JOPLIN AREA

Transportation Study Organization

Public Participation Plan

Approved: _____

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Executive Summary

Since 2009, JATSO has evaluated the successes and failures of various methods of public participation previously undertaken and has been working on addressing these results. This evaluation has taken place as a series of discussions between JATSO, the Federal Highway Administration, the Federal Transit Administration, and the Missouri Department of Transportation. Federal regulation (23 CFR 450.316) requires JATSO to periodically review "the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open process." The Public Participation Plan is a document that evolves over time.

The JATSO 2025 Public Participation Plan (PPP) is an update of the 2023 PPP. JATSO updates its PPP periodically, as needed. Updating the PPP helps ensure JATSO employes the latest techniques and utilizes the most up-to-date resources to actively engage public participation on our planning activities. Several revisions have been made to the PPP that was approved by the JATSO Policy Board on September 28, 2023. Updates include:

1. Engagement section of the plan was revised to better explain the current engagement methods used and a Virtual Public Engagement method was added.

2. Content throughout the plan was updated per the recommendations of Promising Practices for Meaningful Public Involvement in Transportation Decision-Making, U.S, Department of Transportation, 2022, and the Transportation Research Board's National Cooperative Highway Research Program (NCHRP) Report 710: Practical Approaches for Involving Traditionally Underserved Populations in Transportation Decision-making, 2012.

3. Individual participation processes for each of JATSO's planning documents (UPWP, MTP, TIP, and PPP updates) were added.

4. The Public Meeting and Public Notification section was amended to incorporate virtual meetings, and the emergency meeting section was revised per Missouri Sunshine Law requirements.

