



Board of Directors Meeting of the
Central Midlands Council of Governments

Thursday, September 24, 2020 ♦ 12:00 p.m. ♦ CMCOG Conference Room (Virtual Meeting)

OVERALL AGENDA

ACTION

A. Call to Order and Introductions

Steve MacDougall,
Chair

1. Determination of a Quorum
2. Approve Order and Contents of the Overall Agenda
3. Invocation
4. Introduction of New Board Member- Dr. Todd Beasley, Richland County

B. Consent Agenda

1. Approval of the June 25, 2020 Board Meeting Minutes (*Attachment 2*)
2. FY 2020 – 2027 MPO Transportation Improvement Program (TIP) (*Attachment 3*)
3. FY 2020 – 2027 RPO Transportation Improvement Program (RTIP) (*Attachment 4*)
4. Approval of the August 27, 2020 Board Meeting Minutes (*Enclosure 1*)
5. Financial Statement (thru June 30, 2020) (*Enclosure 2*)
6. CMCOG Authorization of Section 5307 Funds (*Enclosure 3*)
7. CMCOG Authorization of Section 5339 Funds (*Enclosure 4*)
8. TIP Amendment – FY 2019 Section 5307 Funds for CMRTA (*Enclosure 5*)
9. CMCOG DBE Plan Update (*Enclosure 6*)
10. Title VI Plan Update (*Enclosure 7*)

C. Regular Agenda

1. UPWP Amendment – On Call Public Participation Consultant (*Enclosure 8*)
2. UPWP Amendment – Translation Services (*Enclosure 9*)

Reginald Simmons
Reginald Simmons

D. Announcements / Committee or Staff Reports / Correspondences

1. Regional Long-Term Care Ombudsman Program Update (*Enclosure 10*)
2. Executive Director's Report (*Enclosure 11*)

Anna Harmon
Benjamin Mauldin

E. Old/New Business

F. Other Business

G. Adjourn

REMINDER: The next CMCOG Board Meeting will be held on Thursday, October 22, 2020 in the CMCOG Conference Room

Note: Full Agenda packets can be found on the CMCOG website at www.cmcog.org.



**Board of Directors Meeting of the
Central Midlands Council of Governments**

Thursday, June 25, 2020 ♦ 12:00 p.m. ♦ CMCOG Conference Room via Virtual Platform

BOARD MEMBERS PRESENT:

Vina Abrams, Newberry County
John Andoh, The Comet
Melissa Atkins, Lexington
Will Brennan, City of Columbia Council
Susan Brill, Richland County
Kyle Crager, Fairfield County
Todd Cullum, Lexington County Council
Smokey Davis, Lexington County
Rusty DePass, City of Columbia
Joyce Dickerson, Richland County Council
Shawn Epps, City of Columbia
Doug Fabel, Richland County
Mike Fanning, Fairfield Leg. Delegate
Roger Gaddy, Mayor Town of Winnsboro
William Leiding, City of Columbia
Robert Liming, City of Columbia
Paul Livingston, Richland County Council
Steve MacDougall, Town of Lexington Mayor
Jim Manning, Richland County Council
Yvonne McBride, Richland County Council
Chakisse Newton, Richland County Council
Elise Partin, Mayor, City of Cayce
Shealy Reibold, Richland County
Cornelius Robinson, Fairfield County Council
Jeffrey Salters, Lexington County
Charles Simpkins, Lexington County
Debbie Summers, Lexington County Council

GUESTS PRESENT:

Julian Burns-Chairman, Kershaw County Council
Eric Harris - The COMET
Lottie Jones-Executive Director, Santee-Wateree
RTA
Darren Ledbetter – SCDOT
Christina Lewis – SCDOT
Joey McIntyre – SCDOT
Chris McKinney-Executive Director,
Santee-Lynches COG
Dr. Arlene Prince-The COMET
Michelle Ransom - The COMET

STAFF MEMBERS PRESENT:

Jessica Foster, Operations Coordinator
Chanell Jackson, Finance Director
Ben Mauldin, Executive Director
Reginald Simmons, Deputy Executive
Director/Transportation Director
Gregory Sprouse, Planning Director

A. CALL TO ORDER

Chairman Steve MacDougall called the meeting to order at 12:01 p.m. on May 28, 2020.

1. Determination of Quorum

Chairman MacDougall declared the presence of a quorum

2. Approve Order and Contents of the Overall Agenda

3. Invocation

Shawn Epps gave the Invocation.

B. CONSENT AGENDA

1. Approval of the May 28, 2020 Board Meeting Minutes, approved
2. FY 2020 & 2021 UPWP, approved
3. FY 2020 & 2021 RPWP, approved
4. FY 2021-2027 MPO Transportation Improvement Program (TIP), approved
5. FY 2021-2027 RPO Transportation Improvement Program (RTIP), approved

MOTION, approved

Robert Liming moved, seconded by Doug Fabel, to approve the consent agenda. The motion was approved unanimously.

C. Regular Agenda

C1. Financial Statement (July 1, 2020 – March 31, 2020)

Chanell Jackson gave a brief update on the financial statement. Ms. Jackson noted that the COG is on target of where we need to be.

MOTION, approved

Robert Liming moved, seconded by Mike Fanning, to approve the Financial Statement (July 1, 2019-March 31, 2020). The motion was approved unanimously.

C2. FY 2021 CMCOG Annual Budget and Work Program

Ben Mauldin provided an overview of the budget planning process. The total recommended budget is \$14,209,523, which includes pass-through funds.

A brief discussion

MOTION, approved

Mike Fanning moved, seconded by Joyce Dickerson, to approve the FY 2021 CMCOG Annual Budget and Work Program. The motion was approved unanimously

C3. 2021-2027 TIP Amendment-Section 5310 Projects

Reginald Simmons requested approval to add four (4) Section 5310 Projects to the 2021 - 2027 TIP and the Human Services Transportation Coordination Plan. CMCOG is the designated recipient for the Section 5310 Program. The goal of the program is to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services. The grant funds can be used for several functions which includes capital needs, operating assistance, and mobility management.

