wheelchair stations and how long they had to wait to board another bus.

Mr. Mueller said that he would provide some background about what LTD had been counting, that Mr. Coffman would talk about how LTD tried to address the situation when people were left behind, and that they would like the committee to give them a sense of whether their numbers matched what committee members perceived was actually happening.

Mr. Mueller showed a chart indicating that left-behind numbers had increased from 2,500 in 2006 to 18,000 in 2010. Many of those left behind were on the 79 route to the UO Kinsrow housing and on the 82 express route to Lane Community College. The constant flow of students on those two routes and the large number of extra buses operating on them during peak hours exaggerated the problem. While one bus operator might call in 60 people left behind, the bus behind her might pick them all up. Removing those two routes from the count, the left-behind number went from 615 in 2006 to nearly 3,000 in 2010. Wheelchairs not accommodated had gone from nearly 1,000 in 2006 to fewer than 700 in 2010.

Ms. Parker asked Ms. Saville to describe how she reported wheelchairs left behind. Ms. Saville said that she did not drive extremely busy routes. She said there were three manual buttons a driver could push that recorded whether a wheelchair was on, off, or no. In addition, the driver would call Mr. Coffman and tell him how many people had been left behind.

Ms. Parker noted that fall training would retrain and teach drivers how to use these buttons. Mr. Mueller added that a fourth button was used when a person could not be accommodated on the bus but in the future would be pressed whenever someone needed to use a lift/ramp for any reason. He emphasized that these buttons were for counting purposes only.

Mr. Coffman reported that drivers were supposed to call in when someone in a wheelchair could not be accommodated. The buttons referred to earlier did not notify Dispatch. A phone call was necessary for Dispatch to know someone was waiting. He said that sometimes drivers pressed the buttons but forgot to make the phone call.

Mr. Coffman said that when he received a call about a waiting wheelchair, he tried to give the driver of the next bus a heads up that someone was waiting. If that next bus could not accommodate the rider, he tried to send an extra bus, if one was available, to pick the person up. Often, the person was no longer waiting by the time the extra bus arrived. LTD had recently acquired an accessible van from South Lane Wheels, but had not used it yet.

Addressing a question from Mr. Massengill about whether there was an FTA or ADA requirement that something must be done if a user of a mobility device was left behind, Ms. Parker said that the ADA

addressed such an issue only in terms of malfunctioning accessible equipment but did not address overloads as an issue.

Ms. Thomas said that LILA held many events in the downtown area because people had better access to come in to that area. It was more difficult trying to take a large number of wheelchair users from the Eugene Station out to an event. She wondered if there was a possibility of increasing the number of bays in a bus that could be used for wheelchairs. Ms. Parker replied that the committee had looked for ways to add another bay but space limitations made it difficult without sandwiching someone in to a space that would make off-loading much more difficult and cause delays.

Mr. Mueller observed that more articulated buses were being used, allowing LTD to reduce frequency along a corridor while carrying the same number of people. Doing that on the routes along River Road and on route number 12 to Gateway (non-EmX) helped LTD achieve a 12 percent service cost reduction. However, if a third wheelchair bay could not be added to those buses, the number of wheelchairs that could be accommodated would be lower and at some point, that would cause a problem. He perceived that people had become aware of the limitations and were choosing to travel at off-peak times and finding ways to make the system work for them.

Mr. Kwiatkowski said he had not seen fewer chairs or mobility devices and had only seen one left behind at the Agate or Walnut EmX station. He agreed that people were figuring out the best times to use the bus to avoid being left behind.

Mr. Coffman described the 51 and 52 routes as where most misses occurred, since they had gone to hourly service.

Ms. Linoz asked whether the increasing senior population meant there would be an increase in users of mobility devices. Ms. Parker noted that demographically some people were staying healthier longer so it was difficult to project mobility device user numbers.

Mr. Morganti mentioned that he used a wheelchair bay for his cats when he took them to the vet. Ms. Parker told him that if a person with a mobility device needed that space, the driver would ask him to move. Some transit systems required people to move but LTD had not yet taken that step.

Mr. Whetham had noticed inconsistency around drivers asking the general public to move in order to accommodate wheelchairs. Ms. Parker told him that was a training issue and needed to be addressed.

Mr. Massengill requested that the topic be placed on a later agenda for further discussion.