5. JATSO's organizational chart and voting member list was updated with current staff and member information.

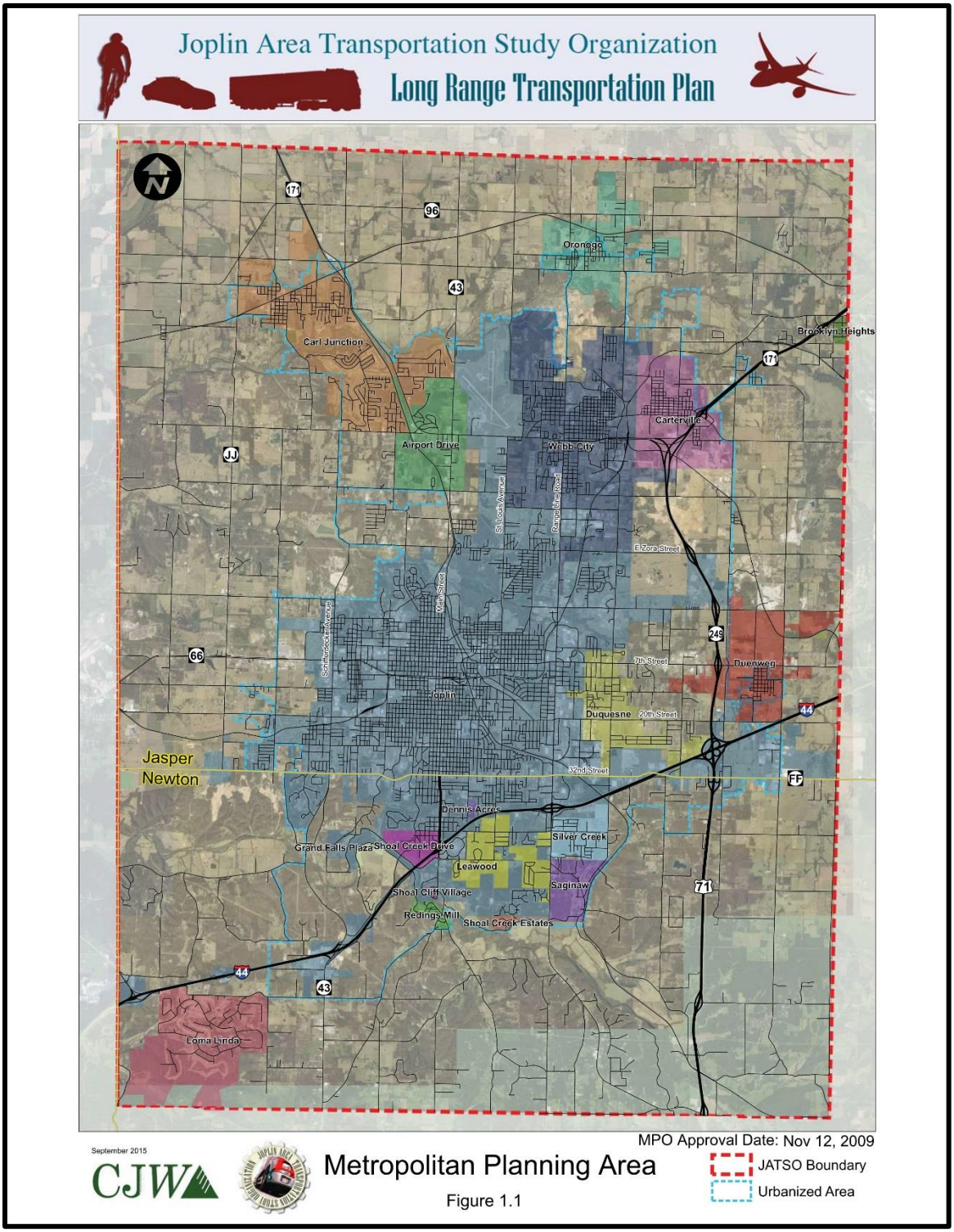

Joplin Area Transportation Study Organization
Long Range Transportation Plan
Oronogo
Carl Junction
Airport Drive
Webb City
Carterville
Brooklyn Heights
Joplin
Duquesne
Duenweg
Jasper
Newton
Dennis Acres
Grand Falls Plaza
Shoal Creek Drive
Silver Creek
Leawood
Saginaw
Shoal Cliff Village
Redings Mill
Shoal Creek Estates
Loma Linda
Range Line Road
Main Street
Schifferdecker Avenue
7th Street
20th Street
32nd Street
E Zora Street
September 2015
CJW
MPO Approval Date: Nov 12, 2009
JATSO Boundary
Urbanized Area
Metropolitan Planning Area
Figure 1.1

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INTRODUCTION

The Joplin Area Transportation Study Organization (JATSO) is the federally designated Metropolitan Planning Organization (MPO) serving several communities in the Joplin, Missouri metro area including unincorporated parts of Jasper and Newton counties. The study area is defined as the area projected to become urbanized within the next 20 years. The JATSO Policy Board includes elected and appointed representatives from the cities of Joplin, Carl Junction, Webb City, Harry S. Truman Coordinating Council (HSTCC), Metropolitan Area Public Transit System (MAPS), Missouri Department of Transportation (MoDOT), and the Jasper and Newton County Commissions.

As an MPO, JATSO conducts regional transportation planning and project programming within its study area. JATSO's mission is "To provide an environment for meaningful public participation between a diverse community of stakeholders, state and local officials, and members of the public in support of the transportation planning process." The Joplin Area Transportation Study Organization is committed to proactively involving the public in identifying and addressing transportation issues in accordance with a process that is comprehensive, cooperative, and continuous. This process covers federal transportation projects (FHWA, FAA, & FTA), and other regionally significant roadway, bicycle, and pedestrian projects.

This plan is intended to ensure that public participation is an integral and effective part of JATSO activities and that decisions are made with the benefit and consideration of a wide range of public perspectives. Regular public participation enables JATSO to make informed decisions, improve quality through collaborative efforts, and build mutual understanding and trust between JATSO, and the public it serves.

JATSO is responsible for four major transportation plans and programs: Metropolitan Transportation Plan (MTP); Transportation Improvement Program (TIP); Unified Planning Work Program (UPWP); and Public Participation Plan (PPP). In addition, JATSO is responsible for preparing other transportation plans and studies as needed.

JATSO must adopt an MTP covering at least 20 years and update it every five years. The TIP selects projects from the MTP to fund for construction and must also be adopted by the JATSO Policy Board. No federal transportation funds can be spent on a project unless it is in the MTP and the TIP. In addition to the MTP and TIP, JATSO is required to prepare a UPWP which specifies the planning work activities to be developed by JATSO staff each year. The PPP documents policies and processes implemented by JATSO to increase public involvement in the planning process.

Public participation requirements derive from many sources and must comply with Federal Highway Administration (FHWA) requirements that MPO's, "Include a proactive public involvement process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing involvement of the public in developing plans and TIPs." (23 CFR 450.316)

The Moving Ahead for Progress in the 21st Century (MAP-21), requirements state, "The MPO shall develop and use a documented participation plan that defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process."

The "Fixing America's Surface Transportation Act" (FAST Act), signed into law on December 4, 2016, by President Barack Obama, contains specific language outlining federal requirements regarding public involvement processes and procedures. In general, the Fast ACT legislation built upon previous transportation legislation (MAP-21, ISTEA, TEA-21 and SAFETEA-LU) to provide states and metropolitan planning organizations specific direction in conducting and promoting broad-based public involvement activities. FAST Act Legislation requires metropolitan planning organizations to provide citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with a reasonable opportunity to comment on the transportation plan.