In the past year, CMCOG has solicited a call for projects. On March 27th & June 4th, CMCOG released the call for projects for the FFY 2018 funding cycle. CMCOG received four (4) applications that requested a total of two (2) vehicles, operating assistance and mobility management. All four projects were determined to be eligible to receive federal funds. With the inclusion of project administration, the following allocations were made:

	Total	Federal	Local
• Mental Illness Recovery Center (1 Vehicle)	\$49,654	\$39,723	\$9,931
• CMRTA (Mobility Management)	\$375,000	\$300,000	\$75,000
• Babcock Center (1 Vehicle)	\$60,000	\$48,000	\$12,000
• Senior Resources (Operating Assistance)	\$50,000	\$25,000	\$25,000
• CMCOG Administration	\$24,810	\$24,810	
• Total	\$559,464	\$437,533	\$121,931

MOTION, Approved

Robert Liming moved, seconded by Susan Brill, to approve the 2021-2027 TIP Amendment-Section 5310 Projects. The motion was approved unanimously

C4. 2040 LRTP Amendment-Safety Performance Measures

Reginald Simmons requested approval to amend the 2040 Long Range Transportation Plan to include the performance targets identified in the Central Midlands Regional Transit Authority (CMRTA) Public Transportation Agency Safety Plan. The Public Transportation Agency Safety Plan (PTASP) regulation, at 49 C.F.R. Part 673, requires covered public transportation providers, such as CMRTA and State Departments of Transportation (DOT) to establish safety performance targets (SPTs) to address the safety performance measures (SPMs) identified in the National Public Transportation Safety Plan (49 C.F.R. § 673.11(a)(3)). CMRTA has completed their safety assessment and has identified that no fatalities, injuries, and/or other safety events have been reported in the past five years. Based in this information, CMRTA has established that their safety targets are to be set at zero for fatalities, injuries, and other safety events. CMRTA has also established that their system reliability performance target will be set at 15,000 miles which matches their current contract amount with their service contractor.

MOTION, approved

Robert Liming moved, seconded by John Andoh to approve the 2040 LRTP Amendment-Safety Performance Measures. The motion was approved unanimously.

C5. 2021-2027 TIP Amendment-Lugoff-Elgin Connector

Reginald Simmons requested approval to amend the 2021 – 2027 TIP to add \$550,000 in Section 5307 CARES Act Funds for the Lugoff-Elgin Connector. Lottie Jones of Santee-Wateree RTA and Chris McKinney of Santee Lynches Council of Governments provided an overview. Santee Wateree RTA in partnership with Kershaw County, Santee Lynches Council of Governments and the Central Midlands Council of Governments has had several studies done to assess the need for transit services in the West Wateree portion of Kershaw County which is part of the COATS MPO. The Lugoff-Elgin Connector was designed based on these studies to assist in connecting the citizens in Kershaw County with medical services that are located in the City of Camden as well as COATS Urbanized Area. The route will include access to the following:

1. Grocery stores
 - a. The Food Lion and IGA in Elgin
 - b. The Food Lion in Lugoff
 - c. The Piggly Wiggly and Walmart in Camden.
2. Healthcare
 - a. Allows access to most healthcare facilities in Camden as well as the hospital
3. Schools
 - a. This route connects to Lugoff-Elgin and Camden, etc.

The route will run 5 times a day/5 days a week. The route will also connect to the COMET bus service in Richland Northeast. CMCOG has negotiated this to be a two-year pilot project with Santee-Wateree RTA.

A brief discussion to place

MOTION, approved

Todd Cullum moved, seconded by Joyce Dickerson, to approve the 2021-2027 TIP Amendment-Lugoff-Elgin Connector. The motion was approved unanimously.

D. Announcements

Chairman MacDougall recognized Shawn Epps for his service on the CMCOG Board of Directors.

E. OLD / NEW BUSINESS

No old/new business was brought forth.

F. OTHER BUSINESS

No other business was brought forth.

G. ADJOURN

There being no further business, the meeting adjourned at approximately 12:59 p.m.

The Board of Directors of the Central Midlands Council of Governments approved these minutes at its August 27, 2020 meeting.

Benjamin J. Mauldin, Secretary-Treasurer

Steve MacDougall, Chairperson



Memorandum

TO: All Members of the CMCOG Board of Directors

FROM: Reginald Simmons, Deputy Executive Director/Transportation Director

DATE: September 24, 2020

SUBJECT: FY 2020 – 2027 MPO Transportation Improvement Program

REQUESTED ACTION

The Central Midlands Council of Governments' staff requests to change the fiscal years of the MPO Transportation Improvement Program (TIP) from the FY 2021 – 2027 TIP to the FY 2020 – 2027 TIP. Please be advised that the complete plan is available on our website at www.centralmidlands.org

PROGRAM DESCRIPTION

Each metropolitan planning organization (MPO) is required, under 49 U.S.C. 5303(j), to develop a Transportation Improvement Program (TIP)—a list of upcoming transportation projects—covering a period of at least four years. The TIP must be developed in cooperation with the state and public transit providers. The TIP should include capital and non-capital surface transportation projects, bicycle and pedestrian facilities and other transportation enhancements, Federal Lands Highway projects, and safety projects included in the State's Strategic Highway Safety Plan. The TIP should include all regionally significant projects receiving FHWA or FTA funds, or for which FHWA or FTA approval is required, in addition to non-federally funded projects that are consistent with the Long Range Transportation Plan (LRTP). Furthermore, the TIP must be fiscally constrained.

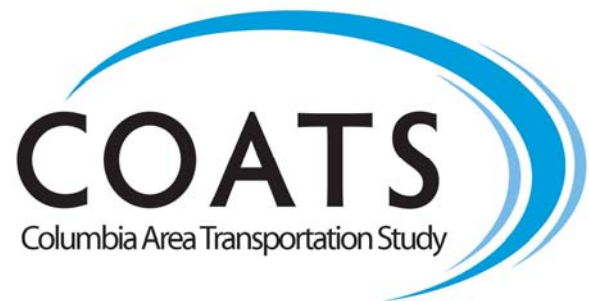
The MPO Policy Committee (CMCOG Board of Directors), adopted the FY 2021 – 2027 TIP on May 28, 2020. The TIP was ratified by the MPO Policy Committee on June 25, 2020. In order to maintain the ability to make amendments during the remaining months of FFY 2020, CMCOG has been requested to change the TIP from federal fiscal years FY 2021 – 2027 to FY 2020 – 2027.

