

Ouachita Council of Governments  
Regular Meeting Minutes  
August 22, 2022

Members Present:	Mayor Friday Ellis City of Monroe	Mayor Staci Mitchell City of West Monroe
	Kema Dawson Monroe City Council	Shane Smiley Ouachita Parish Police Jury
	Thom Hamilton City of West Monroe	
Staff Present:	Doug Mitchell Executive Director	Shelby Rybicki Planner I
	Jeff Maxwell CPA	Tyler Burdeaux Planner II/GIS
	Celine Flores-Robinson Planner I/Grant Writer	Jeffrey Tyler Planner I

A public hearing was held August 22, 2022, at the Council Chambers of the Monroe Government Plaza at 11:30 a.m. to hear comments from the public regarding the FFY 23-26 TIP introduced at the previous July 25, 2022, OCOG meeting. There were no comments.

The Ouachita Council of Governments meeting was called to order by Staci Mitchell. The meeting was held in the Council Chambers of the Monroe Government Plaza.

A roll call certified a quorum was present.

A motion was made by Thom Hamilton and seconded by Friday Ellis to approve the July 25, 2022, minutes. Motion carried unanimously.

A motion was made by Friday Ellis and seconded by Thom Hamilton to recess OCOG and enter into the Transportation Policy Committee. Motion carried unanimously.

**Transportation Policy Committee**

A motion was made by Thom Hamilton and seconded by Friday Ellis to approve the FFY 23-26 TIP for adoption. Motion carried unanimously.

Kirk Gallien of Neel-Schaffer Engineering updated OCOG on the Safe Streets and Roads for All (SS4A) discretionary grant program. OCOG agreed to move forward and apply for the grant through North Delta Regional Planning and Development District.

A motion was made by Thom Hamilton and seconded by Friday Ellis to adjourn the Transportation Policy Committee and reconvene OCOG. Motion carried unanimously.

A motion was made by Friday Ellis and seconded by Thom Hamilton to ratify the actions of the Transportation Policy Committee. Motion carried unanimously.

A motion was made by Thom Hamilton and seconded by Friday Ellis to accept the Budget to Actual Report as presented by Jeff Maxwell. Motion carried unanimously.

Mr. Richard Ardis gave a presentation on Louisiana DOTD's Motorist Assistance Patrol (MAP) Incident Management Operations Program. The primary mission of this program is to: mitigate traffic related accidents, minimize the impacts of roadway incidents, aid emergency services, safeguard the motoring public, and restore the flow of traffic back to normal as safely and quickly as possible.

**Ambulance Advisory Board**

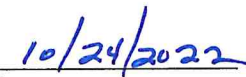
No report.

**Long Term Recovery Board**

A motion was made by Thom Hamilton and seconded by Friday Ellis to amend the agenda and add Karen Cupit. Mrs. Cupit updated OCOG on the awarding of round one grants by the Louisiana Watershed Council.

There being no other business a motion was made by Thom Hamilton and seconded by Friday Ellis to adjourn. Motion carried unanimously.

