

PPP Amendment

January 26, 2015



CAPE COD
COMMISSION

The CCRTA annually prepares a Program of Projects (POP) that outlines the expenses of planned operations for the Federal Transit Administration (FTA). In this region, the POP is included in the Transportation Improvement Plan (TIP) and presented to the Joint Transportation Committee (JTC) and Metropolitan Planning Organization (MPO). Participation in the MPO process fulfills Program of Projects (POP) requirements for public participation as required by the FTA. FTA triennial reviews seek statements identifying that POP requirements are fulfilled by the MPO process in the Memorandum of Understanding (MOU), Public Participation Plan (PPP) and on TIP public meeting notices.

The amended PPP will include the following identifying statement that will be placed on page 7 of the PPP:

The CCRTA prepares a Program of Projects (POP) that outlines the expenses of planned operations for the Federal Transit Administration (FTA). The Program of Projects (POP) is included in the TIP. The public discussions of the TIP at CCJTC, MPO, and transportation meetings satisfies the POP public hearing requirements of the FTA and are structured to comply with federal and state laws, regulations, executive orders, and related provisions requiring nondiscrimination in public engagement. This includes, but is not limited to Title VI of the Civil Rights Act of 1964 (Title VI), the Americans with Disabilities Act (ADA), and the MA Public Accommodation Law. Public meeting notices for CCJTC and MPO will also include a statement identifying that they satisfy the POP public hearing requirements of the FTA.

The following statement will be added to meeting notices:

The public discussion of the Transportation Improvement Plan (TIP) at CCJTC, MPO, and transportation meetings satisfies the Program of Projects (POP) public hearing requirements of the Federal Transit Administration (FTA).

A sample page from the PPP and meeting notice is attached

In addition to the statement, several other changes to the PPP text are outlined on the following pages.

The following contains a list of text changes to the PPP

- Pg 10- removed the term regulated
 - Transportation decision making and project development processes ~~are regulated~~ follow set procedures, including the need to give the public opportunities to participate.
 - pg 11- rephrased sentence, removed incorrect references
 - The ~~MPO-transportation~~ section of the Cape Cod Commission website is a resource for people wanting information about the MPO programs, projects, and activities.
 - Project websites are important tools for people who cannot attend meetings. Members of the public can review presentations and meeting summaries and provide comments through emails and letters to the MPO staff. ~~People with disabilities that limit their ability to attend meetings can also review information and submit comments to the MPO staff on the website.~~ People who cannot attend meetings may also review information on the website and submit comments to the MPO staff.
 - pg 12 – edited grammer
 - One method that may ~~be additionally~~ be used is comment cards.
 - pg 14- removed redundant statement
 - Along with scheduling a room, posting notices and ensuring accommodations are in place for a meeting to be well attended; meeting planners are also obligated to conduct outreach to encourage attendance, including groups protected by anti-discrimination laws, ~~with which the MPO must comply.~~
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- pg 19- removed CCRTA contact information, changed public library website.
 - c. The public notice has been delivered directly to individuals, organizations, and other stakeholders that represent Title VI populations in the region. Notice may be sent to the entities below with the instruction that they forward the notice among their own distribution lists and/or post it.
 - i. The MassDOT Office of Diversity and Civil Rights, <http://www.massdot.state.ma.us/OfficeofCivilRights.aspx>
 - ii. The MassDOT Communications
 - iii. Community Leaders
 - iv. Cape Cod Regional Transit Authority, capecodtransit.org
~~Cape Cod Regional Transit Authority~~
~~Hyannis Transportation Center~~
~~215 Iyannough Road~~
~~PO Box 1988~~
~~Hyannis, MA 02601~~
~~Phone: 508-775-8504~~
~~Fax: 508-775-8513~~
 - v. Public Libraries, <http://info.clamsnet.org/>
<http://www.yellowpages.com/cape-cod-ma/public-libraries>
 - vi. Schools/Universities
 - vii. Chambers of Commerce, <http://masshome.com/cofc.html>
 - viii. Local Legislators
 - pg 21 added reference to appendix
 - iii. The Cape Cod MPO Accessible Meeting Checklist (**Appendix B**)
 - pg 22 removed reference to local S: drive
 - The Disability Commission, (~~S:\Civil Rights\ADA\Disability Commissions~~) <http://www.cityofboston.gov/Disability/>
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- pg 26 and 27 rephrased confusing sentence
 - If a meeting planner is not aware of the racial, ethnic or national origin background of the individual or group being engaged, it is similarly possible to research Title VI groups individually, using query strings to the group or individuals and Massachusetts, the regional area or the locality where the group or individual is based. ~~This information is useful in gaining a basic understanding of traditions and holidays which may impact participation, through to a more thorough understanding of complex considerations like values, beliefs and relationship to government and/or transportation.~~ This information is useful in gaining a basic understanding of traditions, values, beliefs, holidays and relationship to government and/or transportation which may impact participation.
 - pg 38 removed inapplicable statement
 - To reserve an assistive listening device contact the Cape Cod Commission at (508) 362 3828 or ~~Contact~~ MassDOT Facilities at 857-368-9560. ~~Departments that frequently host public meetings are encouraged to purchase Assistive Listening Devices so that they are readily available.~~
 - Appendix C revised foreign language statements (also on TIP meeting notice).
 - ~~Para solicitar una traduccion de este document al Espanol, por favor llame (508)362-3828~~
Para solicitar una traducción de este documento en español, por favor llame al (508) 362-3828
 - ~~Para solicitar una traducao deste document para o Portugues, por favor ligue (508) 362-3828~~
Para solicitar uma tradução do documento em Português, ligue para (508) 362-3828
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Transportation Improvement Program