ATTACHMENT TIP COVER

COLUMBIA AREA TRANSPORTATION STUDY

2020 – 2027

TRANSPORTATION IMPROVEMENT PROGRAM



ADOPTED: JUNE 25, 2020



CMCOG fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information or to obtain a Title VI Complaint Form, please visit our website at: www.centralmidlands.org, or call 803.376.5390.



Memorandum

TO: All Members of the CMCOG Board of Directors

FROM: Reginald Simmons, Deputy Executive Director/Transportation Director

DATE: September 24, 2020

SUBJECT: FY 2020 – 2027 RPO Transportation Improvement Program

REQUESTED ACTION

The Central Midlands Council of Governments' staff requests to change the fiscal years of the Rural Planning Organization (RPO) Transportation Improvement Program (TIP) from the FY **2021** – 2027 TIP to the FY **2020** – 2027 TIP. Please be advised that the complete plan is available on our website at www.centralmidlands.org

PROGRAM DESCRIPTION

Each rural planning organization (RPO) is requested, by SCDOT, to develop a Rural Transportation Improvement Program (RTIP)—a list of upcoming transportation projects—covering a period of at least four years. The RTIP must be developed in cooperation with the state and public transit providers. The RTIP should include capital and non-capital surface transportation projects, bicycle and pedestrian facilities, other transportation enhancements, and safety projects included in the State's Strategic Highway Safety Plan. The RTIP should include all regionally significant projects receiving FHWA or FTA funds, or for which FHWA or FTA approval is required, in addition to non-federally funded projects that are consistent with the Rural Long Range Transportation Plan (RLRTP). Furthermore, the RTIP must be fiscally constrained.

The CMCOG Board of Directors, adopted the FY 2021 – 2027 RTIP on May 28, 2020. The RTIP was ratified by the CMCOG Board of Directors on June 25, 2020. In order to maintain the ability to make amendments during the remaining months of FFY 2020, CMCOG has been requested to change the RTIP from federal fiscal years FY **2021** – 2027 to FY **2020** – 2027.

ATTACHMENT

TIP COVER



ADOPTED: JUNE 25, 2020

CENTRAL MIDLANDS COUNCIL OF GOVERNMENTS

2020 – 2027

TRANSPORTATION IMPROVEMENT PROGRAM

CMCOG fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information or to obtain a Title VI Complaint Form, please visit our website at: www.centralmidlands.org, or call 803.376.5390.



**Board of Directors Meeting of the
Central Midlands Council of Governments**

Thursday, August 27, 2020 ♦ 12:00 p.m. ♦ CMCOG Conference Room via Virtual Platform

BOARD MEMBERS PRESENT:

Vina Abrams, Newberry County
John Andoh, The Comet
Will Brennan, City of Columbia Council
Larry Brigham, Lexington County Council
Susan Brill, Richland County
Rusty DePass, City of Columbia
Joyce Dickerson, Richland County Council
Julie Ann Dixon- Richland County
Doug Fabel, Richland County
Shaun Greenwood, City of Forest Acres
Sloan Griffin, Town of Blythewood
Bob Hall, Town of Batesburg-Leesville
William Leidinger, City of Columbia
Robert Liming, City of Columbia
Paul Livingston, Richland County Council
Steve MacDougall, Town of Lexington Mayor
Jim Manning, Richland County Council
Annie McDaniel, Newberry County Leg. Delegate
Chakisse Newton, Richland County Council
Shealy Reibold, Richland County
Cornelius Robinson, Fairfield County Council
Jeffrey Salters, Lexington County
Charles Simpkins, Lexington County
Debbie Summers, Lexington County Council

GUESTS PRESENT:

Julian Burns-Chairman, Kershaw County Council
Eric Harris - The COMET
Darren Ledbetter – SCDOT
Joey McIntyre – SCDOT
Michelle Ransom - The COMET

STAFF MEMBERS PRESENT:

Jessica Foster, Operations Coordinator
Petula Hendley, Financial Management/
Supportive Services Director
Chanell Jackson, Finance Director
Ben Mauldin, Executive Director
Reginald Simmons, Deputy Executive
Director/Transportation Director
Gregory Sprouse, Planning Director

A. CALL TO ORDER

Chairman Steve MacDougall called the meeting to order at 12:10 p.m. on August 27, 2020.

1. Determination of Quorum

Chairman MacDougall declared the absence of a quorum.

2. Approve Order and Contents of the Overall Agenda

3. Invocation

Bob Liming gave the Invocation.

4. Introduction of New Board Members

Annie McDaniel – Fairfield County Legislative Delegate
Sloan Griffin- Town of Blythewood

B. CONSENT AGENDA

1. Approval of the June 25, 2020 Board Meeting Minutes,
2. FY 2020 – 2027 MPO Transportation Improvement Program (TIP)
3. FY 2020 – 2027 RPO Transportation Improvement Program (RTIP)

Robert Liming moved, seconded by Susan Brill, to approve the consent agenda.

C. Regular Agenda

C1. Financial Statement (thru June 30, 2020)

Chanell Jackson gave a brief update on the financial statement.

At this time, a motion was made by Julie-Ann Dixon to approve the Financial Statement from July 1, 2019 to March 31, 2020. The motion was seconded by Joyce Dickerson.

C2. CMCOG Authorization of Section 5307 Funds

Reginald Simmons requested approval to transfer \$5,399,496 in FY 2020 Section 5307 funds to CMRTA. The Central Midlands Council of Governments (CMCOG) and Central Midlands Regional Transit Authority (CMRTA) have a Memorandum of Understanding (MOU) that describes the cooperative working relationship of the two organizations. This MOU recognizes that each year most of the FTA grant dollars that are received by CMCOG as the designated recipient, will be required by CMRTA, a direct recipient, for the provision of public transit services. Historically, CMCOG has reserved \$200K in Section

5307 funds for planning purposes, but due to reserve funds from previous years, CMCOG proposed to transfer the entire FY 2020 apportionment to CMRTA. It was also noted that Santee Wateree Regional Transit Authority has declined funding in FY 2020 Section 5307 funding.

There was a brief discussion.