  
\_\_\_\_\_  
Doug Mitchell  
Executive Director, OCOG

  
\_\_\_\_\_  
Date



# OUACHITA COUNCIL OF GOVERNMENTS

Monroe

West Monroe

Ouachita Parish

3000 KILPATRICK BLVD • MONROE, LOUISIANA 71201

OUACHITA COUNCIL OF GOVERNMENTS  
MONROE GOVERNMENT PLAZA  
COUNCIL CHAMBERS  
AUGUST 22, 2022  
12 NOON  
**AMENDED**

## AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF PRIOR MEETING MINUTES

*Action Item*

RECESS OCOG

*Action Item*

TRANSPORTATION POLICY COMMITTEE

A. FFY 23-26 TIP – ADOPT

*Action Item*

B. SS4A ACTION PLAN GRANT

Mr. Kirk Gallien

RECONVENE OCOG

*Action Item*

RATIFY ACTIONS OF TRANSPORTATION COMMITTEE

*Action Item*

BUDGET TO ACTUAL REPORT

*Action Item*

MAP PROGRAM PRESENTATION

Mr. Richard Ardis

LONG TERM RECOVERY EXECUTIVE BOARD

Mrs. Karen Cupit

ADJOURNMENT

*\*HOMELAND SECURITY AND EMERGENCY PREPAREDNESS REPORT\**

**An Equal Opportunity Employer**

August 3, 2022

Mr. Doug Mitchell  
Executive Director  
North Delta Regional Planning & Development District  
3000 Kilpatrick Blvd.  
Monroe, Louisiana 71201

**RE: Highway Safety Action Plan**

Dear Mr. Mitchell,

At a meeting of the Ouachita Council of Governments (OCOG) on July 25, 2022, I presented information regarding Safe Streets and Roads for All (SS4A) grants to the Transportation Policy Committee. Members of the committee requested I provide additional information regarding the SS4A grants program as well as a cost estimate for creating an Action Plan for Ouachita Parish which includes rural Ouachita Parish, the City of Monroe, and the City of West Monroe. In response to this request, the following is provided.

The Bipartisan Infrastructure Law (BIL) recently established the new Safe Streets and Roads for All discretionary federal grant program. The program provides \$1 billion of federal funds annually over the next 5 years with a total appropriation of \$5 billion. The goal of the SS4A program is to reduce and prevent roadway fatalities and serious injuries. MPO's, parishes, cities, towns, transit agencies, special districts that are subdivisions of a state, and federally recognized tribal governments are eligible for and can apply for funding through this grant program.

There are two types of SS4A grants, specifically Action Plan Grants and Implementation Grants. Each applicant can submit only one grant application per year, either for an Action Plan Grant or an Implementation Grant, and the applicant will be the direct recipient of the funds. The program requires a 20% local match for either grant type. All matching funds must be from non-federal sources and may include cash or in-kind services such as staff labor on projects. The source of the local match should be identified in the grant application.

Action Plan Grants are used to create an Action Plan that identifies projects and/or strategies to reduce and prevent roadway fatalities and serious injuries. Action Plans have specific detailed requirements that must be followed for the projects and/or strategies identified in the Action Plan to qualify for Implementation Grants. Action Plans must include leadership commitment and goal setting that includes a timeline for eliminating roadway fatalities and serious injuries or a timeline of reduction percentages with an eventual goal to eliminate roadway fatalities and serious injuries. Specifically, Action Plans must include the following:

1. Leadership commitment and goal setting
2. Planning structure through a committee
3. Safety analysis
4. Engagement and collaboration with the public and relevant stakeholders
5. Equity considerations using inclusive and representative processes
6. Assessment of current policies and identification of opportunities for improvement
7. Comprehensive set of projects and strategies to address identified safety problems
8. Description of how progress will be measured and public transparency methods



August 3, 2022  
Mr. Doug Mitchell  
Page 3

To take advantage of these funding opportunities, we would recommend the MPO apply for an Action Plan Grant in the current year, Year 1. As discussed at the OCOG meeting, this application can include rural Ouachita Parish, the City of Monroe, and the City of West Monroe. This will allow each jurisdiction to apply for implementation Grants to implement projects and/or strategies identified in the completed Action Plan for their respective jurisdiction.

The estimated cost of creating an Action Plan for Ouachita Parish, which includes rural Ouachita Parish, the City of Monroe, and the City of West Monroe is \$400,000. Neel-Schaffer will assist the MPO with submitting the grant application at no cost. If the Action Plan Grant is approved for the estimated cost, 80% of the cost to create the Action plan would be funded by the grant (\$320,00) and 20% would require local funding (\$80,000). Please note that the deadline for completing the Action Plan Grant application for Year 1 is September 15, 2022; therefore, a decision regarding the Action Plan Grant application will need to be made as soon as possible to meet this deadline.

