



Fall Edition

eNEWSLETTER

THIRD QUARTER 2017

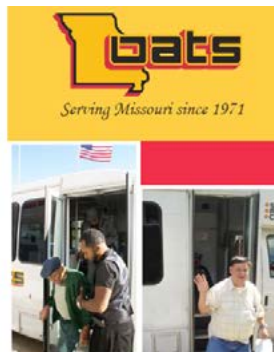
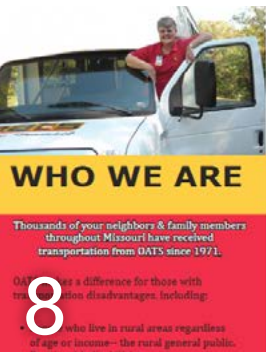


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NEED TRAINING?

Call our office to schedule training for your agency at **1.573.341.6155**

National RTAP is a program of the Federal Transit Administration dedicated to creating rural transit solutions through technical assistance, partner collaboration and FREE training.



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LETTER FROM THE MANAGER

DEAR TRANSIT FRIENDS,

I hope everyone enjoyed the 2017 MPTA Annual Conference August 6-8, 2017 in Springfield. We always look forward to seeing everyone. I want to thank John Rice for participating in the Missouri Rural Network Session. He assisted Doreen in outlining the scheduling process for the 2018 training. I also want to thank those who submitted questions during the session. We enjoyed answering them and addressing any concerns you have about the processes and procedures for the MO-RTAP program. Because we were not able to answer them all, we have included the remainder in a Q&A section in this eNewsletter on page 5 and 6.



Heath Pickerill, Missouri RTAP Manager

We want to thank everyone for doing a great job completing your Application for Training Assistance form before the conference. If you have any upcoming travel, please remember to submit the form at least 30 days in advance. All of the reimbursement forms are available on the RTAP website under the scholarship reimbursement tab at www.mortap.com. If you have any questions when completing the forms, please contact Doreen at 571-341-6155. If you have any questions or concerns about any of the policies, please do not hesitate to contact me at pickerillh@mst.edu or by phone at 573-341-7637.

Please remember that classes such as National Transit Institute (NTI) training are eligible for reimbursement through the scholarship program. OATS held an Advanced Mobility Device Securement Workshop in Columbia this summer. See page 4 for a summary and photos of this exciting event. Hosting this type of class is an excellent way to diversify the training you provide to your employees.

We always enjoy hearing from you so we can share what is happening in the rural transit agencies throughout the state. I want to thank the Southeast Missouri Transit Operators for sharing information on their meeting in Dexter, MO with all of us. See page 6 for a photo and list of everyone who attended. Share your latest events with us and have them included in an upcoming edition of the MO-RTAP eNewsletter. I hope everyone has an enjoyable and productive fall.

Best wishes,

A handwritten signature in black ink that reads "Heath Pickerill". The signature is fluid and cursive.

Heath Pickerill
Missouri RTAP Manager



NTI COMES TO OATS TRANSIT

THIS SUMMER OATS was able to take advantage of a training opportunity offered by Rutgers University-National Transit Institute (NTI). Michael Noel and Russ Parish from NTI trained 30 OATS employees during the two-day course held in Columbia. The purpose of the **ADVANCED MOBILITY DEVICE SECUREMENT WORKSHOP** was to demonstrate and practice problem-solving skills for securing powered mobility devices. Topics covered during the two-day workshop included:

- Federal requirements regarding securement and seat belt use;
- Pre-trip preparation tasks;
- Identifying mobility device securement equipment;
- Determining effective strap securement locations on mobility devices;
- Explaining the use and placement of seat belts and shoulder belts;
- Recognizing how proper body mechanics and exercise can reduce the risk of on-the-job injuries.