At this time, a motion was made by John Andoh to approve the transfer of \$5,399,496 in Section 5307 funds to CMRTA. The motion was seconded by Joyce Dickerson.

C3. CMCOG Authorization of Section 5339 Funds

Reginald Simmons requested approval to transfer \$626,271 in FY 2020 FTA Section 5339 funds to CMRTA. CMCOG is the designated recipient for the Columbia Urbanized Area. As the designated recipient, CMCOG is responsible for coordinating federal grant programs to assist in improving the urban transit system. These programs include Sections 5310, 5307, 5339. The Section 5339 Grant Program provides funding to replace, rehab, and purchase bus and bus related facilities. In FY 2020, CMCOG received a total of \$626,271 in Section 5339 funds. Under the FAST Act, CMCOG can make these funds available to CMRTA as a public transit provider. As a direct recipient of federal funds, CMRTA can submit their application directly to FTA. As a point of information, any application submitted for Section 5339 funds will require a twenty percent local match.

Once CMRTA determines how they will use these funds, those projects will be provided to CMCOG to be included in the 2020 – 2027 TIP. Mr. Simmons referred to the split letter that was included in the board agenda packet. It was also noted that Santee Wateree Regional Transit Authority has declined funding in FY 2020 Section 5339 funding.

At this time, a motion was made by Robert Liming to approve the transfer to \$626,271 in Section 5339 funds to CMRTA. The motion was seconded by John Andoh.

C4. TIP Amendment – FY2019 Section 5307 Funds for the CMRTA

Reginald Simmons requested approval to amend the 2020-2027 TIP to add approximately \$5.2 million in FY 2019 Section 5307 projects from the CMRTA. The Central Midlands Council of Governments (CMCOG) and Central Midlands Regional Transit Authority (CMRTA) have a Memorandum of Understanding (MOU) that describes the cooperative working relationship of the two organizations. This MOU recognizes that each year most of the FTA grant dollars that are received by CMCOG as the designated recipient, will be required by CMRTA, a direct recipient, for the provision of public transit services. For FY 2019, \$5,154,206 was transferred to CMRTA. CMRTA has decided how these funds will be used to support the public transit service. The following projects have been requested to be included in the COATS MPO 2020 – 2027 TIP:

CMRTA FY 2019 Section 5307 Projects							
Grant Section	Line Item #	Line Item Description	Percentage Federal/Local	Fed Amt Available	Local Match	Total	Comments
5307	11.7K.01	Crime Prevention & Security	50/50	\$ 51,543.00	\$ 51,543.00	\$ 103,086.00	(1% of federal apportionment) Police officers - FY 20-21
	11.13.01	Buy Expansion 40' Bus	85/15	\$ 2,976,553.00	\$ 525,274.06	\$3,501,827.06	7 40' buses at \$535,650 each which includes funding for in-plant inspector, etc. (Fareboxes = grant 2019-008; Cameras = grant 2018-008; Wraps = FY2020 5307 grant) These vehicles will be used to provide University transit service.
Total Apportionment	11.12.01	Buy Replacement 40' Bus	85/15	\$ 2,126,109.00	\$ 375,195.71	\$2,501,304.71	\$ 40' replacement buses at \$535,650 each which includes funding for in-plant inspector, etc. (Fareboxes = grant 2019-008; Cameras = grant 2018-008; Wraps = FY2020 5307 grant). These vehicles will be used to provide University transit service.
\$ 5,154,206.00		Grand Total:		\$ 5,154,205.00	\$ 952,012.76	\$6,106,217.76	

There was brief discussion.

At this time, a motion was made by Robert Liming to approve the 2020 – 2027 TIP Amendment – FY 2019 Section 5307 Projects for the CMRTA. The motion was seconded by John Andoh.

C5. CMCOG Disadvantaged Business Enterprise Plan Update

Reginald Simmons requested approval to adopt the CMCOG-COATS MPO Disadvantaged Business Enterprise Plan. The DBE Program is part of a federal mandate that seeks to ensure nondiscrimination in the award and administration of federally assisted contracts. CMCOG has established a Disadvantaged Business Enterprise (DBE) Program in accordance with regulations of the U.S. Department of Transportation (USDOT), 49 CFR, Part 26. CMCOG receives federal financial assistance from the USDOT, and as a condition of receiving this assistance, CMCOG will sign an assurance that it will comply with 49 CFR, part 26.

It is the policy of CMCOG to ensure that all businesses have an equal opportunity to receive and participate in USDOT assisted contracts. It is also CMCOG's policy:

1. To ensure nondiscrimination in the award and administration of USDOT assisted contracts;
2. To create a level playing field on which DBEs and small businesses can compete fairly for USDOT assisted contracts;
3. To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
4. To ensure that only firms that fully meet 49 CFR, part 26 eligibility standards are permitted to participate as DBEs;
5. To help remove barriers to the participation of DBEs and small businesses in USDOT assisted contracts; and
6. To promote the use of DBEs in all types of federally assisted contracts and procurement activities conducted by the CMCOG
7. To assist the development of firms that can compete successfully in the marketplace outside the DBE Program.
8. To provide appropriate flexibility to recipients of Federal financial assistance in establishing and providing opportunities for DBEs.

There was brief discussion.

At this time, a motion was made by Paul Livingston to adopt the CMCOG Disadvantaged Business Enterprise Plan Update. The motion was seconded by Susan Brill.

C6. CMCOG/COATS MPO Title VI – Environmental Justice Plan Update

Reginald Simmons requested approval to adopt the CMCOG/COATS MPO Title VI/Environmental Justice Plan. Every three years, the MPO is responsible for updating its Title VI / Environmental Justice Plan. Staff has fully updated this Title VI Plan by providing an environmental justice component to meet the FTA guidance that is specified in Circular 4702.1B “Title VI Requirements and Guidelines for Federal Transit Administration Recipients.”

Federal regulations require that MPOs who are federal grant recipients such as COATS, have a Title VI Program. Title VI of the Civil Rights Act of 1964 states that no person in the United States shall, on the basis of race, color, or national origin, excluded from participation in, be denied the benefits of, or subjected to discrimination under any program or activity receiving federal financial assistance. Title VI prohibits intentional discrimination as well as disparate impact on protected groups. The transportation planning regulations require consistency with Title VI and subsequent civil rights laws and regulations.