In addition, JATSO is required to be proactive in involving traditionally underserved populations in the planning process. Traditionally underserved can be defined as low-income and minority populations including Hispanics/Latinos, African Americans/Blacks, Asian Americans, Native American/Alaskan Natives, Native Hawaiians, and Pacific Islanders. Title VI and other civil rights legislations, executive orders, and transportation legislation recognizes those with limited English proficiency, low-literacy populations, seniors, persons with disabilities, and transit-dependent populations to be considered underserved groups in the transportation decision-making process. Beyond the federal requirements, participation by citizens, affected public agencies, community groups, and other interested parties is an important part of a successful public planning program.

Title VI of the Civil Rights Act of 1964 prohibits discrimination based on race, color, and national origin. Title VI applies to all organizations that receive federal funding.

Section 504 of the Rehabilitation Act of 1973 and The Americans with Disabilities Act of 1991 prohibit discrimination based on a disability by public and private sector parties.

In 1994, Executive Order 12898, required federal agencies make environmental justice part of their mission by identifying and addressing, disproportionately high and adverse effects of its programs, policies, and activities on minority and low-income populations.

In 2000, Executive Order 13166 gave Title VI discrimination protections to people with Limited English Proficiency (LEP).

JATSO believes it's important to give people the opportunity to have a meaningful impact on the development of plans and programs that affect them. The PPP provides direction and documents the process for inclusive community engagement for the JATSO transportation planning activities. The PPP is the method JATSO uses to maintain compliance with federal regulations and measure the effectiveness of procedures and strategies aimed at supporting early and continuous involvement of the public.

PARTICIPATION POLICIES

Goal: To provide the public with a process that proactively seeks full representation from the community, considers public comments and feedback, and incorporates that feedback into a project, program, or plan ensuring that individuals and communities have an equitable voice in transportation decision-making processes, especially in historically underserved communities.

PUBLIC PARTICIPATION PLAN OBJECTIVES

This Public Participation Plan is intended to provide direction for public involvement activities to be conducted by JATSO and contains the policies, objectives, and techniques used by JATSO for public involvement. In its public participation process, JATSO will:

1. Provide timely information about transportation issues and processes to citizens, affected public agencies, representatives of transportation agencies, private providers of transportation, other interested parties and segments of the community affected by JATSO's plans, programs and projects (including but not limited to local jurisdiction concerns). Interested parties can sign-up for JATSO News Flash email or text notifications on the JATSO website: www.joplinmo.org
2. Provide reasonable public access to technical and policy information used in the development of the Metropolitan Transportation Plan, the Transportation

Improvement Program, and other JATSO plans, programs and projects, and conduct open public meetings where matters related to transportation programs are being considered. JATSO projects, programs, plans and resources are available on the JATSO website: www.joplinmo.org/1123/JATSO

3. Give adequate notice of public participation activities and allow time for public review and comment at key decision points including, but not limited to, development of the Metropolitan Transportation Plan, the Transportation Improvement Program, and other JATSO plans, programs and projects, as well as review of environmental impact.
4. If the final draft of any JATSO plan, program or project differs significantly from the one available for public comment by JATSO and raises new material issues, which interested parties could not reasonably have foreseen, an additional opportunity for public comment on the revised plan, program or project shall be made available.
5. Solicit the needs of those traditionally under-served by existing transportation systems, including but not limited to the transportation disadvantaged, minorities, elderly, persons with disabilities, limited English proficiency (LEP), and low-income households. JATSO shall provide reasonable opportunities for affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with a reasonable opportunity to comment on JATSO's plans, programs and projects.
6. Coordinate the public participation process with statewide public participation processes wherever possible to enhance public consideration of the issues, plans and programs, and reduce redundancies and costs.
7. Ensure that the requirements of Title VI of the Civil Rights Act of 1964 are met and that appropriate actions are taken during all phases of public involvement to comply with the Americans with Disabilities Act. JATSO shall not exclude any person from participating in any program receiving federal assistance based on race, color or national origin and shall undertake reasonable effort to accommodate citizens with disabilities who wish to attend public meetings.
8. Continuously evaluate the public participation process to verify it is adequately addressing the needs of JATSO stakeholders.
9. Upon receiving public comments, JATSO will respond in a timely manner (within 48 hours if staffing permits) and provide summaries of comments to appropriate boards and committees, and related agencies.

10. A summary, analysis, and report on the disposition of comments shall be made as part of the final Metropolitan Transportation Plan and the final Transportation Improvement Program.

PUBLIC ENGAGEMENT METHODS

The resources listed here are the methods JATSO uses to engage and communicate with the individuals and stakeholders we serve.

