**MoDOT District Ambassadors’ Meeting**

February 6, 2013

Held at Missouri S&T

Attendees:

Heath Pickerill – MO LTAP

Kristi Barr – MO LTAP

Gregg Wilhelm – MoDOT, St. Louis District

Dion Knipp – MoDOT, Central District

Marsela Ward – MoDOT, Kansas City

Elquin Auala – MoDOT, Southeast District

Chad Zickefoose – MoDOT, Southwest District

Julie Zibert – MoDOT, Southwest District

Bill Stone – MoDOT, Construction and Materials

Jeff Huffman – MoDOT, Construction and Materials

Kenny Voss – MoDOT, Local Programs

**Introduction**

Heath welcomed all of the district ambassadors and thanked them for attending. He then gave a brief overview of Missouri LTAP. The following topics were covered:

**Road Scholar Program**

* + There are currently 42 agencies registered.
	+ There have been 15 graduates to date.
	+ 7 graduates from the City of Republic were the first to be recognized at the ceremony held at the Republic City Council meeting on August 23.
	+ 7 other graduates were recognized at the MACTO Conference on November 2.
	+ There will be 8 more graduates from Platte County by the end of the year.
	+ We started offering Level II classes during the summer.

**District updates**

St. Louis - Gregg reported the following:

* They have distributed BRM funds through the East West Gateway MPO.

Central – Dion reported the following:

* There was $3.1 million to distribute; 11 projects were awarded.
* Safe Routes to School award letters are being sent out by Jeff Cremer.
* Dion stressed the RFQ process in the award letters. Recipients were only allowed 7 days to respond.
* Jenny Jones assists Dion with the LPA in the district.

Kansas City – Marsela reported the following:

* They have awarded their enhancement funds.
* They work with their MPOs.

Southwest – Chad reported the following:

* They had 31 applications and only awarded 13.
* There was $3 million to allocate.
* They had a total of 5 Safe Routes to Schools projects; 4 infrastructures and 1 non-infrastructure.

Southeast – Elquin reported the following:

* There was $2.9 million to allocate. They had 10 projects total.
* They held a mandatory meeting with all of the recipients.
* They had a total of 8 Safe Routes to Schools projects; 5 infrastructures and 3 non-infrastructures.

**LPA related discussion**

**Construction Inspection**

* There is interest from MoDOT in the Construction Inspection course offered through APWA.
* This type of training is required for MoDOT employees.
* Some of the MoDOT staff could help with the training.
* The Environmental staff does training.

**Introduction to Materials**

* It will be basic information on materials.
* The following suggestions were made:
* Add a lot of pictures and examples
* Include the buy American information
* add delivery information on how materials are accepted
* include when to do inspection
* information on preconstruction meetings
* why it is important to have a quality plan

**Right-of-Way training**

* Is there a real need for it?
* How do we get a Right-of-Way instructor?
* Rick may have some ideas.
* Kelly Lucas at MoDOT may be able to help.
* Roy knows someone from his district that may be able to teach it.
* Bill Hampton could likely teach it but would not do it for free.
* The following suggestions were made:
* Think about making it a teleconference course.
* There is a course with a section on Right-of-Way that Bill Hampton developed.
* It would be helpful to include some environmental information.
* It would teach local agencies how to work with the public so that they are friendly about a project.
* There are easy-to-use Standard Forms.

**Closing comments**

* We should post a list of available workbooks on our website.
* Beth Wright is the contact to see about MO-LTAP filling the training gap for MoDOT.
* Bill suggested consolidating some of our contact lists.
* Jeff said we should utilize the Regional Planning Commissions as much as possible. Kenny added the RPC’s are going to be more involved with federal funds.
* Julie said she appreciated the overview of MO-LTAP.
* Kenny looks forward to expanding the partnership between the LPA and MO-LTAP.