JOPLIN AREA
TRANSPORTATION STUDY ORGANIZATION
(JATSO)

PUBLIC INVOLVEMENT PLAN
FOR TRANSPORTATION PLANNING

Adopted by the Joplin Area Transportation Study Organization:

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This document is the Public Involvement Plan for the Joplin Area Transportation Study Organization (JATSO). The JATSO is the transportation planning agency for the Joplin metropolitan area, as designated by the federal government, and its goal is to provide for regional mobility. It brings together transportation projects set forth by local agencies into one regional plan, prioritizes these projects and helps provide and locate funding for these projects.

Since the purpose of regional planning is to meet public mobility needs, a vital part of this planning effort is involvement of the public. There are many opportunities for public input into the planning process, and this plan outlines when and how they take place. The goal of this plan is to invite greater public input and to make interested members of the public aware of all opportunities for input.

I. Introduction and Purpose

A. This section addresses public involvement during the development or modification of the Public Involvement Plan, the Long-Range Transportation Plan (LRTP), the Transportation Improvement Program (TIP) and the Unified Planning Work Program (UPWP).

MPOs have regulatory requirements that must be met and regulations such as 23 CFR 450 Part 316, requires an MPO to adopt a proactive public involvement process that provides:

- Complete information
- Timely public notice
- Full public access to key decisions, and
- Support for early and continuing involvement of the public.

B. JATSO encourages the involvement of interested groups and the general public during the development and modification of transportation plans. All meetings of the Policy Board are open to the public.

The following sections outline the public notice, comment procedures and the process used to support citizen participation during development of transportation plans.

II. Public Notice Procedures

A. Meeting Notice. Meetings of the Policy Board will comply with the following public notice procedures:

Posting of the meeting notice at least seven (7) days prior to the meeting date at the following locations:

- Joplin City Hall
- Metropolitan Area Public transit System (MAPS) office and vehicles
- Webb City City Hall
- Carl Junction City Hall

- Harry S Truman Coordinating Council offices

News releases will be sent seven (7) days prior to meetings. Any press release/advertisement will contain:

- Where information on the policy, amendment or official action can be reviewed or obtained;
- When the public comment period begins and ends;
- Where comments on the policy, amendment or official action can be submitted;
- When and where the discussion and/or public meeting on a proposed action is scheduled; and,
- The specific dates and location for the review and adoption by the JATSO Policy Board; and,
- The name, title, and telephone number of a specific contact person.

In addition, notice of the meeting will be placed on-line for at least seven (7) days prior to the meetings, through the City of Joplin or JATSO websites. Any other policy or amendment requiring a public comment period prior to adoption by the MPO shall be provided a seven (7) day public comment period. The public comment period shall be advertised through the distribution of a press release. All public notifications shall contact or utilize the following entities:

- Local newspaper(s);
- Local television and radio stations; and,
- The Internet.

B. Long-Range Transportation Plans (LRTP) – Prior to adopting a Long-Range Transportation Plan or a modification to this document, a public meeting will be held by the Policy Board. The Notice of a public meeting will be published seven (7) days in advance of the public meeting in the following publications:

- A news release

C. Unified Planning Work Program (UPWP) and Transportation Improvement Program (TIP) – Prior to adopting a Unified Planning Work Program, UPWP amendment, Transportation Improvement Program, or TIP amendment, a public meeting will be held by the Policy Board. The Notice of a public meeting will be published seven (7) days in advance of the public meeting in the following publications:

- A news release

D. Public Involvement Plan – Any significant modification or amendment to the Public Involvement Plan requires a forty-five (45) day public comment period. The public comment period will be advertised in a press release and by publication in a newspaper of general circulation. Special efforts will be used to contact organizations that provide transportation services to underserved populations.

E. Maintenance of contact lists and notification to interested parties – A listing of persons and agencies to contact when documents are updated or revised, in addition to the general notification, will be maintained and revised every 2 or 3 years for the UPWP, TIP, and the LRTP.

III. Public Comment Period

As mentioned previously, changes to the Public Involvement Plan will include a public comment period of 45 days from the time the proposed modified plan is first presented to the Policy Board.