The JATSO Website: www.joplinmo.org/1123/JATSO

The JATSO website is hosted on the City of Joplin's website. JATSO's upcoming meetings and agendas, projects, programs, plans and resources are viewable on the website. Work products, such as the PPP, UPWP, TIP, and MTP are available on the site. The site contains an "About Us" page that provides information regarding "What is JATSO?" and "What does JATSO Do?" The website has a section which allows users to sign-up for JATSO News Flash Notifications. JATSO uses News Flash Notifications to send press releases, announcements, agendas, and project updates to the press, government agencies, committees, and interested parties.

SOCIAL MEDIA

JATSO participates in social media activities to supplement traditional public outreach activities. JATSO press releases are distributed on the City of Joplin social media pages. As social media continues to evolve and expand, the MPO will evaluate new, future modes, as they develop.

VISUALIZATION TECHNIQUES

Visualization techniques will be used in describing the Metropolitan Transportation Plan and the Transportation Improvement Program, including charts, graphs, photographs, maps, and the use of GIS systems or power point presentations.

The JATSO Logo

The JATSO logo is prominently featured on all work products. The logo helps the public recognize documents and activities associated with JATSO and helps them become familiar with its planning role.

Press Releases

Formal press releases are sent to local media contacts to announce upcoming meetings, comment periods for plan documents, and to provide information on specific issues being considered by JATSO.

Virtual Public Involvement

JATSO employs virtual public involvement tools that make public participation more convenient than attending in-person public meetings. In-person meetings may conflict with work and school schedules or are less accessible to individuals that rely on public transit or have disabilities. In 2025, JATSO implemented a virtual/in-person blended approach for holding Policy Board Meetings. In-person Policy Board Meetings are held at the dates/times scheduled on the JATSO website. 7 days prior to the scheduled meeting date, a TEAMS meeting invitation is sent via JATSO News Flash Notification to everyone on JATSO's notification list and posted for public display (see Public Meetings p18). TEAMS participants viewing the meeting have their camera and microphone disabled. Participants can view and listen to the in-person meeting via TEAMS, but participants can only see and hear the Board Members attending the in-person meeting. TEAMS Participants are encouraged to submit their questions or comments in the chat box. A JATSO staff member moderates the TEAMS chat during the meeting and reads the comments to the Policy Board at designated times during the meeting. This allows individuals to make comments, ask questions, and receive feedback in real-time. Each TEAMS meeting is recorded and a link to the recording is posted on the JATSO website.

Surveys

JATSO uses web-based applications to generate electronic surveys. Hyperlinks to the surveys are then disseminated via email, press release, JATSO News Flash Notifications, and the JATSO website. Hard copies are also produced and distributed at public meetings, community events, and the JATSO office.

Public Meetings/Community Events

JATSO's public meetings are generally open and informal, with project team members interacting with the public on a one-on-one basis. Brochures and fact sheets may be provided at these meetings. JATSO may coordinate with other local agencies to attend events where transportation issues are not the focus to solicit comments from individuals who are not usually involved in the transportation planning process.

Posters and Flyers

Posters and flyers are used to announce meetings and events and are distributed to public places such as City Halls, community centers, transit buses, and MAPS main office for display. Posters and flyers can be used to reach a larger audience than other notification methods.

PUBLIC PLANNING ACTIVITIES

State and local agencies, and officials responsible for planning activities within the Metropolitan Planning Area that are affected by transportation, will be consulted in the development of the Metropolitan Transportation Plan (MTP), the Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP), and Public Participation Plan (PPP) to the maximum extent practical. Many of these entities, such as local entities involved with planned growth, economic development, environmental protection, airport operations or freight transportation, are represented on the JATSO Policy Board or ad hoc subcommittees and technical groups. Planning participation processes for each of the JATSO's plans are described later in this document.

To support outreach to stakeholders, interested parties and the public, JATSO maintains a database of contacts so that these parties may be notified when plans, studies or other activities are planned, and that they may have reasonable opportunities to comment on and/or participate in activities, products, Policy Board meetings, subcommittees, panels, and focus groups. Listed below are the applicable interested parties, per 23 CFR 450.316, JATSO interacts with:

- Elected Officials
- Transportation Agencies (airport, transit, etc.)
- Local media (TV, radio, print, etc.)
- Civic Groups
- Emergency Service Providers
- Public Transit Riders
- Freight Service Providers
- Economic Development
- Business Community
- Tourism
- Public School District Representatives
- Government (Local, State, Federal)
- Bicycle & Pedestrian Groups
- Community Organizations
- Protected Class Advocates (aging, mobility, LEP)
- Environmental Issue Focused Groups (land-use planning, natural resources, environmental protection, conservation, and historic preservation)

UNIFIED PLANNING WORK PROGRAM

The UPWP is a description of the proposed activities of JATSO for the upcoming fiscal year. The program is prepared annually and serves as a basis for requesting federal planning funds from the DOT through MoDOT. The UPWP serves as a management tool for scheduling, budgeting, and monitoring the planning activities of the participating agencies. This document is prepared by JATSO staff with assistance from various agencies including MoDOT, FHWA, FTA, and the JATSO Policy Board.

