

NOTICE OF MEETING

Des Moines Area Metropolitan Planning Organization (MPO)
Transportation Technical Committee (TTC)
Planning Subcommittee
10:00 a.m., Monday, June 18, 2018
Des Moines Area MPO Burnham Conference Room

TENTATIVE AGENDA

1. **Call To Order**
2. **VOTE: Approval of Agenda**
3. **VOTE: Approval of the Meeting Minutes**
 - [Attachment: May 21, 2018, Meeting Minutes](#)
4. **REPORT: City of West Des Moines Staff Reports**
 - Discussion and feedback regarding how to ensure that the City of West Des Moines staff report format is accessible to people with disabilities.
 - [Attachment: Toolkit Title II ADA Administrative Requirements](#)
 - [Attachment: US Department of Justice Effective Communication Technical Brief](#)
 - [Attachment: Title II Regulations](#)
 - [Attachment: National Center of Disability and Access to Education: Accessible Electronic Content](#)
5. **REPORT: City of Indianola Director of Community & Economic Development Job Posting**
 - Discussion and feedback on the City of Indianola's job posting for Director of Community & Economic Development.
 - [Attachment: Director of Community & Economic Development Job Posting](#)
6. **REPORT: Long-Range Transportation Plan – Scenario Planning**
 - Report and discussion on potential scenarios for the Long-Range Plan Steering Committee.
7. **Other Non-Action Items of Interest to the Committee**
8. **Next Meeting Date**
 - 10:00 a.m., Monday, July 16, 2018, Des Moines Area MPO Office.
9. **Adjournment**

The established protocol for minutes of this meeting will be to list all attendees, and with each item on which a vote is conducted in the ordinary course in order to take formal action, those voting nay or abstaining will be identified by name. Any member who is absent from the meeting for any period of time during which a vote of the body is taken, is expected to notify the recording secretary at the conclusion of the meeting so that the absence can be duly noted in the minutes. Roll Call votes will be taken as required by law or upon the request of any member that is approved by the chair, and the vote of each member for or against the proposition, or abstention, will be incorporated in the minutes or recorded on a separate sheet attached to the minutes.

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