IV. Public Involvement Tools, Techniques and Activities

JATSO will utilize a variety of tools to educate and inform the public, which may include the interweaving of visualization techniques such as, but not limited to:

- Maps
- Drawings
- Tables
- Sketches
- Video
- Geographic Information Systems (GIS)
- Charts / Flow Charts
- Narrative Description
- Powerpoint Presentations
- Diagrams
- Photographs
- Brochures / Pamphlets

Use of these individual techniques or a combination thereof will assist in the communication process.

V. The Civil Rights Act, the Americans with Disabilities Act, and Environmental Justice

A. The Civil Rights Act and the Americans with Disabilities Act – The MPO will 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. In addition, an attempt will be made to seek out representation for both the MPO and the Citizens Review Committee from segments of the population who are traditionally underserved by existing transportation systems, including, but not limited to, low-income and minority households.

B. Environmental Justice – The MPO shall follow a public policy goal of ensuring that adverse human or environmental effects of governmental activities do not fall disproportionately upon minority or low-income populations. Environmental Justice became federal policy in 1994 when President Clinton signed Executive

Order 12898, which directed all major federal agencies to ensure that the spirit of the order is reflected in all of their activities.

Environmental Justice (EJ) means that transportation system changes such as roadway improvements shall be studied carefully to determine the nature, extent, and incidence of probable impacts, both positive and negative.

The U.S. Department of Transportation's Order to Address Environmental Justice in Minority Populations and Low-Income Populations was issued to ensure that all federally funded transportation-related programs, policies, or activities having the potential to adversely affect human health or the environment involves a process that explicitly considers the impacts on minority and low-income populations. These effects include, but are not limited to:

- Bodily impairment, infirmity, illness, or death;
- Air, noise, water pollution, and soil contamination
- Destruction or disruption of manmade or natural resources
- Destruction or diminution of aesthetic values
- Destruction or disruption of a community's economic vitality
- Destruction or disruption of the availability of public and private facilities and services
- Access
- Adverse employment effects
- Displacement of persons, businesses, farms, and nonprofit organizations
- Increased traffic congestion, isolation, exclusion, or separation of minority and low-income individuals within a given community or from the broader community
- Denial of, reductions in, or significant delay in the receipt of benefits of USDOT programs, policies, or activities

The focus of EJ is on whether adverse impacts are borne primarily by or have greater severity for minority or low-income populations than the general population. For the purposes of EJ the U.S. Department of Transportation defines low-income as "a person whose household income is at or below the Department of Health and Human Services poverty guidelines." Minority includes persons who are African-American, Hispanic, Asian American, Native American, or Alaskan Native. If a disproportionately adverse impact, or lack of access, is shown to be affecting these populations, the activity should not be carried out using federal funds unless:

- Alternative approaches or further mitigation measures that would avoid or reduce the disproportionate effect are not practicable; and,
- A substantial need exists for the program, policy, or activity, based on the overall public interest and alternative approaches that would have less adverse effects on protected populations either would:
    1. Have other adverse social, economic, environmental, or human health impacts that would be more severe
    2. Involve increased costs of extraordinary magnitude.

In order to assure compliance with the EJ standards and to assure that the public has access to full information concerning human health and environmental impacts, the MPO and its member agencies shall conduct the following four actions early in the project development process:

- Identify and evaluate environmental, public health, and interrelated social and economic effects;
- Propose measures to avoid, minimize, and/or mitigate disproportionately high and adverse environmental and public health effects and interrelated social and economic effects, offsetting benefits on opportunities should be provided to enhance communities, neighborhoods, and individuals whenever permitted by federal law and policy;
- Consider alternatives when they would enable disproportionately high and adverse impacts to be avoided and/or minimized; and,
- Provide sufficient public involvement opportunities, including soliciting input from affected minority and low-income populations, in considering alternatives.

VI. Public Meetings

A. Public meetings will be held at convenient times and accessible locations.

B. At all public meetings, forms will be made available to the public for receiving written comment.

C. At all public meetings a recorder will be made available for recording comments and recommendations. The recordings will be transcribed to written records.