Starting in Year 2, rural Ouachita Parish, the City of Monroe, and the City of West Monroe can separately apply for Implementation Grant funds to implement projects and/or strategies identified in the Action Plan for their respective jurisdictions.

Should you have any questions or if I may be of further service to you in any way, please feel free to contact me at 318-376-0327.

Sincerely,  
NEEL-SCHAFFER, INC.



R. Kirk Gallien, P.E., PTOE  
Senior Project Manager

Cc: Nick Ferlito, Jr., P.E., PTOE, Senior Vice President, Neel-Schaffer, Inc.  
Vijay Kunada, P.E., PTOE, PTP, Senior Vice President, Neel-Schaffer, Inc.  
Jerry Trumps, Executive Vice President, Neel-Schaffer, Inc.



## Budget to Actual August 22, 2022

	<u>Contract Budget</u>	<u>Y-T-D Budget</u>		<u>July 2022</u>	<u>Y-T-D July 2022</u>		<u>June 2022</u>	<u>Prior Year</u>
Local	35,613	2,968	8.33%	-	-	0.00%	8,903	35,613
FTA/Hum Svcs	143,866	11,989	8.33%	10,517	10,517	7.31%	8,809	72,250
FHWA	367,589	30,632	8.33%	32,562	32,562	8.86%	28,394	328,266
Safety	1,020,170	<u>694,282</u>	68.06%	<u>15,234</u>	<u>679,345</u>	66.59%	<u>21,282</u>	<u>664,111</u>
TOTAL		739,871	51.82%	58,313	722,424	50.60%	67,388	1,100,240

DOTD now want us to show the budget by the contract totals and not the yearly totals.

Safety is a 5 year contract plus a one year extension (6 years). This budget just started year 5.

1 Budgeted amounts remaining on contract per month:

Local	35,613	11	3,237.55
Safety	340,825	23	14,818.48
FTA	133,349	11	12,122.64
FHWA	<u>335,027</u>	11	<u>30,457.00</u>
	844,814		60,635.66