This updated Title VI Plan includes:

- FTA Civil Right Assurance to comply with the Civil Rights Act, associated statutes, and executive orders
- Limited English Proficiency (LEP) Plan that identifies our outreach efforts to persons who have the limited ability to speak, read, and/or write in English
- Public participation outreach efforts to traditionally underserved populations
- Social equity analysis that identifies potential environmental justice areas in our region
- A Title VI Complaint Form and Log for any Title VI complaints that are filed against CMCOG or the COATS MPO.

At this time, a motion was made by Robert Liming to adopt the CMCOG Title VI and Environmental Justice Plan Update. The motion was seconded by Chakisse Newton.

D. Announcements

D1. Executive Directors Report

Ben Mauldin gave the following report:

- Staff Highlights
 - Petula Hendlley – Director of Financial Management and Supportive Services
 - Chanell Jackson – Director of Finance
 - Candice Holloway – Area Agency on Aging/Aging Disability Resource Center Director
- \$8.2 Million available for COVID-Impacted Operations

E. OLD / NEW BUSINESS

No old/new business was brought forth.

F. OTHER BUSINESS

No other business was brought forth.

G. ADJOURN

There being no further business, the meeting adjourned at approximately 12:46 p.m.

The Board of Directors of the Central Midlands Council of Governments approved these minutes at its September 24, 2020 meeting.

Benjamin J. Mauldin, Secretary-Treasurer

Steve MacDougall, Chairperson

Central Midlands Council of Governments

Unaudited Financial Statement

July 1, 2019 through June 30, 2020

	<u>Approved Budget</u>	<u>Y-T-D</u>	<u>Percent of Budget</u>
Revenue			
Local Revenue			
Member Governments	\$ 577,498	571,882.80	99.03%
State Aid	70,407	70,407.00	100.00%
208 Conformance Reviews	10,000	22,861.00	228.61%
Midlands River Coaliton	16,000	0.00	0.00%
Fringe Recovery	993,380	796,091.34	80.14%
Indirect Cost Recovery	655,157	518,630.96	79.16%
Total Local Revenue	2,322,442	1,979,873.10	85.25%
Regional Programs			
Aging Planning & Administration	986,276	1,925,148.00	195.19%
Ombudsman Program	419,502	375,969.45	89.62%
Midlands Workforce Development Board	1,307,111	1,208,858.53	92.48%
Transportation	1,180,584	1,627,004.62	137.81%
Hazard Mitigation Plan	45,000	0.00	0.00%
EPA 208 Planning	12,170	16,728.00	137.45%
Economic Development Administration	77,748	44,812.00	57.64%
Comm Development Block Grant-Planning	50,000	50,000.00	100.00%
Total Regional Programs	4,078,392	5,248,520.60	128.69%
Community Development Block Grant Admin	90,760	10,206.00	11.25%
Local Technical Assistance Contracts	70,473	36,900.88	52.36%
Transfer From Other Program Areas-Matching, Other	411,300	282,413.77	68.66%
Total Operating Revenue	6,973,367	7,557,914.35	108.38%
Contracted Services Revenue			
Aging	3,365,062	2,484,573.75	73.83%
WIOA Contractors	3,339,812	4,150,903.98	124.29%
Total Contracted Services Revenue	6,704,874	6,635,477.73	98.96%
Total Revenue	13,678,241	14,193,392.08	103.77%
Expenses			
Personnel Costs	2,818,376	2,489,897.81	88.35%
Fringe & Indirect Cost Allocation	1,648,537	1,313,841.12	79.70%
Operations and Maintenance	840,960	724,905.75	86.20%
Employee Development & Training	77,000	27,281.05	35.43%
Travel & Transportation	118,415	61,685.36	52.09%
Consultants & Contracts	845,300	795,772.11	94.14%
Capital Outlays	213,480	1,306.00	0.61%
Transfer to other Program Areas-Matching, other	411,300	118,412.52	28.79%
Total Operating Expenses	6,973,367	5,533,101.72	79.35%
Contracted Services Expenses			
Aging	3,365,062	4,409,719.23	131.04%
Midlands Workforce Development Board (WIA)	3,339,812	4,150,903.98	124.29%
Total Contracted Services Expenses	6,704,874	8,560,623.21	127.68%
Total Expenses	13,678,241	14,093,724.93	103.04%
Revenue Over/(Under) Expenses	-	99,667.15	



September 25, 2020

Mrs. Yvette G. Taylor
Region IV Regional Administrator
Federal Transit Administration
230 Peachtree, NW
Suite 800
Atlanta, GA 30303

RE: CMCOG Authorization of Section 5307 Funds

Dear Mrs. Taylor:

The Central Midlands Council of Governments (CMCOG) and Central Midlands Regional Transit Authority (CMRTA) have a Memorandum of Understanding (MOU) that describes the cooperative working relationship of the two organizations. This MOU recognizes that each year most of the FTA grant dollars that are received by CMCOG as the designated recipient, will be required by CMRTA, a direct recipient, for the provision of public transit services. CMCOG will require some continuing FTA funding to meet our responsibilities under MAP-21 and the FAST Act as a Metropolitan Planning Organization.

The CMRTA is preparing grant applications for Section 5307 funds for their maintenance, administration, and capital needs. We are providing this letter to authorize the amount of formula funding that the CMRTA may apply for prior to formally submitting their grant applications. We authorize the following Section 5307 funding amount for the purpose of CMRTA's grant applications:

FY 2020 - \$5,399,496 of \$5,399,496

Please be advised that as identified in this Split Letter, the CMCOG, as the Designated Recipient, authorizes the assignment/allocation of Section 5307 to the Central Midlands Regional Transit Authority, herein known as a Direct Recipient. Please be advised that the Santee Wateree Regional Transit Authority, herein known as a Direct Recipient has declined funding for this fiscal year. The undersigned agree to the Split Letter and the amounts allocated/assigned to each Direct Recipient. Each Direct Recipient is responsible for its application to the Federal Transit Administration to receive Section 5307 funds and assumes the responsibilities associated with any award for these funds.

We fully support the Direct Recipient(s) application(s) for the amount stated above. Please feel free to contact me at 803-376-5390 if you need any additional information or if you have any questions. Thank you for your time and interest in this matter.