Those at the Workshop said it was well worth their time to attend, and informative about the various regulations dealing with wheelchairs and mobility devices. "I felt there was so much that I could walk away with to improve my own skills, and also share with my fellow drivers" said Brian Woolery, Driver Trainer at OATS Sedalia office. Corporate Trainer Nancy Brown added "This was an excellent addition to our Train the Trainer program. Russ and Michael demonstrated new ways to secure mobility devices that included class participation and group problem solving." OATS has about 35 Driver Trainers around the state, plus a corporate trainer, who help the company adhere to safety regulations and annual training requirements.

Funding for this training was made possible by the Missouri Rural Transit Assistance Program. For more information about OATS, check our website at oatstransit.org.

Story by Jill Stedem, OATS, Inc.



ADVANCED MOBILITY DEVICE SECUREMENT WORKSHOP



MISSOURI RTAP SESSION AT THE 2017 MPTA ANNUAL CONFERENCE



It was wonderful visiting with most of the rural transit agencies at this year's MPTA Conference. I hope everyone took full advantage of being in Springfield, MO and did some exploring or maybe attended the Springfield Cardinals Game at the Redbird Roost.

On Monday, August 7th, after the welcome and opening plenary, I hope you participated in one of the workshops or checked out the exhibit hall and bus display. The MPTA Conference is a great opportunity to learn fresh ideas and obtain valuable information from the guest speakers and collaborate in small groups in the workshops.

During the MO Rural Network Session with MoDOT, Heath provided program updates for the 5311 participants as well as changes to the 2018 training schedule and even more importantly, lessening the training load on John Rice, RTAP Instructor. John and I worked together to request that agencies send more drivers to a scheduled training date as long as the number in attendance didn't exceed what John was comfortable with training. In doing this it would eliminate a day or two from John's training calendar and transit drivers would remain in compliance. In the event a driver cannot attend the scheduled training, an option is to send the driver to another rural transit agency to receive training.

We decided to switch things up a bit this year by asking you to submit questions on paper that pertained to rural transit and we would answer as many as possible during our allotted time. Due to running out of time, we have included

the remaining questions with answers below. Once again, it was great seeing you at the 2017 MPTA Conference and we'll visit again at the 2018 MPTA Conference in Columbia, MO. Until then, if there is anything I can assist you with regarding RTAP training or the Scholarship Reimbursement Program, please make sure to contact me.

FYI, Here is for those who asked questions about my very first grandbaby who was due on August 22, 2017. I did take two days off right after she was born and then took a full week off. Olivia is a blessing and a gift and I plan to spoil her always!

Olivia Fay Harkins was born on **AUGUST 8, 2017** at **10:36 pm** at **St. Luke's Hospital** in **Kansas City, Missouri**



QUESTION AND ANSWERS

IF YOU ARE ALREADY CPR TRAINED, DO YOU HAVE TO GO THROUGH IT AGAIN WITH MISSOURI RTAP?

Yes! The National Safety Council CPR certification is good for two years. If you completed CPR on May 22, 2017, you will be due by May 22, 2019.

HOW OFTEN ARE TRAININGS AVAILABLE AWAY FROM MISSOURI S&T'S CAMPUS?

ALL MO RTAP training is conducted at the rural transit provider's facility or their designated training location, NOT at Missouri S&T.

HOW MANY DRIVERS DO YOU REQUIRE FOR A TRAINING (OVER AN HOUR AWAY)?

We cannot send John Rice, MO RTAP Instructor, to an agency to train less than ten people. We need to utilize our training dollars as best as possible and sending John to train less than ten people is not cost effective. If an agency only has a few drivers that need trained, there is likely another rural transit agency that is conducting a training nearby that the drivers can attend. All MO rural transit agencies are open for other agencies to send drivers to their trainings.

ARE MILEAGE APPLICATIONS AVAILABLE ONLINE?