The draft of the new UPWP for the coming year is usually completed by August and posted for review and comments. A 7-day public comment period is required for the UPWP. The UPWP draft document is posted to the JATSO website, physical copies are available from the JATSO office, for public comment. A press release announcing the comment period is sent to media contacts, posted on the JATSO website, posted to social media, and sent by JATSO News Flash Notification to interested parties.

After the public comment period has closed. JATSO staff reviews the public comments. If the responses to public comments results in the plan or program documents being significantly different from the draft document which was sent out for public review, an additional public comment period shall be held. Determination of the need for an additional comment period will be made by JATSO staff. If significant oral and written comments and responses are received, an appendix containing the comments and recommendations will be made part of the final document.

A final draft of the UPWP is presented at JATSO's August meeting for Policy Board approval. The approved UPWP is posted on the JATSO website and sent to interested parties via JATSO News Flash Notification.

The plan may need to be changed after formal adoption.

Administrative modifications are revisions to the plan that do not meet the criteria of an amendment including minor changes to the cost of individual budget items, task funding breakdown calculation, or funding summary by source. An administrative modification doesn't require additional public review and comment.

An amendment is a revision that requires an additional 7-day public review and comment period. The following items are classified as amendments: addition or deletion of a budget item, and major changes to the cost of individual budget items, task funding breakdown calculation, or funding summary by source.

METROPOLITAN TRANSPORTATION PLAN (MTP)

In metropolitan areas, the MTP identifies how the region intends to invest in the transportation system. JATSO's core purpose is to use the best available data to make short- and long-term decisions about the transportation needs in the JATSO area. The MTP directly supports this organizational purpose by studying existing land use and traffic patterns, emerging modes and technologies, and changing demographics to best anticipate and understand future needs. All transportation modes including passenger air travel, public transit, personal vehicles, and freight are discussed in the document. The plan advocates for transportation policies and strategies developed via public involvement and assists in prioritizing transportation improvements over the next 20 to 25 years.

A specific public participation plan will be developed for the creation of each MTP. This plan will utilize JATSO's various engagement methods during the MTP update process. The MTP is updated every 5 years while in Environmental Protection Agency (EPA) air quality attainment, and every 4 years when in non-attainment.

The draft of the MTP update is posted for review and comments. A 14-day public comment period is required for the MTP. The MTP draft document is posted to the JATSO website, physical copies are available from the JATSO office, for public comment. FHWA, FTA, and MoDOT are provided an opportunity to comment on the draft plan. A press release announcing the comment period is sent to media contacts, posted on the JATSO website, posted to social media, sent by JATSO News Flash Notification to interested parties, and posted on MAPS vehicles and at the MAPS office.

After the public comment period has closed. JATSO staff reviews the public comments. If the responses to public comments results in the plan or program documents being significantly different from the draft document which was sent out for public review, an additional public comment period shall be held. Determination of the need for an additional comment period will be made by JATSO staff. An appendix containing the comments and recommendations will be made part of the final document.

The draft of the MTP update is presented to the Policy Board for approval. The approved MTP is posted on the JATSO website and sent to interested parties via JATSO News Flash Notification. Copies of any new and/or revised plans must be provided to FHWA, FTA, and MoDOT (23 C.F.R. 450.324) prior to JATSO's annual self-certification.

The plan may need to be changed after formal adoption.

Administrative modifications are minor revisions to the plan that do not meet the criteria of an amendment including minor changes to the project/phase costs, funding sources, or project/phase initiation dates. An administrative modification doesn't require additional public review and comment, nor must they demonstrate fiscal constraint (23 C.F.R. 450.104).

An amendment is a major revision to the plan that requires an additional 14-day public review and comment period and must demonstrate fiscal constraint. The following items are classified as amendments: major changes to project costs, initiation dates or design concepts and scopes for existing projects.

TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

The TIP is the short-range capital improvement program for the transportation system within the JATSO area. The TIP is a financially constrained 4-year program outlining the most immediate implementation priorities for transportation projects and is updated every 2 years. The TIP serves to program the expenditure of federal, state, and local transportation funds. The TIP contains all regionally significant projects requiring an action by the FHWA or the FTA, whether the projects are to be funded under title 23 U.S.C. Chapters 1 and 2 or title 49 U.S.C. Chapter 53, and all regionally significant projects to be funded with non-Federal funds. To receive Federal funds, a project must be included in the TIP.