Sincerely,

Benjamin J. Mauldin
Executive Director

cc: Michelle Ransom
Reginald Simmons
John Andoh
Lottie Jones
Chanell Jackson



September 25, 2020

Mrs. Yvette G. Taylor
 Region IV Regional Administrator
 Federal Transit Administration
 230 Peachtree, NW
 Suite 800
 Atlanta, GA 30303

RE: CMCOG Authorization of Section 5339 Funds

Dear Mrs. Taylor:

The Central Midlands Council of Governments (CMCOG) and Central Midlands Regional Transit Authority (CMRTA) have a Memorandum of Understanding (MOU) that describes the cooperative working relationship of the two organizations. This MOU recognizes that each year most of the FTA grant dollars that are received by CMCOG as the designated recipient, will be required by CMRTA, a direct recipient, for the provision of public transit services. CMCOG will require some continuing FTA funding to meet our responsibilities under MAP-21 and the FAST Act as a Metropolitan Planning Organization.

The CMRTA is preparing grant applications for Section 5339 funds for their capital needs. We are providing this letter to authorize the amount of formula funding that the CMRTA may apply for prior to formally submitting their grant applications. We authorize the following Section 5339 funding amount for the purpose of CMRTA's grant applications:

FY 2020 - \$626,271

Please be advised that as identified in this Split Letter, the CMCOG, as the Designated Recipient, authorizes the assignment/allocation of Section 5339 to the Central Midlands Regional Transit Authority, herein known as a Direct Recipient. Please be advised that the Santee Wateree Regional Transit Authority, herein known as a Direct Recipient has declined funding for this fiscal year. The undersigned agree to the Split Letter and the amounts allocated/assigned to each Direct Recipient. Each Direct Recipient is responsible for its application to the Federal Transit Administration to receive Section 5339 funds and assumes the responsibilities associated with any award for these funds.

We fully support the Direct Recipient(s) application(s) for the amount stated above. Please feel free to contact me at 803-744-5133 if you need any additional information or if you have any questions. Thank you for your time and interest in this matter.

Sincerely,

Benjamin J. Mauldin
 Executive Director

cc: Michelle Ransom
 Chanell Jackson
 Reginald Simmons
 John Andoh
 Lottie Jones



Memorandum

TO: All Members of the CMCOG **Board of Directors**

FROM: Reginald Simmons, Deputy Executive Director/Transportation Director

DATE: September 24, 2020

SUBJECT: TIP Amendment – Section 5307 Projects for CMRTA

REQUESTED ACTION

The Central Midlands Council of Governments' staff requests approval to amend the 2020 – 2027 TIP to add the following Section 5307 project requests from the CMRTA.

BACKGROUND

The Central Midlands Council of Governments (CMCOG) and Central Midlands Regional Transit Authority (CMRTA) have a Memorandum of Understanding (MOU) that describes the cooperative working relationship of the two organizations. This MOU recognizes that each year most of the FTA grant dollars that are received by CMCOG as the designated recipient, will be required by CMRTA, a direct recipient, for the provision of public transit services. CMCOG will require some continuing FTA funding to meet our responsibilities under MAP-21 and the FAST Act as a Metropolitan Planning Organization.

Under this MOU, CMCOG has made the following allocations to CMRTA:

- Section 5307 Funds FY 2019 \$5,154,206

The CMRTA is preparing grant applications for the Section 5307 funds for their capital and operating needs. Attached, please find a list of the projects that they are requesting with this funding.

ATTACHMENT

Section 5307 Project Requests

CMRTA FY 2019 Section 5307 Projects								
Grant Section	Line Item #	Line Item Description	Percentage Federal/Local	Fed Amt Available	Local Match	Total	Comments	
5307	11.7K.01	Crime Prevention & Security	50/50	\$ 51,543.00	\$ 51,543.00	\$ 103,086.00	(1% of federal apportionment) Police officers - FY 20-21	
							7 40' buses at \$535,650 each which includes funding for in-plant inspector, etc. (Fareboxes = grant 2019-008; Cameras = grant 2018-008; Wraps = FY2020 5307 grant) These vehicles will be used to provide University transit service.	
	11.13.01	Buy Expansion 40' Bus	85/15	\$ 2,976,553.00	\$ 525,274.06	\$3,501,827.06		
							5 40' replacement buses at \$535,650 each which includes funding for in-plant inspector, etc. (Fareboxes = grant 2019-008; Cameras = grant 2018-008; Wraps = FY2020 5307 grant). These vehicles will be used to provide University transit service.	
Total Apportionment	11.12.01	Buy Replacement 40' Bus	85/15	\$ 2,126,109.00	\$ 375,195.71	\$2,501,304.71		
\$ 5,154,206.00		Grand Total:		\$ 5,154,205.00	\$ 952,012.76	\$6,106,217.76		



Memorandum

TO: All Members of the CMCOG **Board of Directors**

FROM: Reginald Simmons, Deputy Executive Director/Transportation Director

DATE: September 24, 2020

SUBJECT: **DBE Plan Update**

REQUESTED ACTION

The Central Midlands Council of Governments' staff requests approval to adopt the CMCOG/COATS MPO DBE Plan. The Draft DBE Plan can be downloaded from our website at www.centralmidlands.org.

PROGRAM DESCRIPTION

CMCOG has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (USDOT), 49 CFR, Part 26. CMCOG receives federal financial assistance from the USDOT, and as a condition of receiving this assistance, CMCOG will sign an assurance that it will comply with 49 CFR, part 26.

It is the policy of CMCOG to ensure that all businesses have an equal opportunity to receive and participate in USDOT assisted contracts. It is also CMCOG's policy:

1. To ensure nondiscrimination in the award and administration of USDOT assisted contracts;
2. To create a level playing field on which DBEs and small businesses can compete fairly for USDOT assisted contracts;
3. To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
4. To ensure that only firms that fully meet 49 CFR, part 26 eligibility standards are permitted to participate as DBEs;
5. To help remove barriers to the participation of DBEs and small businesses in USDOT assisted contracts; and
6. To promote the use of DBEs in all types of federally assisted contracts and procurement activities conducted by the CMCOG
7. To assist the development of firms that can compete successfully in the marketplace outside the DBE Program.
8. To provide appropriate flexibility to recipients of Federal financial assistance in establishing and providing opportunities for DBEs.

