

# SORTPO

# Technical Committee Minutes

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| **Western Technology Center** | **Red River Technology Center** |
| **Adult Education Bldg 621 Sooner Dr.** | **JDM Business Center, Rm B113** |
| **Burns Flat, OK 73624** | **Duncan, OK 73533** |

**January 16, 2017**

**10:00 a.m.**

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| **Technical Committee Members** | **P/A** | **Technical Committee Members** | **P/A** |
| Laura Chaney  | **A** | Jeff Morton  | **P** |
| Elesia Church | **P** | Monty Profitt | **P** |
| Becky Cockrell | **P** | Basil Weatherly | **P** |
| Jana Harris | **P** | Mike Weixel | **A** |
| Lee Litterell  | **A** | Steve Kelly | **P** |
| Jim Mason | **P** | John Sheppard | **P** |
| Ty Phillips | **A** | Kevin Ouellette | **P** |

1. Call to Order:

 The technical committee meeting was called to order by Jana Harris.

2. Roll Call – Introductions

3. Approval of Minutes: The minutes of the December 08, 2016 meeting were discussed. Motion was made by Basil Weatherly to approve minutes and seconded by Jim Mason, motion passed.

4. Discuss the membership of SORTPO Technical Committee and consider recommending additions or changes to the SORTPO Policy Board. No changes as of now. Discuss after stakeholder’s meetings and identify who are the key people from each county will be. Motion was made by Steve Kelly and seconded by Jim Mason. Motion passed.

5. Discuss information contained in Table 1 SORTPO Technical Committee Topics and how the information will be collected and incorporated into the SORTPO Transportation Planning Process. Julie Sanders discussed that on the Table 1 you will find the counties, dates and times for the following stakeholder’s meetings in February. Julie Sanders explains to the new Technical Committee Members the process of a Stakeholders meeting and how the survey’s allows the community to share their key issues, concerns and trends.

6. Discuss data identified in Table 2 and how it will be utilized in the SORTPO Transportation Planning Process. Julie Sanders discussed that in Table 2 the transportation process we look at data that we can verify the population and employment. The 2010-2014 Census Population Data and 2011-2015 ACS Population and Civilian Labor Force Estimates can give us the most recent data for each county. Julie asked if the Technical Committee had any suggestion. Kevin Ouellette recommended that we look at the school districts that it could help us with the population estimates. Jeff Morton agrees with Kevin Ouellette that by using the Average Daily Membership (ADM) report that it could give the staff a different approach for finding population density for each county. Jeff also asked that we do the elementary different from the high school.

7. Flow Chart for SORTPO. Julie explains how the flow chart shows the responsibilities from the staff, technical committee and then to the Policy Board who has the final vote. Julie also suggested that it would be good to put it in the new orientation manual for the new future board members to understand the roles of each person.

8. New Business:

9. Reports and Comments: Jana Harris expressed how important the stakeholder’s meeting are to the LRTP.

10. Basil Weatherly moved adjournment, Jim Mason seconded.