JATSO consults with the city and county governments within the JATSO area, MoDOT, Joplin Regional Airport, Metro Area Public Transit System (MAPS), and Harry S. Truman Coordinating Council during the TIP development process. MAPS relies on the locally adopted public participation process for the TIP as outlined in the PPP in lieu of the process required to develop its Program of Projects (POP).

Metro Area Public Transit System (MAPS) is the public transit provider for the JATSO area. Federal Transit Administration recipients of certain categories of funds, MAPS, must follow a public participation plan. The FTA allows a grantee, e.g., MAPS, to rely on locally adopted public participation plans for the submittal of their projects in lieu of a separate “Program of Projects” (POP) if the grantee has coordinated with JATSO and ensured that the public is aware that the JATSO plan is being used to satisfy the POP public participation requirements. MAPS meets this coordination and public awareness criteria. JATSO’s Public Participation Plan satisfies the Federal Transit Administration’s requirement of public participation for MAPS’ “Program of Projects.”

The JATSO public participation process is used to satisfy MAPS’ public participation process for the Program of Projects. Public notices for the TIP have an explicit statement that the public notice of public involvement activities and time established for public review and comments on the TIP will satisfy the Program of Projects requirements.

Prior to the start of the TIP update process, JATSO provides notice to the local city and county governments, MoDOT, and regional planning agencies to submit projects to JATSO for inclusion in the TIP. This notice provides the information required to propose projects for inclusion in the TIP and the timetable to be followed. JATSO staff is available to assist agencies developing or submitting projects for the TIP.

The draft of the TIP update is posted for review and comments. A 14-day public comment period is required for the TIP. The TIP draft document is published to the JATSO website, physical copies are available from the JATSO office, for public comment. FHWA, FTA, and MoDOT are provided an opportunity to comment on the draft plan. A press release announcing the comment period is sent to media contacts, posted on the JATSO website, posted to social media, sent by JATSO News Flash Notification to interested parties, and posted on MAPS' vehicles and at the MAPS office.

After the public comment period has closed. JATSO staff reviews the public comments If the responses to public comments results in the plan or program documents being significantly different from the draft document which was sent out for public review, an additional public comment period shall be held. Determination of the need for an additional comment period will be made by JATSO. An appendix containing the comments and recommendations will be made part of the final document.

The draft of the TIP update is presented to the Policy Board for approval. The approved TIP is posted on the JATSO website and sent to interested parties via JATSO News Flash Notification. Copies of any new and/or revised plans must be provided to FHWA, FTA, and MoDOT (23 C.F.R. 450.450) prior to JATSO's annual self-certification. Once approved by the Policy Board, the governor of Missouri must also approve the TIP.

The plan may need to be changed after formal adoption.

Administrative modifications are minor revisions to the plan that do not meet the criteria of an amendment including minor changes to the project/phase costs, funding sources, or project/phase initiation dates. An administrative modification doesn't require additional public review and comment, nor must they demonstrate fiscal constraint (23 C.F.R. 450.104).

An amendment is a major revision to the plan that requires a 7-day public review and comment period and must demonstrate fiscal constraint. Once approved by the Policy Board, the amendment must be approved by MoDOT, ONEDOT, and the governor of Missouri. The following items are classified as amendments: major changes to project costs, to initiation dates or design concepts, and to scopes of existing projects.

PUBLIC PARTICIPATION PLAN

The PPP provides a framework to guide the public participation process for JATSO's transportation planning activities (i.e. UPWP, MTP, and TIP). The Public Participation Plan specifies JATSO's procedures to be used when improving the public participation process.

The PPP is reviewed periodically and updated as conditions require. The update process is designed to meet the goals of the currently adopted Public Participation Plan and strives to employ new and/or underused methods for engaging the public. JATSO uses this process to evaluate the effectiveness of the strategies outlined in the current plan and develop new strategies for increasing public participation in JATSO planning activities.

The following steps describe the process for the development and adoption of the Public Participation Plan. These procedures will be followed for major revisions to the PPP.