CMCOG will present this policy statement to the CMCOG's Board of Directors and all components of the organization. CMCOG will published and distributed notice of this document and the DBE goal in general circulation publications and on the CMCOG website.

ATTACHMENT

Draft DBE Plan Policy Statement

POLICY STATEMENT (SECTION §26.1, §26.23)

CENTRAL MIDLANDS COUNCIL OF GOVERNMENTS DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

CMCOG has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (USDOT), 49 CFR Part 26. CMCOG receives federal financial assistance from the USDOT, and as a condition of receiving this assistance, CMCOG has signed an assurance that it will comply with 49 CFR, part 26.

It is the policy of CMCOG to ensure that DBEs, as defined in 49 CFR Part 26, have an equal opportunity to receive and participate in USDOT assisted contracts. It is also CMCOG's policy:

1. To ensure nondiscrimination in the award and administration of USDOT assisted contracts;
2. To create a level playing field on which DBEs and small businesses can compete fairly for USDOT assisted contracts;
3. To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
4. To ensure that only firms that fully meet 49 CFR, part 26 eligibility standards are permitted to participate as DBEs;
5. To help remove barriers to the participation of DBEs and small businesses in USDOT assisted contracts; and
6. To promote the use of DBEs in all types of federally-assisted contracts and procurement activities conducted by the CMCOG
7. To assist the development of firms that can compete successfully in the marketplace outside the DBE Program.
8. To provide appropriate flexibility to recipients of Federal financial assistance in establishing and providing opportunities for DBEs.

CMCOG has designated the Transportation Director, as the CMCOG DBE Liaison Officer (DBELO). In that capacity, the DBELO is responsible for implementing all aspects of the DBE program. Other CMCOG staff will assist the DBELO, as needed, with DBE requirements and compliance. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by CMCOG in its financial assistance agreements with the USDOT.

CMCOG will ensure that this policy statement will be disseminated to the CMCOG Board of Directors, department heads, and all of the components of the organization. CMCOG will distribute this statement by mail and/or email to DBE and non-DBE business communities that work for CMCOG on USDOT assisted contracts, and by posting it on the CMCOG website.

Benjamin J. Mauldin, Executive Director

Date



Memorandum

TO: All Members of the CMCOG **Board of Directors**

FROM: Reginald Simmons, Deputy Executive Director/Transportation Director

DATE: September 24, 2020

SUBJECT: **Title VI/Environmental Justice Plan**

REQUESTED ACTION

The Central Midlands Council of Governments' staff requests approval to adopt the COATS MPO Title VI/Environmental Justice Plan. Please be advised that the complete plan is available on our website at www.centralmidlands.org

PROGRAM DESCRIPTION

Federal regulations require that MPOs who are federal grant recipients such as COATS, have a Title VI Program. Title VI of the Civil Rights Act of 1964 states that no person in the United States shall, on the basis of race, color, or national origin, be excluded from participation in, be denied the benefits of, or subjected to discrimination under any program or activity receiving federal financial assistance. Title VI prohibits intentional discrimination as well as disparate impact on protected groups. The transportation planning regulations require consistency with Title VI and subsequent civil rights laws and regulations.

Federal Transit Administration (FTA) has issued FTA Circular 4702.1B, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients" describing how to comply with Title VI regulations. The COATS Title VI Program has been developed based on this guidance.

ATTACHMENT

Title VI Resolution



RESOLUTION

A RESOLUTION APPROVING THE TITLE VI PROGRAM & PLAN PURSUANT TO THE CIVIL RIGHTS ACT OF 1964; APPROVING THE ASSOCIATED LIMITED ENGLISH PROFICIENCY PLAN; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE SAID POLICY ON BEHALF OF THE CENTRAL MIDLANDS COUNCIL OF GOVERNMENTS

WHEREAS, the Central Midlands Council of Governments is the designated Metropolitan Planning Organization (MPO) for transportation planning in the Columbia Urbanized Planning Area which includes all or parts of six counties; and

WHEREAS, to fund its many work activities, CMCOG receives direct or pass-through federal funding from agencies such as the US Department of Transportation (Federal Highway Administration and Federal Transit Administration); the US Department of Health & Human Services (US DHHS); and the US Department of Labor; and

WHEREAS, as a recipient of federal funds, CMCOG is required to comply with the requirements of Title VI of the Civil Rights Act of 1964 which prohibits discrimination based on race, color, or national origin, specifically 42 USC 2000d, which states that: No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance; and

WHEREAS, CMCOG must also comply with the additional protections set forth in Presidential Executive Order 12898 (Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations) and Presidential Executive Order 13166 (Improving Access to Services for Persons with Limited English Proficiency); and

WHEREAS, in 2009, CMCOG did develop a Title VI Plan, and in May 2012, CMCOG did develop and adopt a Limited English Proficiency Plan and provided an overall plan update in 2015 and 2017; and

WHEREAS, as required by the Federal Transit Administration, CMCOG has expanded the Title VI Program & Plan to include all necessary elements; and

WHEREAS, the 2020 Title VI Program & Plan has been reviewed and approved through the Columbia Area Transportation Study Metropolitan Planning Organization.

NOW, THEREFORE, BE IT RESOLVED that the Central Midlands Council of Governments certifies compliance with policies, procedures and plans with regard to Title VI of the Civil Rights Act of 1964 (as amended) and additional Assurances as required and hereby adopts its 2020 Title VI Program & Plan; and

Serving Local Governments in South Carolina's Midlands

236 Stoneridge Drive, Columbia, SC 29210 (803) 376-5390 FAX (803) 376-5394 Web Site: <http://www.centralmidlands.org>

BE IT FURTHER RESOLVED that the Central Midlands Council of Governments directs staff to begin efforts immediately to implement the provisions of the 2020 Title VI Program & Plan.

THE UNDERSIGNED is the duly qualified Executive Director of Central Midlands Council of Governments, and hereby certify that the foregoing is a true and correct copy of a resolution adopted at a meeting of the Central Midlands Council of Governments held on August 27, 2020.