If you are attending a conference or workshop pertaining to rural transit and will be driving a Privately Owned Vehicle (POV), mileage can be reimbursed using the MO RTAP Scholarship Reimbursement Program. You must first complete an Application for Training Reimbursement Form 30 days prior to the start of the conference or workshop and submit to Doreen Harkins at harkinsd@mst.edu The application will be reviewed and approved and a copy sent to your email.

****All forms pertaining to the MO RTAP Scholarship Reimbursement Program which includes the Application for Training Reimbursement, Personnel Travel Form, and Agency Invoice Form are ALL online at the MO RTAP website under "Scholarship Reimbursement Program". In addition, please read the Training Reimbursement Application Instructions prior to submitting an application. Any questions, please call Doreen Harkins at (573) 341-6155.**

DOES MO RTAP HAVE "EVACUATION PROCEDURES" TRAINING? QUESTION FROM OATS, INC.

Yes! It has recently been incorporated into the already existing "Emergency Procedures" training. The Evacuation Procedures portion of the training will include hands-on training for evacuating clients from the transit vehicle, location of all vehicle exits, operation of the emergency lift backup pump, and more. Emergency Procedures training is now 1 ½ hours in length since adding Evacuation Procedures information.

HOW OFTEN SHOULD YOUR AGENCY HAVE TRAINING FROM MO RTAP? QUESTION FROM CITY OF EXCELSIOR SPRINGS.

MO RTAP does not mandate the requirements when rural transit training is due. Those are established by the agency who is your contract provider.

WHAT KIND OF TRAINING DOES MO RTAP OFFER? QUESTION FROM SCOTT COUNTY TRANSPORTATION SYSTEM.

A Class Catalog is offered on the MO RTAP website that provides a short description and length of the trainings MO RTAP provides: mltrc.mst.edu/mortaphome/mortaptraining/

IF WE DON'T EAT THE BREAKFAST PROVIDED AT A CONFERENCE, CAN WE GO ELSEWHERE AND GET REIMBURSED? QUESTION FROM LICKING BRIDGE BUILDERS.

Yes, that is allowable but must be noted on the Personnel Travel Form when submitting paperwork for reimbursement of conference travel expenses.

CAN A MoDOT 5311 PROVIDER REQUEST A NEW CLASS FOR JOHN RICE TO INSTRUCT? QUESTION FROM SMTS, INC.

Yes! Please contact MO RTAP and Doreen will coordinate with John to find out if he needs DVD's or any training materials ordered to provide a new course to rural transit agencies.

WHAT TRAINING IS REIMBURSABLE THROUGH MO RTAP? QUESTION FROM OATS, INC.

Most training related to rural transit per approval from MO RTAP and MoDOT.

ARE THERE VIDEO TRAINING DVD'S THAT CAN BE USED WHEN A DRIVER MISSES A CLASS? QUESTION FROM FRANKLIN COUNTY TRANSPORTATION COUNCIL, INC.

We do not have DVD's that we keep in stock at the MO RTAP Office. If there is a specific DVD you must have or if your DVD is outdated, the Scholarship Reimbursement Program may be able to assist with the cost of the purchase if approved by the MO RTAP manager. Be advised, if the training is not conducted by John Rice, MO RTAP cannot provide a certificate to show completion of a training.

IS MO RTAP PLANNING TO ADD AN ADDITIONAL TRAINER ANY TIME SOON? QUESTION FROM OATS, INC.

We are open to hiring another trainer to help John Rice, but plan to continue using John Rice until he is ready to retire. In the meantime, we want to initiate some succession planning to prepare for the day that John is ready to stay home on his farm. We hope that is several years down the road.

CAN A TRANSIT AGENCY GET REIMBURSED FOR MILEAGE INCURRED BY THEIR TRAINER TRAVELING TO DIFFERENT REGIONS TO CONDUCT TRAINING? QUESTION FROM OATS, INC.

We highly encourage the transit agency to utilize one of their own transit vehicles if their trainer must travel to a different region to conduct training.

WHAT IS THE MILEAGE RATE NOW?