1. At the direction of the JATSO Policy Board, JATSO staff will initiate a PPP update. A specific public participation plan will be developed for the creation of the new PPP. This plan will utilize JATSO's various engagement methods during the update process to actively involve underserved populations. Based on the feedback received during the public participation process, JATSO staff will develop an updated plan incorporating the proposed revisions to the PPP. The proposed PPP update will be posted for a 45-day public comment period on the JATSO website.
2. PPP update announcements will be sent to media contacts, posted on the JATSO website, posted to social media, and sent by JATSO News Flash Notification to interested parties.
3. After the public comment period has closed. JATSO staff reviews the public comments. If the responses to public comments result in the revised plan or program documents being significantly different from the original draft document which was sent out for public review, the revised PPP is posted for another 45-day public comment period to occur. Determination of the need for an additional comment period will be made by JATSO. If significant oral and written comments and responses are received, an appendix containing the comments and recommendations will be made part of the final document.
4. The Policy Board will hold a public meeting at least two calendar days after the public comment period ends to adopt proposed revisions.
5. Electronic copies of the Public Participation Plan are available on the JATSO website and printed copies of the Public Participation Plan will be available at:

   City of Joplin
   Attention: JATSO
   602 S Main Street
   Joplin, MO 64801

PUBLIC COMMENT PERIODS

Table 1 (below) shows the general information for the update frequency, public meetings comment period and committee action of primary JATSO plans and documents.

TABLE 1 – DOCUMENT UPDATE FREQUENCY AND PUBLIC COMMENT PERIODS

Document	Frequency	Public Comment Period	Committee Action
Metropolitan Transportation Plan	Every 5 years	14 calendar days	JATSO Policy Board: Approve
Metropolitan Transportation Plan Amendments	As needed	7 calendar days	JATSO Policy Board: Approve
Public Participation Plan	Periodically	45 calendar days	JATSO Policy Board: Approve
Transportation Improvement Program	Every 2 years	14 calendar days	JATSO Policy Board: Approve
Transportation Improvement Program Amendments	As needed	7 calendar days	JATSO Policy Board: Approve
Unified Planning Work Program	Every year	7 calendar days	JATSO Policy Board: Approve
Annual Listing of Obligated Projects	Every year	Posted on Website	None
Other Plans and Projects	As needed	As needed	JATSO Policy Board: Approve
Note: the public comment period will end at least two calendar days before the JATSO Policy Board meeting at which the document is to be approved or denied.			

RESPONSES TO PUBLIC COMMENTS

Often general comments regarding transportation policy, needs, or complaints are provided to JATSO. Action on these comments may include addressing the comment directly, by correspondence to a comment or question; referring comments to the correct recipient, either to different city/state departments; or sharing these comments with the governing bodies of municipalities within the JATSO area.

Interested parties may comment and make recommendations on any plan or program in person, by phone, by email, or by letter:

City of Joplin
Attention: JATSO
602 S Main Street
Joplin, MO 64801
(417) 624-0820 Ex. 1514
rlolley@joplinmo.org

PUBLIC MEETINGS

MEETING AND PUBLIC NOTICE PROCEDURES

JATSO Policy Board Meetings are public meetings that are held at locations and times convenient and accessible to citizens. Every effort is made to locate meetings at locations and times where and when public transportation is available. JATSO Policy Board Meetings employ virtual public involvement tools to make public participation convenient for individuals who have difficulty attending in-person meetings.

Meeting announcements are posted on the JATSO website in addition to its principal office per Section 610.020.1, RSMo. The announcement provides a QR code and TEAMS meeting link to access that meeting. The agenda for virtual meetings is provided in the same manner as a standard in-person meeting. Generally, under 610.015, RSMo, a quorum of the public governmental body must be present in-person or via video conferencing for a vote to be held.

Public notices for JATSO Policy Board Meetings and Agendas will be sent to media contacts, posted on the JATSO website, sent by JATSO News Flash Notification to interested parties, and posted in full view of the public at the following locations for public posting and notification of local officials:

Posted notices may be found:

- Joplin- City Hall
- Webb City- City Hall
- Carl Junction- City Hall
- MAPS office and MAPS vehicles

Notified agencies include:

- Harry S. Truman Coordinating Council
- Metro Area Public Transit System (MAPS)
- Missouri Department of Transportation
- Federal Highway Administration
- Federal Transit Administration

Interested parties may request JATSO News Flash Notifications on the City of Joplin website. Public notices are also posted on the JATSO website and promoted through the City of Joplin's social media pages.

As required by Missouri Revised Statutes, Chapter 610, RSMo, when providing notices for a meeting, pending a revision of the JATSO bylaws, JATSO will adhere to the requirements of the Missouri Sunshine Law and provide a minimum of 24 hours' notice before the meeting.

Notices regarding document update comment periods for the MTP, UPWP, TIP, and PPP contain the following:

1) Notice that documents are being developed or amended, and how they may be accessed

2) The duration of the public comment period

3) Instructions for submitting comments

4) The date, time, and location of public meetings.

