

KYOVA INTERSTATE PLANNING COMMISSION  
POLICY MEETING

400 Third Avenue  
Huntington, WV 25701

October 2, 2020  
10:00 A.M.

MINUTES

AGENDA ITEM #1: Call to Order – Robert Pasley, Chairman

- Meeting was called to order by Robert Pasley, Chairman

AGENDA ITEM #2: Roll Call – Steve Frye

- Attendees present for the Policy Board Meeting (via Zoom Video Conferencing) are as follows:

Phil Biggs	Chris Kinsey
Robert Carpenter	Patrick Leighty
Brian Carr	Chad Nelson
Nancy Cartmill	Robert Pasley
Eric Chaney	Ron Simpson
Sam Cramblit	Kelli Sobonya
Paul Davis	Chad Toney
Michael Dombrowski	James Turner
Ron Fields	Steve Williams
Michael S. Graese	Thomas Witt

AGENDA ITEM #3: Approval of Minutes from Previous Meeting (July 23, 2020)

- ❖ Motion Cartmill / Davis to approve as presented

AGENDA ITEM #4: Executive Director's Report -- Chris Chiles, Executive Director

- COVID-19 Office Update COVID-19 Impacts
  - Mr. Chiles went over office protocols during the COVID-19 pandemic. He explained that staff members are still working at full capacity. Staff are still working normal business hours, 5 days a week. Two staff members are scheduled in the office each day on a rotating schedule, while everyone else teleworks. The Administrative Assistant has an office phone at her home, and phone calls to the office number are forwarded to her home, as well as the office.
- Suballocated Funds Grant Cycle and Submission
  - Mr. Chiles informed members of changes to the grant cycle and application process for suballocated funds. He explained that applications are now completed and submitted on-line. Additionally, the grant cycle is now open year-round, contingent on available funding.
- Hal Greer Boulevard Corridor Project
  - Mr. Chiles informed members that the project continues to move forward, and the engineering phase is ongoing.
- Chesapeake Bypass / Tri-State Metropolitan Outer belt

- Mr. Chiles informed members that the TRAC has suspended the 2020 application cycle, due to a decrease in revenue during the COVID-19 pandemic. They anticipate opening the application cycle again in the Spring of 2021.
- Lawrence County Transit Deviated Fixed Route Service
  - Mr. Chiles stated KYOVA will utilize CMAQ funds to provide support for the Lawrence County Transit over the next three years.
- Update on KYOVA Transportation Studies  
*(Please refer to KYOVA's YouTube channel for audio/video presentations of project updates)*
  - Huntington Truck Route Study – Kimley-Horn
  - Downtown Huntington Multimodal Parking Study – Kimley-Horn
  - Parking Study for the Huntington Tri-State Airport – Kimley-Horn
  - US 52-SR 7 Safety Corridor Management Plan – HDR
  - Boyd-Greenup County Freight Plan – HDR
  - Lawrence County Transit Study – RLS & Associates
  - Harvey Road PEL Study – E.L. Robinson Engineering
- Mr. Chiles briefly mentioned the various transportation studies KYOVA staff are currently involved with, and directed members to KYOVA's YouTube channel for more information.

AGENDA ITEM #5: Annual Listing of Federally Obligated Projects for West Virginia and Ohio, FY 2020 – Chris Chiles, Executive Director

- Handout Only (no action required)
  - Mr. Chiles informed members that the handout includes all projects involving federal funds for FY 2020. The similar list for Kentucky is due at the end of December and will be presented at the next Policy Committee meeting.

AGENDA ITEM #6: Amendment #2 to FY 2021-2024 Transportation Improvement Program (TIP) and Amendment #14 to 2040 Metropolitan Transportation Plan (MTP) – Chris Chiles, Executive Director

- Resolution #2021-002
- ❖ Motion Biggs / Davis to approve as presented

AGENDA ITEM #7: Submission of KYOVA's FY 2020 Performance & Expenditure Completion Report – Chris Chiles, Executive Director

- Resolution #2021-003
  - Mr. Chiles discussed the Completion Report and how it summarizes the work completed by KYOVA Staff in FY 2020.
- ❖ Motion Biggs / Williams to approve as presented

AGENDA ITEM #8: FY 2021 Transportation Performance Management Coordination Update: KYOVA Safety Targets – Chris Chiles, Executive Director

- Resolution #2021-004
  - Mr. Chiles described the need for Safety Targets, and informed members that KYOVA would support the respective Safety Targets of all three states.
- ❖ Motion Biggs / Williams to approve as presented

AGENDA ITEM #9: KYOVA Participation Plan Amendment #1: Virtual Meeting Policies – Terri Sicking, KYOVA

- Resolution #2021-005
  - Terri Sicking and Chris Chiles described the Participation Plan and need for an amendment to address public participation during the COVID-19 pandemic.
- ❖ Motion Davis / Biggs to approve as presented

AGENDA ITEM #10: Technical Advisory Committee (TAC) & Transit Report – Paul Davis, TAC Chairman

- Transit Systems Update
  - Mr. Davis, General Manager of the Tri-State Transit Authority, gave a transit update for the Huntington area. He discussed the Virtual TAC Meeting held Tuesday, September 29, 2020.
- 5310 Transit Applications for FY 2021
  - Mr. Davis updated everyone on the 5310 Program. He discussed the benefits of the 5310 Program for the community, and stated another call for projects was coming up in March 2021.

AGENDA ITEM #11: Highlights from around the Tri-State: Transit Agencies during COVID-19 – Paul Davis, General Manager & CEO of Tri-State Transit Authority

- Mr. Davis gave everyone a brief history of ridership in downtown Huntington throughout the years. He spoke of Betty Wood, TTA Mobility Manager, and her role in the 5310 Program, as well as opioid response and treatment recovery programs, the decline in ridership and revenue from the impacts of COVID-19, and precautions being taken to keep employees and customers safe.

AGENDA ITEM #12: Old Business

- None

AGENDA ITEM #13: New Business

- Future KYOVA Policy Committee Meeting Dates
  - December 4, 2020
  - February 26, 2021
  - April 23, 2021
  - October 1, 2021
  - December 10, 2021 (tentative)

AGENDA ITEM #14: Adjournment