From the RTP, proponents of projects and programs move items toward implementation. Following evaluation by the MPO staff, the JTC, and the MPO, projects graduate to the list of funded items. While the RTP process requires covering a minimum of 20 years, the TIP comprises four years of projects.

The TIP includes both "highway" and transit projects. "Highway" projects are typically construction projects which include projects such as intersection improvements, roadway reconstruction, multi-use path construction, bridge repairs, and various maintenance activities. A list of transit projects for inclusion in the TIP is prepared by the CCRTA. All projects programmed in the TIP must be within the anticipated funding available from federal, state, and other identified funding sources.

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CAPE COD MPO PUBLIC PARTICIPATION GOALS

The MPO has the following public participation goals that agency representatives and those working in concert with the MPO on transportation projects and initiatives should strive to achieve:

1. Obtain Quality Input and Participation

Comments received by the MPO are to be encouraged and reviewed to the extent they can be useful, relevant, and constructive, and contribute to better plans, projects, programs, and decisions.

2. Establish Consistent Commitment

The MPO strives to communicate regularly and develop trust with communities, while helping build community capacity to provide public input, as needed.

3. Increase Diversity

Participants who are encouraged to participate in public engagement processes should represent, as appropriate to a project or those impacted, a range of socioeconomic, ethnic, and cultural perspectives and include people from low-income and minority neighborhoods, people with limited English proficiency, and other traditionally underserved people.

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BARNSTABLE, MASSACHUSETTS 02630



CAPE COD
COMMISSION

(508) 362-3828 • Fax (508) 362-3136 • www.capecodcommission.org

Cape Cod Metropolitan Planning Organization (MPO) Meeting Agenda

DATE/TIME: **January 26, 2015, 11:00 AM**

PLACE: **Cape Cod Commission (CCC) Conference Room**

Call to Order

Minutes of December 15, 2014

Public Comment

Coordinated Public Transit-Human Services Transportation Plan: Technical Corrections to the CPT-HST Plan.

— Patrick Tierney, CCC Technical Services Planner

Regional Transportation Plan: - Draft Goals and Objectives and Performance Measures.

— Steve Tupper, CCC Technical Services Planner

Public Participation Plan (PPP) Amendment: Vote to Release PPP Amendment.

— Patrick Tierney, CCC Technical Services Planner

Memorandum of Understanding (MOU) Amendment: Vote to Release MOU Amendment.

— Patrick Tierney, CCC Technical Services Planner

Reports and Other Information

Project Updates and Other regional reports from MassDOT Highway Division District 5 Office, Cape Cod Regional Transit Authority (CCRTA), and the Cape Cod Commission.

Other Business / Next Meeting/Adjourn

This meeting is accessible to people with disabilities. The Cape Cod Commission/Cape Cod Metropolitan Planning Organization provides reasonable accommodations and/or language assistance free of charge upon request (including but not limited to interpreters in American Sign Language and languages other than English, assistive listening devices and alternate material formats, such as audio tapes, Braille and large print, as available). For accommodations or language assistance please contact the Cape Cod Commission by phone: (508) 362-3828, fax (508) 362-3136, TTY (508) 362-5585 or email frontdesk@capecodcommission.org

Title VI Notice of Nondiscrimination: The Cape Cod Metropolitan Planning Organization (MPO) complies with Title VI of the Civil Rights Act of 1964 and related federal and state statutes and regulations. It is the policy of the Cape Cod MPO to ensure that no person or group of persons shall on the grounds of Title VI protected categories, including race, color, national origin, or under additional federal and state protected categories including sex, age, disability, sexual orientation, gender identity or expression, religion, creed, ancestry, veteran's status (including Vietnam-era veterans), or background, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity administered by the Cape Cod MPO. To request additional information about this commitment, or to file a complaint under Title VI or a related nondiscrimination provision, please contact the Cape Cod Commission's Title VI Coordinator by phone at (508)362-3828, TTY at 508-362-5885, fax (508) 362-3136 or by e-mail at mhevenor@capecodcommission.org.

If information is needed in another language, please contact the Cape Cod Commission's Title VI Coordinator by phone at (508)362-3828.

Para solicitar una traducción de este documento en español, por favor llame al (508) 362-3828

Para solicitar uma tradução do documento em português, ligue para (508) 362-3828

The public discussion of the Transportation Improvement Plan (TIP) at CCJTC, MPO, and transportation meetings satisfies the Program of Projects (POP) public hearing requirements of the Federal Transit Administration (FTA).