



Meeting Minutes

Technical Advisory Committee (TAC) Meeting Minutes

Monday, November 24, 2025 @ 10:00 AM

Hybrid Meeting: Online & 271 W 3rd St., Room 203, Wichita, KS 67202

Meeting Duration: 40 minutes

Voting Members in Attendance		
Dan Woydziak, <i>TAC Chair</i> Marcy Aycock, <i>REAP</i> Jack Brown, <i>Public Health</i> Kelly Broxterman, <i>Wichita Transit</i> Craig Crossette, <i>Regional Pathways</i> Steve Degenhardt, <i>Wichita</i> Joe Dessenberger, <i>Railroad Freight</i> Char Ehrmann, <i>CTD #9</i> Danielle Gabor, <i>SCAC</i>	Jolene Graham, <i>Economist</i> Paul Gunzelman, <i>Wichita</i> Moumita Kundu, <i>Urban Land Use Planning & Development Trends</i> Les Mangus, <i>Butler/Sumner Counties</i> Shawn Mellies, <i>Wichita</i> Lynn Packer, <i>Sedgwick County</i> Allison Smith, <i>KDOT</i> Dan Squires, <i>SCAC</i>	Alternates Lily Cherry, <i>Wichita Transit (non-voting)</i> Christi Fletcher, <i>CTD #9 (non-voting)</i> Daniel Schrant, <i>Sedgwick County (non-voting)</i>
Other Attendees		
Javier Ahumada, <i>FHWA</i> Chris Brown, <i>SRF</i> Gerri Doyle, <i>FTA</i> Nick Flanders, <i>WAMPO</i> Markey Jonas, <i>WAMPO</i>	Brett Letkowski, <i>GFT</i> Mohamed Moawad, <i>MAPD</i> Peter Mohr, <i>WAMPO</i> Katie Newman, <i>WAMPO</i> Chad Parasa, <i>WAMPO</i>	Brad Shores, <i>JEO</i> Chris Sweeney, <i>WAMPO</i> Laura VanBurkleo, <i>WAMPO</i> Kristen Zimmerman, <i>PEC</i>

1. Chair Dan Woydziak called the meeting to order at 10:02 AM.

2. Regular Business

A. Approval of November 24, 2025, Agenda

Discussion: None.

Action: Approve the November 24, 2025, agenda, as presented. (16-0)¹

Motion: Paul Gunzelman

Second: Dan Squires

B. Approval of October 27, 2025, Meeting Minutes

Discussion: None.

Action: Approve the October 27, 2025, meeting minutes, as presented. (16-0)

Motion: Lynn Packer

Second: Moumita Kundu

¹ One (1) voting TAC member did not arrive until after the votes to approve the November 2025 agenda and October 2025 minutes and to recommend approval of the Title VI Program Manual & Limited English Proficiency (LEP) plan.

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C. Director's Report

i. Draft 2026 Meeting Schedule

Markey Jonas, WAMPO, discussed the draft 2026 WAMPO meeting schedule. In the draft 2026 meeting schedule, all but one of the proposed meeting dates are consistent with the usual patterns for each board/committee: the exception is that the May 2026 TAC meeting is proposed to be held one week earlier than usual, on the third Monday of the month (May 18, 2026), in order to not conflict with Memorial Day. Additionally, there will not be a January 2026 TPB meeting. TPB approval of the meeting schedule is required and will be sought at the December 9, 2025, TPB meeting.

ii. Regional Connections Presentation Series

Ms. Jonas shared that WAMPO is coordinating a presentation series and is inviting jurisdictions and planning partners to present updates on local projects, policies, or programs of regional significance to the TPB. Six (6) presentations have been made so far, and presentations will continue into 2026 at regular TPB meetings. Please email markey.jonas@wampo.org to reserve a time to present.

iii. Request for Proposals (RFP) Updates

Peter Mohr, WAMPO, provided an update on recent WAMPO Requests for Proposals (RFPs), noting that contract negotiations with prospective consultants are underway for the Regional Active Transportation Plan and Household Travel Survey (HTS) projects. The consultant contract for the Regional Active Transportation Plan project is being finalized and is anticipated to be presented to the TPB for approval on December 9, 2025. Meanwhile, for the HTS project, a consultant team has been chosen by a selection committee from among three (3) consultant teams that submitted proposals and were interviewed; contract negotiations with the selected firm are underway.

3. Public Comment Opportunity

No comments.

4. Action

A. Title VI Program Manual and Limited English Proficiency (LEP) Plan Updates

Ms. Jonas stated that WAMPO fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities and shared details about WAMPO's draft updated Title VI Program Manual and Limited English Proficiency (LEP) plan. Title VI requires that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity under the control of WAMPO. Compliance with Title VI includes ensuring the accessibility of programs and services for individuals not proficient in the English language.

