

**MINUTES OF THE MEETING OF THE AMES AREA
METROPOLITAN PLANNING ORGANIZATION (AAMPO)
TRANSPORTATION POLICY COMMITTEE**

AMES, IOWA

OCTOBER 26, 2021

**AMES AREA METROPOLITAN PLANNING ORGANIZATION (AAMPO)
TRANSPORTATION POLICY COMMITTEE MEETING**

CALL TO ORDER: The Ames Area Metropolitan Planning Organization (AAMPO) Transportation Policy Committee meeting was called to order by Ames Mayor and voting member John Haila at 6:01 p.m. on the 26th day of October, 2021. Other voting members present were: Bronwyn Beatty-Hansen, City of Ames; Gloria Betcher, City of Ames; Amber Corrieri, City of Ames; Tim Gartin, City of Ames; Rachel Junck, City of Ames; Linda Murken, Story County Supervisor; Bill Zinnel, Boone County Supervisor; Jon Popp, Mayor of Gilbert; and Jacob Ludwig, Transit Board. David Martin, City of Ames was brought in electronically.

Mayor Haila advised that the Hearing on the Public Participation Plan will be discussed after Consent.

CONSENT AGENDA: Moved by Corrieri, seconded by Betcher, to approve the following items on the AAMPO Consent Agenda.

1. Motion approving Roadway Safety Targets
2. Motion approving Transit Safety Targets
3. Motion approving Transit Asset Management Targets

Vote on Motion: 11-0. Motion declared carried unanimously.

HEARING ON PUBLIC PARTICIPATION PLAN: Public Works Director John Joiner thanked the Mayor for moving this item up on the Agenda. He explained the reason for doing this was because the Public Participation Plan and the Limited English Proficiency Plan updates were incorporated into the FTA Title VI Program.

Transportation Planner Kyle Thompson said that the Public Participation Plan (PPP) is similar to the draft that the Committee saw on September 8, 2021. The PPP details how the Ames Area Metropolitan Planning Organization (AAMPO) plans to involve the public and stakeholders in its transportation planning efforts and activities. The six sections of the PPP are: 1) Introduction; 2) Regulations; 3) Public Outreach Strategies; 4) Public Input Methods; 5) Planning Documents; and 6) Underserved Populations. One of the changes that was made since the draft was viewed in September was the addition of Appendix C, which breaks down demographic data for underserved population groups. Staff had previously addressed all the minor comments that were received from the Iowa Department of Transportation.

Chairperson Haila opened the public hearing and closed it when no one came forward to speak.

Moved by Murken, seconded by Corrieri, to approve the Public Participation Plan.

Vote on Motion: 11-0. Motion declared carried unanimously.

LIMITED ENGLISH PROFICIENCY PLAN: Transportation Planner Kyle Thompson explained that all Metropolitan Planning Organizations (MPOs) are required to have their own Limited English Proficiency Plan (LEP) since they receive federal funding from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). The LEP Plan was prepared in accordance with the U.S. Department of Transportation's requirements and the recent guidelines published by the Iowa Department of Transportation. The LEP Plan is to ensure that all individuals who have limited English proficiency have access to the MPOs various planning documents, activities, meetings, etc. Per the U.S. Department of Transportation recommendation, the LEP Plan follows the four-factor analysis methodology. The four analysis factors and sections of the Plan are as follows:

1. The number and proportion of persons with limited English proficiency who are eligible to be served or likely to be encountered by MPO services and programs
2. The frequency with which persons with limited English proficiency encounter MPO services and programs
3. The nature and importance of the MPO's services and programs in people's lives
4. The resources available to the MPO for outreach to persons with limited English proficiency, as well as the costs associated with the outreach

The LEP Plan lists the following language assistance services and resources that the MPO will leverage:

1. Oral Interpretation Services - The Big Word, City Staff, Google Translate
2. Written translation of vital documents to Mandarin Chinese, per the Safe Harbor Provision requirements
3. Bureau of Refugee Services
4. MPO Website - Automatic translation to over 90 different languages
5. Regional Partners - Coordinate with regional agencies and groups such as CyRide and Iowa State University

Moved by Ludwig, seconded by Junck, to approve the Limited English Proficiency Plan.

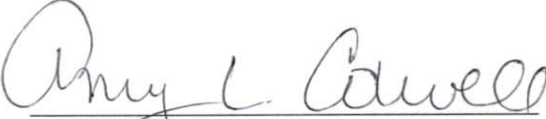
Vote on Motion: 11-0. Motion declared carried unanimously.

FTA TITLE VI PROGRAM FOR SUBMISSION TO THE IOWA DEPARTMENT OF TRANSPORTATION: Transportation Planner Kyle Thompson mentioned that the FTA Title VI Program is something that all Iowa Metropolitan Planning Organizations' (MPOs) are required to submit every three years. This year, the Iowa Department of Transportation (DOT) is requiring that all MPOs submit their updated Title VI Programs by November 1, 2021. The Title VI Program is the MPO demonstrating and discussing how it adheres to Title VI requirements. The Title VI Program prohibits discrimination based on race, color, or national origin in any program or activity that receives Federal funds or other Federal financial assistance. MPO staff prepared the FTA Title VI Program update in accordance with Federal Transit Agency (FTA) regulation and using the template provided by the Iowa DOT. Mr. Thompson highlighted that staff included some demographic maps, which show CyRide's routes, TIP projects, and Long-Range Transportation Plan projects.

Moved by Betcher, seconded by Ludwig, to approve the FTA Title VI Program for Submission to the Iowa Department of Transportation.
Vote on Motion: 11-0. Motion declared carried unanimously.

POLICY COMMITTEE COMMENTS: No comments were made.

ADJOURNMENT: Moved by Corrieri to adjourn the Ames Area Metropolitan Planning Organization Transportation Policy Committee meeting at 6:12 p.m.



Amy L. Colwell, Deputy City Clerk



John A. Haila, Mayor