## Overview of Motorist Assistance Patrol Program for Alexandria (Last 12 Months)

Alexandria

Baton Rouge

Baton Rouge Construction

Lafayette

Lake Charles

LC Construction

New Orleans

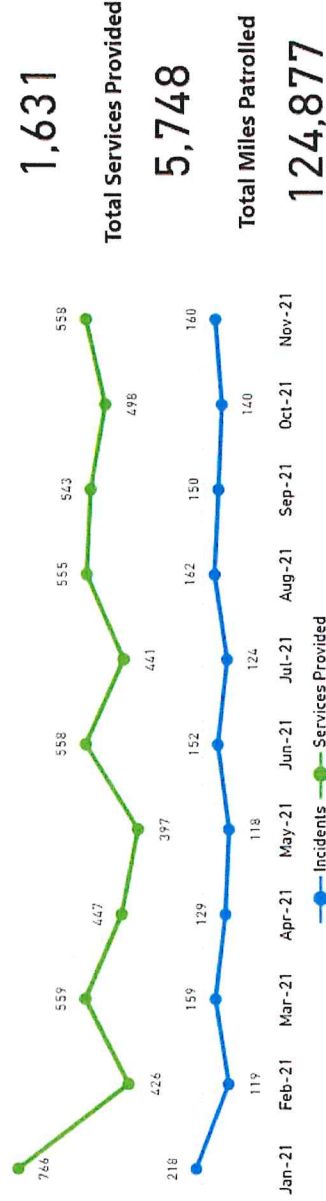
North Shore

NS Construction

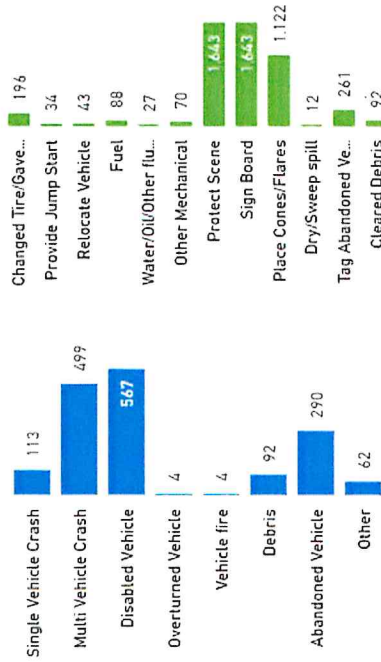
Date Range  
1/1/2021 12/31/2021

Location	# of Incidents	# of Services	Miles Patrolled
Alexandria	1,631	5,748	124,877

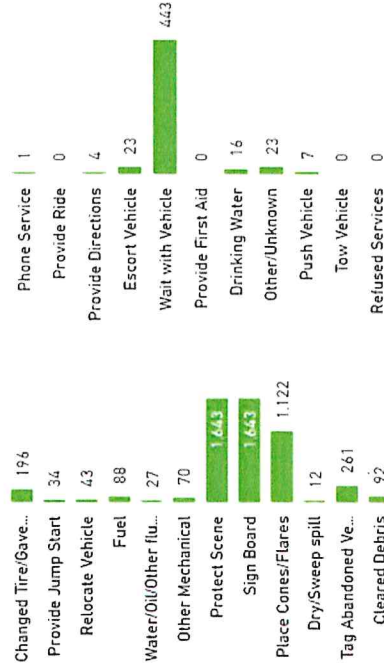
Incidents & Services Provided (12 Months Trend)



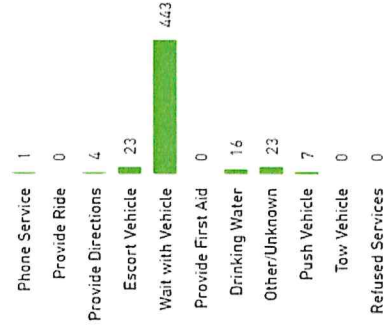
Types of Incident



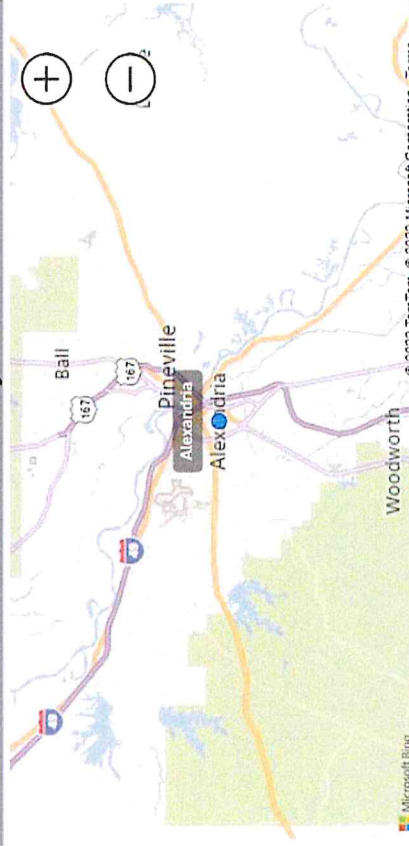
Services Provided 1



Services Provided 2



Total Incidents by Location



**Shelby Rybicki**

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**From:** Doug Mitchell  
**Sent:** Wednesday, August 10, 2022 4:05 PM  
**To:** Shelby Rybicki  
**Subject:** FW: [EXTERNAL] FW: Monroe Area MAP estimate  
**Attachments:** Alexandria Data 2021.jpg

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**From:** Natalie Sistrunk <Natalie.Sistrunk@la.gov>  
**Sent:** Wednesday, August 10, 2022 2:24 PM  
**To:** Doug Mitchell <doug@northdelta.org>  
**Subject:** FW: [EXTERNAL] FW: Monroe Area MAP estimate