Ms. Jonas provided an overview of Title VI regulations, as outlined in Federal Transit Administration (FTA) Circular 4702.1B, which requires funding recipients to update their Title VI programs every three (3) years. WAMPO's Title VI Program Manual includes, among other things,

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WAMPO's Title VI notice to the public, complaint procedures, complaint forms, and documentation that no Title VI complaints have been filed against WAMPO to date. WAMPO maintains a Limited English Proficiency (LEP) plan that guides the provision of meaningful access to the transportation planning process for people with a limited ability to communicate in English. In accordance with the Safe Harbor Provision that vital documents must be translated into the language of any LEP language group that constitutes at least either 1,000 people in the region or 5% of the overall population (whichever is less), WAMPO translates vital documents into Spanish and Vietnamese, including all core Title VI materials. Additional translation and interpretation services may be offered when possible and reasonable. Last updated in 2022, WAMPO's Title VI Program Manual and Limited English Proficiency (LEP) plan have been updated by WAMPO staff and reviewed by KDOT, the FHWA, the FTA, and WAMPO's legal counsel. The TAC was asked to make a recommendation to the TPB on the draft updated Title VI Program Manual and Limited English Proficiency (LEP) plan.

Draft Updated Title VI Program Manual – <https://bit.ly/Draft-Title-VI-Update>

Draft Updated Limited English Proficiency (LEP) Plan – <https://bit.ly/Draft-LEP-Plan-Update>

Discussion: None.

Action: Recommend the TPB approve the Title VI Program Manual and Limited English Proficiency (LEP) plan, as presented. (16-0)

Motion: Joe Dessenberger

Second: Paul Gunzelman

5. Discussion/Updates

A. Safe Routes to School (SRTS) Update

Mr. Mohr stated that WAMPO is working with SRF Consulting Group on a regional Safe Routes to School (SRTS) planning initiative to assist local governments and K-12 schools (public and private) with the development of SRTS plans.

Chris Brown, SRF, provided additional details about the extensive data collection and engagement activities completed over the past several months. The SRTS project team has conducted more than 50 school walk audits, met with school and local-government staff, observed arrival and dismissal operations, and collected parent/caregiver survey responses. Student Travel Tallies are also being collected from each participating school. The presentation shared early findings from the data collection efforts and examples from several schools of how the data are being used.

Discussion:

Chad Parasa, WAMPO, noted how much effort has been put into data collection thus far and asked whether there would be criteria for prioritizing the recommendations. Mr. Brown agreed that it is important to have criteria for qualitatively prioritizing recommendations.

Moumita Kundu asked if neighborhood plans for the areas surrounding the schools have been referenced or considered, sharing that some may or may not include details about sidewalk improvements or other matters relevant to SRTS. Mr. Brown said that neighborhood plans have been discussed as something to review and incorporate into the repository of information being collected.

Lynn Packer asked when recommendations will be shared with the TPB. Mr. Brown responded that preliminary reports with potential recommendations will be shared with school/district and city/county partners for their review and input in the next few months, with the plan to have more detailed recommendations by the end of summer 2026. Dan Squires commented that the sooner the recommendation reports can be shared, the better, noting that local governments are more likely to be able to program funding for projects into their annual budgets if the recommendations are shared by spring 2026.

Steve Degenhardt asked if the parent/caregiver survey was targeted geographically for participating schools. Mr. Brown responded that the survey was open to anyone, but the majority of responses came from the parents/caregivers of students at participating schools, as those schools advertised the survey to the parents/caregivers of their students. In contrast, the Student Travel Tallies cover only the participating schools, as they were collected by school staff in each classroom during the school day.

B. 2012-2025 Annual Bicycle and Pedestrian Data Report

Mr. Mohr shared that WAMPO's annual bicycle and pedestrian counts, conducted since 2012, offer crucial insights into nonmotorized travel trends in the region. Of the forty (40) planned count locations for 2025, at least one two-hour count was completed at thirty-eight (38) of them, and at twenty-six (26) locations, at least one weekday and one weekend count were performed, which is required for the meaningful estimation of location-specific nonmotorized Annual Average Daily Traffic (AADT).

During a review of draft AADT estimates, some past-year inconsistencies were discovered in the application of conversion factors from the National Bicycle and Pedestrian Documentation (NBPD) program. To address this, WAMPO staff reviewed all raw count data and documented a clear interpretation of methods from the NBPD. The resultant methodologies have now been applied consistently to data from all years in which counts were conducted. The data and updated nonmotorized AADT estimates are detailed in the 2012-2025 Annual Bicycle and Pedestrian Data Report.

In addition to recruiting volunteers to conduct bicycle and pedestrian counts, nine (9) MioVision automatic bicycle and pedestrian counters were deployed during the 2025 count. Several of those counters were placed at locations where manual counts were also conducted to validate the accuracy of the results and assess the practical feasibility of deploying such equipment.

Discussion:

Paul Gunzelman asked if the automatic counters would be deployed at different locations during the 2026 count. Mr. Mohr responded that WAMPO staff would be interested in deploying them to additional locations as well as the same locations as in 2025, in order to compare results from multiple years.

Lynn Packer asked if the automatic counters are deployable in most of the 2025 count locations. Mr. Mohr said that they can be deployed wherever there is something to attach the counters to, such as a utility pole.

6. Other Business

None.

7. Meeting adjourned at 10:42 AM

The next regular meeting will be held on Monday, January 26, 2026, at 10:00 AM.