D. Oral comments received during the advertised public meetings will be reduced to written form and made a part of the permanent record. A recorder will be made available to record comments and recommendations, and the recordings transcribed to written records.

VII. The Public Involvement Plan Update Process

A. The Public Involvement Plan will be reviewed and updated as conditions require, by JATSO staff, and according to the following process:

B. Review by Policy Board

1. Updates will be presented to the JATSO Policy Board for their consideration.

2. The Policy Board will hold at least one public meeting to obtain public input and hear oral testimony on the changes to the Public Involvement Plan. The Policy Board may convene additional meetings at such times and locations determined by the Board to be in the public interest; such additional meetings may be hosted by the JATSO staff as determined by the Board.

3. Special efforts will be made to notify agencies that provide transportation services to underserved populations.

4. Public notice announcing the availability of the draft Public Involvement Plan update will follow the public notice procedures described in the Public Notice section on pages 4 through 6. The public notice will state that a copy of the draft plan is available for public inspection, and give the locations at which a draft plan may be viewed.

5. Public inspection copies will be placed at the following locations:
   - Department of Planning & Community Development, City of Joplin
   - City Clerk, City of Joplin
   - Metropolitan Area Public transit System (MAPS) office
   - City Clerk, Webb City City Hall
   - City Clerk, Carl Junction City Hall
   - Harry S Truman Coordinating Council offices
   - Joplin Public Library

6. Public meetings will follow procedures previously identified in the Public Meeting section, and written records provided for review.

7. The Plan may then be adopted as prepared, or modified at the next scheduled meeting of the Board, following the 45-day public comment period.

VIII. **The** Long-Range Transportation Plan (LRTP) Development **and Public Involvement Process**

A. The Long-Range Transportation Plan or individual plan elements may be prepared by JATSO staff, staff of participating jurisdictions, consultants, or a combination.

B. Review by Policy Board

1. Draft plans or plan elements will be presented to the JATSO Policy Board for review.

2. The Policy Board will hold at least one public meeting to obtain public input and hear oral testimony on the LRTP or plan element. The Policy Board may convene additional meetings at such times and locations determined by the Board to be in the public interest; such additional meetings may be hosted by the JATSO staff as determined by the Board.

3. Public meetings will follow procedures previously identified in the Public Meeting section, and written records provided for review.

4. The LRTP may be prepared, reviewed and adopted and modified in its entirety, or in parts.

5. Consideration by participating jurisdictions. Where participating jurisdictions or governmental entities require consideration of the LRTP or plan element, any notice and hearing requirements of the respective jurisdictions will be observed.

6. Public notice announcing the availability of the draft transportation plan or plan elements will follow the public notice procedures previously stated. The public notice will state that a copy of the draft plan is available for public inspection, and give the locations at which a draft plan may be viewed.

7. Public inspection copies will be placed at the following locations:
   - Department of Planning & Community Development, City of Joplin
   - Office of the City Clerk, City of Joplin
   - City Clerk, Webb City City Hall
   - City Clerk, City of Carl Junction City Hall
   - Harry S Truman Coordinating Council offices
   - Joplin Public Library

8. Agencies serving the elderly, disabled, low and moderate income clients will be given notice of the availability of the draft LRTP or plan elements.

9. The JATSO Policy Board will consider and document any input received from the public during the course of its review of the LRTP or plan elements.

10. The LRTP may be approved in its entirety, or in parts.

IX. **The** Transportation Improvement Program (TIP) Development **and Public Involvement Process**

A. Notice to participating jurisdictions – participating jurisdictions will be notified by JATSO staff to submit project information and descriptions for the TIP.

B. Notice to the public will be published, posted and distributed with information on how to submit projects for the TIP and anticipated timetables.

Agencies submitting projects for inclusion in the TIP will include written documentation of the public involvement procedures used by that agency in selecting projects to include in the TIP and/or for federal funding, e.g., projects for which FTA Section 5307 funding is sought. If written or oral comments that question the need, scope or scheduling of TIP projects or that propose alternative projects are received during the TIP preparation process, the submitting agency

will submit a summary, analysis and report on the disposition of the comments which will be made a part of the approved TIP.