FYI

**NATALIE J. SISTRUNK, P.E., PTOE**  
DISTRICT TRAFFIC OPERATIONS ENGINEER –DISTRICT 05  
STATE OF LOUISIANA -DEPARTMENT OF TRANSPORTATION (DOTD)  
P.O. BOX 4068, MONROE, LA 71201  
PHONE: 318.342.0105  
[NATALIE.SISTRUNK@LA.GOV](mailto:NATALIE.SISTRUNK@LA.GOV)

This correspondence and the information contained herein is prepared solely for the purpose of identifying, evaluating and planning safety improvements on public roads which may be implemented utilizing federal aid highway funds; and is therefore exempt from discovery or admission into evidence pursuant to 23 U.S.C. 407.

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**From:** Ardis, Richard (Serco NA) <[Richard.Ardis@serco-na.com](mailto:Richard.Ardis@serco-na.com)>  
**Sent:** Wednesday, August 10, 2022 2:02 PM  
**To:** Natalie Sistrunk <Natalie.Sistrunk@la.gov>  
**Subject:** FW: [EXTERNAL] FW: Monroe Area MAP estimate

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**EXTERNAL EMAIL:** Please do not click on links or attachments unless you know the content is safe.

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Serco Business

Hello Ms Sistrunk,

I was reaching out to see if you needed any additional information regarding the MAP program. Please feel free to contact me if you have any questions.

Respectfully,



Rick

Richard Ardis  
Program Manager  
Incident Management Operations  
LADOTD Motorist Assistance Patrol

804-298-4778

[Richard.Ardis@serco-na.com](mailto:Richard.Ardis@serco-na.com),



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serco

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This e-mail and any attachments are for the intended recipient(s) only and may contain proprietary, confidential material. If you are not the intended recipient, (even if the email address above is yours) do not use, retain, copy or disclose any part of this communication or any attachment as it is strictly prohibited and may be unlawful. If you believe that you have received this e-mail in error, please notify the sender immediately and permanently delete. This email may be a personal communication from the sender and as such does not represent the views of the company. Thank you.

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**From:** Ardis, Richard (Serco NA)  
**Sent:** Wednesday, June 8, 2022 8:02 AM  
**To:** 'Ben Nichols' <[Ben.Nichols@LA.GOV](mailto:Ben.Nichols@LA.GOV)>  
**Subject:** RE: [EXTERNAL] FW: Monroe Area MAP estimate

Serco Business

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**From:** Ben Nichols <[Ben.Nichols@LA.GOV](mailto:Ben.Nichols@LA.GOV)>  
**Sent:** Monday, June 6, 2022 4:17 PM  
**To:** Ardis, Richard (Serco NA) <[Richard.Ardis@serco-na.com](mailto:Richard.Ardis@serco-na.com)>  
**Subject:** [EXTERNAL] FW: Monroe Area MAP estimate

Attention: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Can you get us a number of incidents per year that MAP works in the Alexandria area?

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**From:** Natalie Sistrunk

**Sent:** Monday, June 06, 2022 4:11 PM

**To:** Ben Nichols <[Ben.Nichols@LA.GOV](mailto:Ben.Nichols@LA.GOV)>

**Cc:** Lucy Kimbeng <[Lucy.Kimbeng@LA.GOV](mailto:Lucy.Kimbeng@LA.GOV)>; Taylor Butler <[Taylor.Butler@LA.GOV](mailto:Taylor.Butler@LA.GOV)>; Bridget Skinner <[Bridget.Skinner@la.gov](mailto:Bridget.Skinner@la.gov)>

**Subject:** RE: Monroe Area MAP estimate

Do you happen to have a ball park as to about how many incidents MAP responds to in the Alexandria District (08) per year? I was going to include this with my e-mail if it was easily accessible. Thank you.

