United Community Transit Coalition
Meeting Notice

Thursday, May 16, 2024, @ 2:00 pm

In-Person	**Virtual**
271 W. 3rd St Room 203 Wichita, KS 67202	*This link will give you access directly to the Zoom Meeting.* **JOIN HERE**

Tentative Meeting Agenda	Time
I. **Welcome** – Crystal Noles, UCTC Chair	5 min
II. **February 15, 2024, Meeting Summary**	2 min
III. **Agenda Items**	
A. Regional Transit Implementation Plan – Dora Gallo, WAMPO	5 min
B. Review and Discussion of Toolkit Work Completed by Subcommittees – Jessica Warren, Mobility Manager a. Review of Overall Toolkit Timeline	25 min
C. Discussion of Toolkit Finalization, Collection of Key Stakeholders and Storytellers, and Motivational Stories – Jessica Warren, Mobility Manager	20 min
D. PolicyMap Overview – Jessica Hutton, Wichita Transit	20 min
E. Next Steps – Crystal Noles, UCTC Chair	5 min
IV. **Open Discussion**	8 min
V. **Adjournment** – Crystal Noles, UCTC Chair	

Next Meeting Date: Thursday, August 15, 2024 at 2:00 pm

May 10, 2024

Meeting Summary

United Community Transit Coalition
Thursday, February 15, @ 2:00 PM

Hybrid Meeting: *Online & 271 W. 3rd St, Rm. 203, Wichita, KS 67202*
Meeting Duration: *74 minutes*

Attendees		
Crystal Noles, *UCTC Chair*	Jenny Foster-Farquhar, *Derby*	Dani Lasher, *WAMPO*
Raven Alexander, *Wichita Transit*	Dora Gallo, *WAMPO*	Kristen McDaniel, *Haysville*
Connor Boyd, *Andover*	Jessica Hutton, *Wichita Transit*	Marcela Quintanilla, *WAMPO*
Dan Bronson, *Derby*	Emily Jensen, *Sedgwick County*	Madison Shriner, *Park City*
Ricki Ellison, *Greater Wichita Partnership*	Markey Jonas, *WAMPO*	Austin St John, *Mulvane*
	Lona Kelly, *Harvey County*	Jessica Warren, *WAMPO*

I. Welcome

Crystal Noles, UCTC Chair, opened the meeting at 2:02 PM and welcomed everyone to the United Community Transit Coalition (UCTC) meeting.

II. November 16, 2023, Meeting Summary

UCTC members reviewed the November 16, 2023, meeting summary. There were no concerns.

III. Agenda Items

A. Transit Providers Map and Press Release Updates

Dani Lasher, WAMPO, explained that in September 2023, WAMPO staff began researching to compile data on 5310 applicants and transportation service providers within the United Community Transportation Coalition (UCTC). This information, including organizations with confirmed and potential transportation services, has been incorporated into a dynamic map and press release. The Transit Providers Map, subject to potential name alterations by the coalition, is an interactive ArcGIS map, encompassing a range of transit providers, with features such as an organization toggle and service area details. The Transit Providers Press Release is a comprehensive document that introduces the map, highlights key features, and provides brief profiles for each included organization. The press release will act as an initial introduction to the map but may not match the contents in the future, alternate ways to announce changes will be considered as the map undergoes updates. Additional transit providers have been added since the initial introduction of the map in November 2023 and ongoing efforts will include the prompt integration of data updates to ensure an accurate and

accessible resource. The map can be accessed through the WAMPO website at https://www.wampo.org/public-transit.

Transit Providers Map – https://bit.ly/Transit-Providers-Map
Updated Transit Providers Map Press Release - https://bit.ly/UCTC-Map-Press-Release-2-15-24

B. Regional Transit Implementation Plan

Dora Gallo, WAMPO, reported that the WAMPO Transportation Policy Body signed a with a consultant group on July 11, 2023, to develop a Regional Transit Implementation Plan. Deliverables of the plan include a History Technical Report, Regional Transit Feasibility Report, Future Conditions and Scenarios Report, Steps to Establishing a Regional Transit Authority, an Implementation Plan, and the development and execution of the plan/agreement between transit providers. The Plan, which is set for completion in August 2024, is currently in its public engagement period; WAMPO staff have been conducting a dot activity at tabling events and there will be three public meetings held on Tuesday, February 20, 2024, to gather ideas from the public on ways to enhance public transit in the region. The February 20, 2024, meetings will be from 11:30 AM-1:00 PM at Pathway Church in Goddard, 3:00 PM virtually, and from 5:30 PM – 7:00 PM at the Bel Aire Recreational Complex. For more information, please visit https://www.wampo.org/regional-transit.

