



## Far West Texas El Paso Regional Transportation Coordination Committee (WTEP)

### MINUTES - STEERING COMMITTEE

In-person and via Zoom – May 5, 2022 @ 1pm

- I. Following welcoming comments and introductions, the meeting was called to Order by Victor Reta, WTEP Board Chairperson, at approximately 1:35.
- II. Steering Committee Members Participating (P), Absent (A).
  - A. Officers
    1. Chairperson - P Victor Reta, City of Socorro
    2. Vice Chair - A Yvette Lugo, Area Agency on Aging
    3. Secretary - P Mary Nuñez, Big Bend Community Action Committee
    4. Past chairperson - P Sal Alonzo, El Paso County Transit
  - B. Steering Committee
    1. Lourdes Torres - A New México Family Services
    2. David Armijo - P South Central Regional Transit District
    3. Sonia Arceo - A City Representative, Village of Vinton
    4. Astrid Bunner - P El Paso Sun Metro
    5. Xavier Bañales - P Amistad
  - C. Other attendees included:
    1. Jeffery Howell - MPO
    2. XXXXXXX
    3. Celia Garcia - Amistad
- III. Business items addressed at the meeting included:
  - A. Members were reminded that the Quarterly Progress Index Report will be submitted to TxDOT to report activities during the funded period (March 1, 2022, through August 2026). The report will detail how the regional plan is being implemented. Amistad, the lead agency received funding through TxDOT for an 18-month period (March 1, 2022, through August 31, 2023). Funds will support expenses related to supporting WTEP.
  - B. The Quarterly Progress Index Report (QPIR) was presented by steering committee member Xavier Banales. He presented the five goals and the operating objectives that relate to each goal. Committee members were asked to provide input as to the timeframe to complete each objective, the priority level that had been assigned, and other columns in the report such as Partners, how progress is measured, who provides support, etc.

There were no major changes presented and thus the QPIR will be used to guide the implementation of the regional plan, and the plan will be reviewed regularly at future meetings. Modifications to the QPIR can be made as long as TxDOT is notified as to the changes.

- C. Celia Garcia, Amistad's staff support person, reported that the regional plan is about to be printed and when printed copies are available, they will be distributed to the member agencies and to other individuals to be identified. One hundred copies will be printed. Further, she also announced that the WTEP website would be re-activated in the coming month as it has been down since late last year.
- D. It was announced that Letters of Participation needed to be renewed as the current ones were done three years. Per the Bylaws, they need to be renewed every three years. In July, member organizations will be asked to submit a new Letter of Participation as a member agency of WTEP.
- E. The site of the June 16<sup>th</sup> WTEP meeting was discussed. It had been suggested that it be held in Marfa and hosted by Big Bend Community Action Committee (BBCAC). Victor Reta stated that having the meeting at BBCAC would allow WTEP members to tour this agency and become familiar with the services they provide. Information regarding travel arrangements, whether it would be virtual as well as an in-person meeting, and related logistical issues were discussed. It was agreed that a survey be conducted and based on responses, a decision would be made as to the location for the June 16<sup>th</sup> meeting.

IV. Announcements..... Next WTEP Meetings

- June 16
- August 18
- October 20
- December 8

V. The meeting adjourned at 2:26pm.

Prepared: Xavier Bañales, Steering Committee Member

Reviewed by: Mary Nuñez, WTEP Steering Committee Secretary