Item X had been discussed earlier so the committee moved on to Item XI.

#### **Item XI: Regional Transportation Options Plan.**

Lane Council of Governments and point2point Solutions were leading a regional effort to study and plan for the most effective application of transportation demand management and transportation options practices to address the goals, objectives, and policies of the Central Lane Metropolitan Planning Organization (MPO) long-range Regional Transportation Plan (RTP).

Petra Schuetz of Lane Council of Governments told the committee that the Regional Transportation Options Plan had many parallels to the Regional Transportation Plan (RTP) the committee had heard

about earlier, but that it was a separate plan. She provided an overview of the project and spoke about how the committee could contribute to the project over the next year and a half.

An unprecedented degree of transportation planning was occurring in the region as all local and regional transportation plans were being updated. The MPO had asked point2point Solutions what it would do if two to three times as much funding was provided for alternative transportation. In order to prioritize resources, a broader range of people needed to help identify priorities. Transportation options included transit, walking, biking, telecommuting, using flexible work schedules, car- and van-pooling and all ways of moving around other than single occupancy vehicles.

Planners hoped to do more in terms of planning advocacy, policy work, and developing actual projects. They were reaching out to the recreation community, economic development, health and wellness communities, accessible transportation groups, and others that were ancillary to the primary work of the Regional Transportation Plan itself. The Regional Transportation Options Plan had grown from this and its intent was to 1) provide feedback to the RTP on policy issues around demand management issues; 2) develop a best practice tool kit for the region so local and regional governments could think about implementing better tools around alternative transportation and infrastructure; and 3) develop a strategic plan in coordination with point2point Solutions over a five to ten year period that would prioritize more robust strategies, projects, and implementation tools for the long-term.

So far, an existing conditions report had been developed and would be posted on the project website soon at [www.regionalto.org](http://www.regionalto.org). The next step was to undertake an opportunities analysis by providing overviews to nontraditional stakeholders such as the LTD ATC. This would lead to developing a set of questions that would apply to accessible transportation issues and to creating focus groups in the fall that would brainstorm solutions, identify predominant issues, and consider what the group would like policy makers to do to change mobility.

Ms. Shuetz said she was at the meeting to make committee members aware of the project and to extend an invitation to participate in a focus group. She asked that the committee identify one or two people she could follow up with to help identify the questions it would be important to ask in the focus group setting. She called attention to notecards she had brought to the meeting that listed the website and her contact information.

Ms. Linoz asked how much of the project dealt with missing infrastructure. Ms. Schuetz replied that this was a component of the project and she mentioned the region-wide effort to build a region network on sidewalk connectivity. The City's Envision Eugene project had looked at transit walkability of the landscape in neighborhoods. At this point, Ms. Schuetz said that limits had not been placed on what could be discussed as long as it related to mobility and non-single occupancy vehicle trips.

Ms. Parker said that Ms. Hekimoglu would serve as the point person for the committee. Ms. Linoz expressed interest in serving as a liaison to help develop an appropriate focus group for accessible transportation issues.

Ms. Schuetz hoped the University and Lane Community College would be represented along with infrastructure and ADA representatives from Eugene and Springfield. She noted that the MPO Citizen Advisory Committee would have its own focus group so there would be some overlap with committee members who served on that group.

The committee turned its attention to agenda item VI.

**VI. Accessible Services Work Plan and ATC Meeting Schedule for 2011-2012**

Mr. Massengill asked Ms. Parker to move the discussion of the work plan to the October 18 meeting agenda. Ms. Hekimoglu noted that the committee would not meet in November or December and called attention to the schedule in the committee's packets.

**ATC Meeting Schedule:** Because this was not a Discretionary Grant biennial year, staff did not anticipate more than six ATC meetings as follows:

September 20, 2011: Program and Project Updates  
October 18, 2011: Begin Coordinated Plan Update  
January 17, 2012: Coordinated Plan Update  
March 20, 2012: Coordinated Plan Update / STF Budget Review  
April 17, 2012: STF Budget Approval  
June 19, 2012: Election of Officers / Membership Appointments

Ms. Parker said that staff tried to schedule meetings as work items arose.

**XIII. ADJOURN**

Mr. Massengill adjourned the meeting at 12:02 p.m.

*(Recorded by Mary Feldman)*