The current mileage rate for 2017 is \$.505 per mile driven in a POV to attend a conference or workshop. Fuel when transit vehicles are driven is not reimbursable.

SOUTHEAST MISSOURI TRANSIT OPERATORS MEETING



ON SEPTEMBER 21, 2017, the Southeast Missouri Transit Operators met for a meeting in Dexter, MO with Madison Nguyen from Safety Vision. Ms. Nguyen presented valuable information on video and camera solutions for transit vehicles. Those in attendance included Steve Colbert and Tom Mogelnicki from Cape Girardeau Transit Authority, Rachel Garrett and Patricia Ayers from Stoddard County Transit, Laura Oldham from Ripley County Transit, Gloria Myers from Mississippi County Transit, Marilyn Schlosser from Scott County Transit, and Kristi Rawlings and Katrina Hodges from Dunklin County Transit.



Gorgeous Fall Foliage Drives in Missouri



EVERY FALL THE LEAVES TURN and the countryside turns into a blur of deep reds, burnt oranges, and brilliant burgundy. These nine Missouri areas deserve a worthy road trip to take to the wheel and explore your own state in a new light.

The fall foliage road trip starts in Weston Bend State Park and ends at the border of Missouri in Table Rock State Park. At **WESTON BEND STATE PARK**, travelers can enjoy a short hike to the lookout for a beautiful view of the Missouri river. Next up, **PARK UNIVERSITY** in **PARKVILLE**. Park was founded in 1875 and its oldest building, Mackay Hall, was built from limestone that was mined on campus ground.

Hungry yet? Grab a bite to eat at **J. HUSTON TAVERN**, which is one of the oldest taverns in Missouri and is located on the grounds of the Arrow Rock State Historic Site.

A few stops later, Hermann is the official wine country of Missouri and those looking to taste delicious wines while taking in the views should definitely make a stop here. **THE HERMANN WINE TRAIL** consists of 7 wineries located in Hermann and other surrounding towns. Perhaps it might be worth it to spend the night there and continue onwards the next day!

ELEPHANT ROCKS STATE PARK and **TAUM SAUK MOUNTAIN** are Missouri highlights and boast more than just a few rocks to climb about in the cool, crisp air! Both parks are filled with trails to wander through while enjoying the fall scenery. Stand atop the highest point in Missouri at Taum Sauk Mountain and take in all the fall foliage and tree lines with a fantastic view.

The crystal waters of the Current River give off the most beautiful reflection of the fall trees that tower over them. You'll also be driving along the **OZARK NATIONAL SCENIC RIVERWAY** which is beautiful in itself. Move along down the road and tour the **OLD ALLEY MILL** before walking along the beautiful cool springs.

End your trip at **TABLE ROCK STATE PARK** in Branson after the summer crowds have left to pass the time on the lake or wander through back roads to see all the hidden gems the area has to offer. It makes it the perfect ending to a beautiful and relaxing drive.

To view the entire road trip and travel directions, visit onlyinyourstate.com/missouri/fall-foliage-road-trip-mo/.



If you have not submitted your 2018 training request, please submit to Doreen Harkins ASAP.
2018 Request for Training Form

FORMULA GRANTS FOR RURAL AREAS - 5311

THE FORMULA GRANTS FOR RURAL AREAS program provides capital, planning, and operating assistance to states to support public transportation in rural areas with populations of less than 50,000, where many residents often rely on public transit to reach their destinations. The program also provides funding for state and national training and technical assistance through the Rural Transportation Assistance Program.

View [presentations](#) from the 17th Biennial FTA State Programs Meeting/State Public Transit Partnerships Conference, August 16-18, 2017.

ELIGIBLE RECIPIENTS

Eligible recipients include states and federally recognized Indian Tribes. Subrecipients may include state or local government authorities, nonprofit organizations, and operators of public transportation or intercity bus service.