Steve MacDougall, Chairman
Central Midlands Council of Governments

Benjamin J. Mauldin, Executive Director
Central Midlands Council of Governments

Witness

Witness



Memorandum

TO: All Members of the CMCOG **Board of Directors**

FROM: Reginald Simmons, Deputy Executive Director/Transportation Director

DATE: September 24, 2020

SUBJECT: **UPWP Amendment – Public Participation**

REQUESTED ACTION

The Central Midlands Council of Governments' staff requests first reading approval to amend the 2020 & 2021 Unified Planning Work Program to add \$60,000 for an on-call public participation consultant.

PROGRAM DESCRIPTION

CMCOG will seek an on-call public participation consultant to assist in implement the CMCOG Public Participation Plan and implementation of transportation planning projects. Public Participation contributes to better decisions because decision-makers have more complete information – in the form of additional facts, values, and perspectives obtained through public input – to bring to bear on the decision process. They can then incorporate the best information and expertise of all stakeholders. Decisions are more implementable and sustainable because the decision considers the needs and interests of all stakeholders including vulnerable/marginalized populations, and stakeholders better understand and are more invested in the outcomes.

The goals of the public participation consultation will include but not be limited to:

- Informing the public by providing information to help them understand the issues, options, and solutions;
- Consulting with the public to obtain their feedback on alternatives or decisions
- Collaborating with the public to ensure their concerns are considered throughout the decision-making process, particularly in the development of decision criteria and options;
- Assisting in the development and implementation of the CMCOG-COATS MPO DBE Plan
- Assisting in the development and implementation of the CMCOG-COATS MPO Title VI Plan.
- Providing technical assistance and support to the CMCOG-COATS MPO Transportation Staff

ATTACHMENT

UPWP Page

PROJECT NO:	3Z				
PROJECT TITLE:	Public Participation Consultant				
OBJECTIVE:					
Providing on call technical support for the COATS Transportation Program					
METHODOLOGY:					
<p>CMCOG will seek an on-call public participation consultant to assist in implement the CMCOG Public Participation Plan and implementation of transportation planning projects. Public Participation contributes to better decisions because decision-makers have more complete information – in the form of additional facts, values, and perspectives obtained through public input – to bring to bear on the decision process. They can then incorporate the best information and expertise of all stakeholders. Decisions are more implementable and sustainable because the decision considers the needs and interests of all stakeholders including vulnerable/marginalized populations, and stakeholders better understand and are more invested in the outcomes.</p> <p>The goals of the public participation consultation will include but not be limited to:</p> <ul style="list-style-type: none"> • Informing the public by providing information to help them understand the issues, options, and solutions; • Consulting with the public to obtain their feedback on alternatives or decisions • Collaborating with the public to ensure their concerns are considered throughout the decision-making process, particularly in the development of decision criteria and options; • Assisting in the development and implementation of the CMCOG-COATS MPO DBE Plan • Assisting in the development and implementation of the CMCOG-COATS MPO Title VI Plan. • Providing technical assistance and support to the CMCOG-COATS MPO Transportation Staff 					
END PRODUCT:					
On Call Technical Support Services for Public Participation.					
Project Sponsor/ Participating Agencies:		Funding Sources:			
Sponsor: COATS Participating Agencies: COATS, CMCOG Member Governments, Other agencies as appropriate		FY 2020		FY 2021	
		FHWA/FTA Consolidated		FHWA/FTA Consolidated	\$48,000.00
		FTA (Section 5307)		FTA (Section 5307)	
		Local		Local	\$12,000.00
		Total		Total	\$60,000.00



Memorandum

TO: All Members of the CMCOG **Board of Directors**

FROM: Reginald Simmons, Deputy Executive Director/Transportation Director

DATE: September 24, 2020

SUBJECT: UPWP Amendment – Translation Services (Language/Documents)

REQUESTED ACTION

The Central Midlands Council of Governments' staff requests first reading approval to amend the 2020 & 2021 Unified Planning Work Program to add \$30,000 for translation services.

PROGRAM DESCRIPTION

The Safe Harbor Provision, as defined in the Department of Justice's Limited English Proficiency (LEP) Guidance, is the most prevalent guideline used to establish when language assistance services are considered appropriate and define expectations for what those services would entail. The Safe Harbor Provision is triggered for each LEP language group that constitutes five percent (5%) of the total population or 1,000 persons, whichever is less, of the total population of persons eligible to be served or likely to be affected or encountered (FTA C 4702.1B, Chapter III-9).

CMCOG will seek a translation service to assist in the efforts to communicate with individuals who have the limited ability to speak, read, or write English very well. In accordance with the CMCOG-COATS Title VI and Language Assistance Plan, CMCOG will use a translation service to assist anyone who need additional accommodations to participate in the transportation planning process.

ATTACHMENT

UPWP Page

PROJECT NO:	3AA				
PROJECT TITLE:	Translation Services (Language/Documents)				
OBJECTIVE: Providing on call technical support for the COATS Transportation Program					
METHODOLOGY: <p>The Safe Harbor Provision, as defined in the Department of Justice's Limited English Proficiency (LEP) Guidance, is the most prevalent guideline used to establish when language assistance services are considered appropriate and define expectations for what those services would entail. The Safe Harbor Provision is triggered for each LEP language group that constitutes five percent (5%) of the total population or 1,000 persons, whichever is less, of the total population of persons eligible to be served or likely to be affected or encountered (FTA C 4702.1B, Chapter III-9).</p> <p>CMCOG will seek a translation service to assist in the efforts to communicate with individuals who have the limited ability to speak, read, or write English very well. In accordance with the CMCOG-COATS Title VI and Language Assistance Plan, CMCOG will use a translation service to assist anyone who need additional accommodations to participate in the transportation planning process.</p>					
END PRODUCT: On Call Technical Support Services for Language and/or Document Translation.					
Project Sponsor/ Participating Agencies:		Funding Sources:			
Sponsor: COATS Participating Agencies: COATS, CMCOG Member Governments, Other agencies as appropriate		FY 2020		FY 2021	
		FHWA/FTA Consolidated		FHWA/FTA Consolidated	\$24,000.00
		FTA (Section 5307)		FTA (Section 5307)	
		Local		Local	\$6,000.00
		Total		Total	\$30,000.00