EMERGENCY MEETINGS

When circumstances prohibit in-person public meetings, such as a public health crisis or other emergencies, JATSO adheres to the Missouri Sunshine Law guidance that provides means for public bodies to conduct public meetings entirely using a virtual format, such as online meetings or video conferencing. During these instances, JATSO may conduct Policy Board Meetings using a TEAMs meeting without an in-person meeting option. Emergency meetings will be recorded and a link to the meetings will be posted to the JATSO website. Announcement procedures for Emergency Meetings are the same as regular scheduled meetings.

SPECIAL ACCOMMODATIONS

JATSO maintains Limited English Proficiency and Title VI policies and updates them every 3 years.

Persons requiring special accommodations for attendance at meetings, activities and functions because of a disability or physical impairment should contact the City of Joplin ADA Coordinator at (417) 624-0820 ext. 1210 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.

As prescribed by the Limited English Proficiency Plan, JATSO will, when issuing statements or notices, note that interpreters or sign language professionals will be available upon advance notice of seven calendar days. JATSO maintains a contact database of interpreters in anticipation of this need.

JATSO TITLE VI NONDISCRIMINATION POLICY

The Joplin Area Transportation Study Organization is committed to the policy that no person shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity on the basis of race, color, sex, age, disability or national origin, in accordance with Title VI of the Civil Rights Act of 1964, as amended, the Americans with Disabilities Act (ADA) of 1990, and the Civil Rights Restoration Act of 1987 (P.L. 100.259).

JATSO does not discriminate in the level and quality of transportation services and transit-related benefits based on race, color, national origin, sex, familial status, sexual orientation, religion, age, or disability and maintains information on and processes for complaints related to discrimination.

Persons who feel that they have been subjected to discrimination should contact JATSO for information on local and federal procedures and forms for discrimination complaints.

Any person who believes that they, individually, or as a member of any specific class of persons, has been subjected to discrimination may file a written complaint with the

Title VI Program Officer
Joplin City Hall
602 South Main Street
Joplin, Missouri 64801

They may also visit the JATSO website to learn about how to file a complaint directly to JATSO: www.joplinmo.org/1179/Title-VI-Limited-English-Proficiency .

Complainants have the right to complain directly to the appropriate federal agency. Every effort will be made to obtain early resolution of complaints. The option of informal meeting(s) between the affected parties and the Title VI Program Officer may be utilized for resolutions. The Title VI Program Officer will notify JATSO of all Title VI related complaints as well as resolutions.

Those person or persons alleging discrimination as it relates to the provision of transportation services and transit-related benefits may file a complaint with the Federal Transit Administration, and/or the U.S. Department of Transportation,

Federal Transit Administration
Office of Civil Rights
901 Locust Street, Room 404
Kansas City, MO 64106
Telephone 816-329-3920

Federal Highway Administration
3220 West Edgewood, Suite H,
Jefferson City, MO 65109
Telephone: 573-638-2617

JATSO ORGANIZATIONAL CHART

Staff is located at the City of Joplin offices and are dedicated to JATSO activities.

Full-time Staff

Robert Lolley, Transportation Planner (1.0 FTE)
Gina Thompson, Transportation Coordinator (1.0 FTE)

Part-time Staff

Troy Bolander, Director of Planning, Development & Neighborhood Services (0.50 FTE)
Johan Bullington, Planning, Development & Neighborhood Services Asst. Director (0.25 FTE)
Mallory Wicklund, Finance Budgeting Accountant (0.10 FTE)
John Gilligan, GIS Coordinator (0.50 FTE)
Dakota Rusk, Traffic Engineer (0.15 FTE)
Rob Beachner, Engineering Project Manager (0.15 FTE)
Zoie Hamilton, Clerk (0.25 FTE)
Dan Johnson, Public Works Director (0.10 FTE)
Jeremy Hagerman, Assistant Public Works Director (0.10 FTE)

JATSO Policy Board Voting Members

Chairman Dan Johnson	Director of Public Works	City of Joplin
Vice Chairman Troy Bolander	Director of Planning, Development, and Neighborhood Services	City of Joplin
Jeremy Hagerman	Assistant Director of Public Works	City of Joplin
Dakota Rusk	Transportation Engineer	City of Joplin
Gina Thompson	Transportation Coordinator	City of Joplin
Allison Zahner	Airport Manager	City of Joplin
Carl Francis	City Administrator	City of Webb City
Steve Lawver	City Administrator	City of Carl Junction
Carrie Campbell	Director	Harry S. Truman Coordinating Council
Michael D. Landis	Commissioner	Jasper County
Daniel Swem	Commissioner	Newton County
Marvin Morris	Southwest Area Engineer	Missouri Department of Transportation
Will Cline, Alternate	Transportation Planner	Harry S. Truman Coordinating Council
Frank Miller, Alternate	Southwest District Planning Manager	Missouri Department of Transportation