**NATALIE J. SISTRUNK, P.E., PTOE**

DISTRICT TRAFFIC OPERATIONS ENGINEER –DISTRICT 05

STATE OF LOUISIANA -DEPARTMENT OF TRANSPORTATION (DOTD)

P.O. Box 4068, MONROE, LA 71201

PHONE: 318.342.0105

[NATALIE.SISTRUNK@LA.GOV](mailto:NATALIE.SISTRUNK@LA.GOV)

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**From:** Ben Nichols <[Ben.Nichols@LA.GOV](mailto:Ben.Nichols@LA.GOV)>

**Sent:** Tuesday, May 31, 2022 9:00 AM

**To:** Natalie Sistrunk <[Natalie.Sistrunk@la.gov](mailto:Natalie.Sistrunk@la.gov)>

**Cc:** Lucy Kimbeng <[Lucy.Kimbeng@LA.GOV](mailto:Lucy.Kimbeng@LA.GOV)>

**Subject:** Monroe Area MAP estimate

## Monroe Area MAP Estimate

### MAP costs:

2 MAP trucks, 12hrs/day, weekdays and a MAP area manager 40hrs/week: \$520,000/year

MPO is responsible for half of the cost or \$260,000.

The process would be for the MPO to agree and the TIP will need to be updated to reflect this cost. Dawn Sholmire ([dawn.sholmire@la.gov](mailto:dawn.sholmire@la.gov)) with DOTD may be able to help with this.

Once this is done let us know and we can work to get the funding added to the project. Then we would work on an estimated start date.

We would also need to come up with a location for a MAP office.

### MAP coverage area:

We can discuss what would be best but here is my proposal:

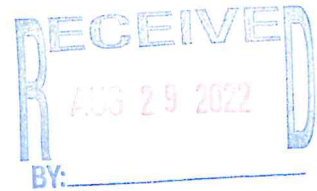
I-20 from Well Road (Exit 112) to LA 594 Millhaven/Russel Sage (Exit 124), 12 miles

**MAP services:**

All MAP Operators shall provide the following Roadway services:

- Traffic control when first on-site of an incident.
- Traffic control at an incident under the direction of the on-site incident commander.
- Remove minor debris from the highway.
- Tag abandoned vehicles left on the shoulder.
- Apply absorbent material on the following fluids spilled on the highway:
  - Fuel
  - Oil
  - Transmission fluid
  - Coolant
- Suppress small vehicle fires.

Publisher of  
**The News-Star**  
www.thenewsstar.com  
MONROE, LOUISIANA  
**PROOF OF PUBLICATION**



OUACHITA COUNCIL OF GOVERNMENT  
3000 KILPATRICK BLVD  
MONROE, LA 71201

Account No.: SHR-304416

Ad No.: 0005369639

Ad Total: \$17.29

PO #:

**This is not an invoice**

# of Affidavits 1

The hereto attached advertisement was published in The News Star. A daily newspaper of general circulation. Published in Monroe, Louisiana. Parish of Ouachita in the issues dated:

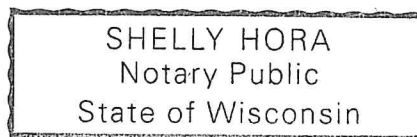
08/11/2022

  
\_\_\_\_\_  
LEGAL CLERK

Subscribed and sworn to before me on this 11 day of August, 2022 AD

  
\_\_\_\_\_  
Notary Public. State of Wisconsin. County of Brown

  
\_\_\_\_\_  
My commission expires



The regular meeting  
of the Ouachita  
Council of Govern-  
ments is scheduled  
for Monday, August  
22, 2022, at 12 noon in  
the Council Cham-  
bers of the Monroe  
Government Plaza.  
A public hearing will  
be held at 11:30 a.m.  
to hear comments  
from the public re-  
garding the FY 23-26  
Draft TIP.  
Monroe, LA  
8/11/22