Regional Transit Implementation Plan Public Meetings Flyer – https://bit.ly/RTIP-Public-Meetings-Flyer
Regional Transit Implementation Plan Public Meetings Flyer – Spanish Version - https://bit.ly/SP-RTIP-Public-Meetings-Flyer

Discussion: Kristen McDaniels asked if the Regional Transit Implementation Plan public meetings flyer is available on Facebook and Ms. Gallo confirmed that it has been posted on all WAMPO social media accounts and is available on the WAMPO website.

C. Coalition Member Feedback Survey Results

Jessica Warren, WAMPO, provided a summary of the responses received on the UCTC survey that was sent out following the previous meeting in November 2023. The goal of the survey was to discover ways to improve engagement and buy-in from Coalition members.

The survey results can be viewed at https://bit.ly/UCTC-Feedback-Survey-Results

D. Toolkit Writing and Data Collection Subcommittee Breakout Sessions

Ms. Warren shared that the United Community Transit Coalition is in the process of creating a transit toolkit to assist stakeholders in creating a shared vision for transportation in the

WAMPO's meeting minutes are not verbatim. TAC and TPB meetings are recorded and hosted on YouTube @WAMPO Kansas. To request assistance accessing meeting recordings call – (316) 779-1313 or email – wampo@wampo.org.

2   3

region and will include local data, transit statistics, and a variety of guides for community engagement. The toolkit design process is divided into three phases; the first phase is the 9-month Planning Phase, which began at the first Coalition meeting in February 2023. The November 16, 2023, UCTC meeting marked the end of phase one and the launch of phase two, Data Collection and Toolkit Building, which will conclude in August 2024. The third phase, Toolkit Utilization and Upkeep, will be ongoing starting in August 2024. Membership for a Toolkit Writing and Building Subcommittee and a Data Collection Subcommittee, subcommittee tasks, and task deadlines have been established and were presented.

The subcommittees will meet monthly; UCTC members split up into the assigned subcommittees to plan for their March and April meetings.

Subcommittee Membership and Monthly Tasks - https://bit.ly/UCTC-Subcommittees-Tasks

Discussion: Members discussed whether the subcommittees should meet at the same or different times for their monthly meetings, and there was a consensus that the meetings should be scheduled for the same time. Doodle Poll will be used to determine meeting dates/times that work well with subcommittee member schedules.

Following the breakout sessions, the lead of each subcommittee gave an overview of what was discussed. Ms. Warren reported that the Toolkit Writing and Building group discussed website, social media, and video guides, agreeing on the need for content tailored to specific populations like older adults, individuals with disabilities, and those needing transportation support. Each guide will explain its purpose and address UCTC factors. For instance, the website will need background information, provider listings, and accessibility features like screen readers. Videos would require closed captions and translation options. While acknowledging their limited web expertise, the group explored tools like Canva and prioritized developing social media, website, and video content guides by the first deadline. Further details for the remaining sections will be addressed later.

Ms. Gallo reported that the Data Collection group discussed standardizing demographics collected from all providers, settling on age groups (divided into the categories of the general public, elderly, and disabled riders to be consistent with reporting), zip codes of ride origin and destination, possible inclusion of income based on census data, and fleet information including number of vehicles and vehicle type. The main point of uncertainty revolved around which specific agencies to request data from, with subcommittee members deciding to split the list amongst themselves. To streamline the process, an email template will be drafted for members to send to agencies that offer transit services explaining the UCTC, the purpose of

WAMPO's meeting minutes are not verbatim. TAC and TPB meetings are recorded and hosted on YouTube @WAMPO Kansas. To request assistance accessing meeting recordings call – (316) 779-1313 or email – wampo@wampo.org.

3   4

the data collection, and the information requested (demographics, fleet, etc.). The deadline for responses will be March 14, 2024, at 5:00 PM.

IV. Open Discussion

Ms. Noles invited everyone to Butler County's Annual Senior Resource Fair on June 6, 2024, in El Dorado, saying they would love to have more transportation representation present. Event details are available at https://www.bucoks.com/157/Spring-Fling.

Ms. McDaniels announced that the Haysville Senior Center is having its annual Chili Cook-Off and Craft Fair on February 17, 2024. Event details are available at https://fb.me/e/3wieDXNV3.

V. Adjournment

Ms. Noles adjourned the meeting at 3:16 PM.