ELIGIBLE ACTIVITIES

Eligible activities include planning, capital, operating, job access and reverse commute projects, and the acquisition of public transportation services.

STATUTORY REFERENCES

Funding and Match

The federal share is 80 percent for capital projects, 50 percent for operating assistance, and 80 percent for Americans with Disabilities Act (ADA) non-fixed route paratransit service. Section 5311 funds are available to the States during the fiscal year of apportionment plus two additional years (total of three years). Funds are apportioned to States based on a formula that includes land area, population, revenue vehicle miles, and low-income individuals in rural areas.

Intercity Bus Program

Each state must spend no less than 15 percent of its annual apportionment for the development and support of intercity bus transportation, unless it can certify, after consultation with intercity bus service providers, that the intercity bus needs of the state are being adequately met.

Technical Assistance Resources

Training and Technical Assistance is available through the [National Rural Transit Assistance Program](#).



AVAILABLE TRAINING PROGRAMS

The following is a list of the training programs and a course description of each that are currently available to rural transit providers through Missouri RTAP. Requests for training can be made by contacting Doreen Harkins, MO-RTAP Program Specialist, at harkinsd@mst.edu or 573-341-6155.

1. AGGRESSIVE DRIVING — 1 hour.
2. BACKING SAFETY — 1/2 hour.
3. BASIC FIRST AID — 1 hour.
4. BLOOD BORNE PATHOGENS — 1 hour.
5. CPR & BASIC FIRST AID — 4 hours.
6. DEFENSIVE DRIVING — 3 hours.
7. DISTRACTED DRIVING — 1 hour.
8. DIVERSITY & AWARENESS TRAINING - *PROVIDING QUALITY CUSTOMER SERVICE FOR TRANSPORTATION PASSENGERS WHO HAVE DISABILITIES* — 2 hours.
9. DRIVEN TO EXTREMES — 1 hour.
10. DRUG ABUSE AWARENESS IN RURAL TRANSIT — 1 HOUR.
11. EMERGENCY & EVACUATION PROCEDURES — 1 1/2 to 2 hours.
12. ENTRY LEVEL CDL DRIVER TRAINING — 2 hours.
13. FATIGUE AWARENESS FOR DRIVERS — 2 hours.
14. HIPAA — 1 hour.
15. OPERATION LIFESAVER - HIGHWAY-RAIL CROSSING SAFETY — 1 hour.
16. PASSENGER ASSISTANCE/MOBILITY AID SECUREMENT — 2 hours.
17. REASONABLE SUSPICION TRAINING FOR SUPERVISORS — 2 hours.
18. REVERSING THE TREND - *BACKING SAFETY*— 1/2 hour.
19. SAFE & SECURE PROPER INFANT AND CHILD SEAT INSTALLATION — 2 hours.
20. SENSITIVITY AWARENESS — 1 hour.
21. WHEELCHAIR SECUREMENT — 2 to 3 hours depending on number of participants.
22. WINTER DRIVING SAFETY — 1 HOUR.



For more information on classes and to register please visit: mltrc.mst.edu/mortaphome/mortaptraining/

RESOURCES

National RTAP – Rural Transit Assistance Program

www.nationalrtap.org/

Transportation Safety Institute – Transit Safety & Security Training Division

www.tsi.dot.gov/Transit.aspx

Federal Transit Administration – Rural Transit Assistance Program Page

[www.fta.dot.gov/funding/grants/
grants_financing_3554.html](http://www.fta.dot.gov/funding/grants/grants_financing_3554.html)

National Transit Institute

www.ntionline.com/

Kansas RTAP – Kansas University Transportation Center

[www.kutc.ku.edu/cgiwrap/kutc/rtap/
index.php/index.html](http://www.kutc.ku.edu/cgiwrap/kutc/rtap/index.php/index.html)

Transportation Research Board's (TRB) Transit Cooperative Research Program (TCRP)

www.tcrponline.org/

