**Agenda Ideas**

2024 – 2028 Locally Developed Coordinated Public Transit-Human Services Transportation Plan

**Welcome & Agenda Review**

* **Introductions**

**Current Coordination Plan Overview**

* WisDOT Plan Requirements
* State and Federal Grant Programs (Transit 101)
  + Section 5310
  + Other specialized transit funding (85.21, WETAP, other)
  + Public Transportation funding (5311, other)
* Review Previous Coordinated Plans
  + What worked/didn’t?
  + What should be kept/changed/removed?

**County and/or Multi-County Assessment and Strategies Development**

* **Resources**
  + Transit Providers
  + Mobility Managers/Transit Organizers
  + Community Groups
  + Healthcare providers
  + ADRC/Aging Resources
* **Outreach**
  + How do residents know about transit services in your area?
  + What are more/different ways to reach residents on available services?
* **Funding**
  + State and Federal
    - What funding is available?
    - Who has applied?
    - Who can apply?
  + Local Match
    - Source of Local Match (Cash vs In-kind)
    - Who is providing local match?
    - How much local match is required?
    - When is the match required?
  + Reporting Responsibilities
* **Needs and Gap Assessment**
  + Assessment of previous Coordination Goals
  + Assessment of current gaps in transit service/need
    - Areas (geographically)
    - Hours (early morning, late night, 3rd shift, weekend, etc.)
    - Populations (low income, employment, limited English proficiency, etc.)
    - Funding
    - Lack of drivers or vehicles available
* **Goal Setting**
  + Set new goals or alter previous goals to meet the needs of your residents
    - Goals should be general enough to allow multiple projects under but specific enough to create change in our area.
  + Each plan should have at least (3) three goals

**Develop Prioritized Coordination Action Plan**

* Prioritize goals created for your updated plan from most urgent to least urgent
* Assign action items and responsibilities to agencies/providers/organizations to help achieve goals
* Set a timeline for goals to be completed
* Identify potential roadblocks or issues in completing your goals

**Feedback, Suggestions, Comments**

* Keep all meeting logistic documentation, notes, comments, and feedback from the meeting(s)
* Comments can be gathered before the meeting via email or phone or at the meeting
* Distribute and collect Meeting Evaluation Forms and incorporate information into plan
* Submit the final plan and meeting plan documentation to WisDOT via BlackCat