The next meeting is tentatively scheduled for May 16, 2024, at 2:00 PM

WAMPO's meeting minutes are not verbatim. TAC and TPB meetings are recorded and hosted on YouTube @WAMPO Kansas. To request assistance accessing meeting recordings call – (316) 779-1313 or email – wampo@wampo.org.

4   5

Regional Transit Implementation Plan

PUBLIC MEETING
WEDNESDAY | JUNE 5

CHOOSE ANY MEETING

MEETING 1
10 – 11:30 am

Pathway Church
18800 W. Kellogg Drive | Goddard, KS

MEETING 2
2 - 3:00 pm

VIRTUAL
https://tinyurl.com/WAMPO

MEETING 3
5:30 - 7 pm

Bel Aire City Hall
7651 E. Central Park Avenue | Bel Aire, KS

WE NEED YOUR INPUT

The Wichita Area Metropolitan Planning Organization (WAMPO) is studying the need for more service and what opportunities are appropriate to:

- Better connect suburban and outlying communities with Wichita, particularly for work trips.
- Provide more service within and between communities outside Wichita.
- Provide service to growing employment areas outside Wichita.

Come look at the information prepared and share your ideas on how to foster a connected, thriving community.

Find more information about the project:
wampo.org/regional-transit

Sign up for updates:
tinyurl.com/WAMPOSTAYINTOUCH

6

Executive Summary

UCTC members divided up into two subcommittees to work towards the completion of the toolkit.

Background

On February 15th, 2024, the UCTC members decided to split into two subcommittees and meet monthly to ensure the toolkit is completed on schedule. The components of the toolkit are due in May 2024. The toolkit will be finalized and released to members in August of 2024.

The two subcommittees are:

» Toolkit Writing and Building
» Data Collection

Included are the UCTC Timeline, which detailed the tasks to be done by May 16th, 2024, as well as a detailed breakdown of the members and monthly tasks of each subcommittee.

Attachments

» UCTC Subcommittees - Members and Tasks
» UCTC Timeline

UCTC Subcommittees
Members and Tasks

Toolkit Writing and Building:
- Jessica Warren – Lead
- Madison Shriner
- Ricki Ellison
- Jenny Foster-Farquhar
- Emily Jensen
- Kristen McDaniel

Data Collection:
- Dora Gallo – Lead
- Kaylie Mistretta
- Austin St. John
- Raven Alexander
- Crystal Noles
- Lona Kelly

Task – Toolkit Writing and Building	Due
Guide for social media and website content	March 2024
Guide for videos	March 2024
Guide for rider and driver stories	April 2024
Guide for infographics	April 2024
Guide for one-pagers	May 2024
Guide for flyers	May 2024
Guide for talking points	May 2024

Task – Data Collection	Due
Collect ridership data, rider demographics, fleet information into one document, chart, map, etc.	March 2024
Collect or build heat maps (or appropriate tool) on travel patterns, general population, etc.	April 2024
Collect data on gaps and needs (medical transit, unserved or underserved areas/populations, etc.) onto one document, chart, map, etc.	May 2024

Overall Timeline	Step	Timeline for Step	Responsibility for Step
Planning (9 months, February 2023 - November 2023)	List of Knowledge Gaps (What tools would be best?)	Due August 2023	Mobility Manager
	Elevator Speech (Mission and Vision)	August 2023 - November 2023	Committee TBD
Data Collection and Toolkit Building (9 months, November 2023 - August 2024)	*Guide for each tool (Guidance on how to create an infographic, for example)	November 2023 - May 2024	Committee TBD
	*Collect Data: Ridership, Riders population and demographics, fleet information, BlackCat Data	November 2023 - May 2024	Transit Agencies and KDOT
	*Collect Data: Heat maps, general population and demographics, travel patterns, etc	November 2023 - May 2024	WAMPO
	Collect Data: Transit Cost, Journey of a Transit Dollar	November 2023 - May 2024	WAMPO and Mobility Manager
	Collect Data: Overall statistics (transit impact, medical impact, economic impact)	November 2023 - May 2024	Mobility Manager
	*Motivational Stories - Interviews, videos	May 2024 - August 2021	All
	Identify Key Stakeholders	May 2024 - August 2022	All
	Identify Key Storytellers	May 2024 - August 2023	All
	Combine data and guides to create individualized but unifed end products and messaging	May 2024 - August 2024	TBD
Toolkit Utilization and Upkeep (Beyond August 2024)	Internal Knowledge List - What services are available? How do we become and present as the experts?	Ongoing	

* indicates those tasks to be worked on before February 2024