



## **AGENDA**

### **VETERANS TRANSPORTATION & COMMUNITY LIVING INITIATIVE (VTCLI) STAKEHOLDER MEETING**

**Thursday, April 18, 2019 @ 10:00 a.m.**

**1001 17th St.  
7<sup>th</sup> Fl. Red Rocks Conference Room**

**Conference Call Dial-in Number: 605-313-5107**

**Participant Access Code: 216470#**

- 1. Introductions**
- 2. Project Update**
- 3. Business Rules Discussion**
- 4. Other Updates and Discussion**
- 5. Next Steps**
- 6. Next Meeting - May 16**
- 7. Adjourn**

## MEETING SUMMARY

### Veterans Transportation and Community Living Initiative (VTCLI) STAKEHOLDERS MEETING #14 Thursday, March 21, 2019

DRCOG – 1001 17<sup>th</sup> St. – 7<sup>th</sup> Fl. Red Rocks Conference Rm.  
Denver, CO 80202

<b>Attendee</b>	<b>Organization</b>
Tim Hutchison*	Broomfield Veterans Service Office
Moira Moon*	Colorado Dept. of Transportation
Troy Larson*	Colorado State Unit on Aging
Roger Teal*	Demand Trans
Stacey Moslet	Denver Veterans Services
Carol Buchanan*	Denver Regional Mobility and Access Council
Kate Williams*	Denver Regional Mobility and Access Council
Matthew Helfant	Denver Regional Council of Governments
Heather Kamper	Denver Regional Council of Governments
Travis Noon	Denver Regional Council of Governments
Amber Leberman	Denver Regional Council of Governments
Steve Erickson	Denver Regional Council of Governments
Rand Clark*	Douglas County
Tom Grushka	National Renewable Energy Lab
Paul Hamilton*	Regional Transportation District
Larry Buter*	Regional Transportation District
Teague Kirkpatrick*	Routematch
Hank Braaksma*	Seniors' Resource Center
Erica Hamilton*	Transit Plus
Suzanne O'Neil*	Transit Plus
Lisa Curtis*	Via Mobility

*\*by phone*

Heather Kamper, DRCOG, called the meeting to order at about 10:30 a.m.

### Project Updates

Matthew Helfant and Heather Kamper presented the following updates:

- A sole-source contract was executed with Routematch for API development.
- Meetings are now defined as a General meeting or an Early Adopters (i.e., the MSAA project pilot partners) meeting.
  - A 3½ hour Business Rules-focused Early Adopters discussion (with SRC, Via, Broomfield, and RTD Flexride and Access-a-Ride) was held at DRCOG the previous afternoon (March 20).

Two separate Business Rules documents are needed: 1) a framework document for Early Adopters in the pilot; and 2) a larger, more detailed document—a Coordination Policy Manual. For the framework document, four different categories to be established: 1) Business Operations for providers; 2) Financials for the pilot; 3) Provider profiles, and 4) Data entry rules.
- An informal request for proposals for consultant assistance to help facilitate discussion and write the Business Rules documentation has been made. Proposals are due on March 22.

- Matthew noted CDOT and DRCOG will issue a joint call for projects next month with two different funding pots:
  - 1) FTA 5310 Denver-Aurora Urbanized Area funds; and
  - 2) the new DRCOG 2020-2023 TIP *Human Services Transportation* (HST) set-aside funding (HST set-aside funding available is \$1 million a year for 4 years.)

A funding swap is being proposed so that HST set-aside funding can be used as local match for the 5310 call. A discussion of the joint call and funding swap proposal will be presented at the [March 25 DRCOG TAC meeting](#).

- Heather provided several anticipated short-term timeline goals:
  - **April 5** – Routematch will be done building out the system for DRCOG and will be integrating into the trip exchange hub.
  - **April 15** -- Routematch will be onsite at DRCOG to do training.
  - **April 22** – After training, system will go live at DRCOG.
  - **Summer 2019** - The pilot will be held during the summer.
- A DRCOG meeting with Demand Trans and Routematch to establish systems administration will be scheduled.
- Teague Kirkpatrick, Routematch, said API enhancements development work will involve about six months, but said trips exchanges would be functional before then. He noted Routematch will also be training the other participants as well as DRCOG staff. Heather noted the framework will need to be in place before actively exchanging trips.

### **Project Rebranding Logo- Color Palette Discussion**

Steve Erickson, DRCOG communications and marketing director, and Amber Leberman, DRCOG communications manager, presented the [brand identity proposal](#) for the project. There was general agreement on the name, Ride Alliance, and the red/blue theme.



The meeting ended at around 11:25 a.m. The next meeting is April 18, 2019.