C. A draft TIP will be prepared by JATSO staff in cooperation with participating jurisdictions. The draft TIP will be available for public review seven (7) days prior to the JATSO Policy Board meeting where the TIP is to be considered.

D. Public notice procedures will conform to the procedures previously listed in the Public Notice section.

E. Special efforts will be made to notify agencies that provide transportation services to underserved populations.

F. Public comments will be considered by the JATSO staff when making their recommendations to the Policy Board.

G. A draft of the TIP will be forwarded to the Policy Board along with any comments received from the public, staff, or participating jurisdictions.

H. A final draft TIP will be adopted by the Policy Board, as submitted or with modifications. If the final TIP under consideration by the Board differs significantly from the draft as presented, an additional public meeting will be held to allow additional public comment, and re-presented to the Board at the next Board meeting, at the end of the seven (7) day public comment period, prior to adoption of the TIP.

I. Major modifications or minor amendments to the adopted TIP. These may be proposed by a city, county, transit provider, state or federal agency representative, and will be processed as follows:

1. Major modifications – New projects or major project modifications will be proposed on a project worksheet which includes the project description, extent, time frame and project cost by funding source. Such modifications may include, but are not limited to new projects, any project which proposes the use of federal funds not previously identified and major adjustments to funding amounts and funding sources. Project information will be posted to the JATSO webpage and a news release may be issued at least 7 days prior to any action by the Board.

2. Administrative / non-amendment changes to the TIP can be done using a simplified public involvement procedure. Such changes only require that notification be presented to the Policy Board at such meetings where the change will be considered. Non-amendment changes to the TIP include:

    a. The movement of existing projects within the four years of the current TIP, except that financial constraint shall be maintained,

b. A change in funding source that is not cross-modal, e.g., when a transit project's funding is changed from FTA Section 5309 to FTA Section 5307,
c. Summaries, reports, and changes that reflect the funds previously identified in the TIP,
d. A change in funding priority that is not cross-modal; or,
e. Other changes that do not affect the overall dollar value of the project by more than ten (10) percent of the total cost.

X. **The** Unified Planning Work Program (UPWP)

The Unified Planning Work Program is a working document that the public agencies comprising the JATSO develop to detail the work to be carried out by the JATSO over the next year.

Public notice is required for the consideration or adoption of the UPWP or amendments. However, the work program is available for public examination through the JATSO and local government members, as well as being posted on the City of Joplin or JATSO websites. Written comments are accepted throughout work program development and Policy Board meetings are open to the public, persons wishing to speak to the committees will be given an opportunity to do so.

The Work Program Development Process follows:

A. Notice to participating jurisdictions – Participating jurisdictions will be notified by JATSO staff that the Unified Planning Work Program is being prepared and that they should submit work program items to be considered for the next fiscal year.

B. Agencies serving the elderly, disabled, low and moderate income clients will be given individual notice of the availability of the draft UPWP.

C. A draft UPWP will be prepared by JATSO staff in cooperation with participating jurisdictions.

D. The Draft UPWP will be considered by the Policy Board who will adopt the UPWP.

E. Amendments will be posted to the JATSO webpage and a news release may be issued at least 7 days prior to any action by the Board.

XI. Ad hoc Committee

Ad hoc committees shall abide by the prescribed public input procedures as previously described.

XII. General Annual Timeline for TIP Development and Adoption

July 1	**Step 1**	Notification to submit TIP projects is distributed to the participating JATSO jurisdictions. Notification will have information on submitting projects for the and the schedule for the TIP.
Complete Steps 2 - 7 between July 1and October 31	**Step 2**	Participating jurisdictions submit TIP project lists.
	Step 3	JATSO staff sends a copy of the draft TIP to MoDOT (Central and District offices), FHWA, FTA, and the Policy Board for comments. MoDOT, FHWA, and FTA will coordinate comments and submit them to JATSO two (2) weeks before the Policy Board meeting.
	Step 4	Begin public involvement period **AND** Publish Notice to the Public announcing the availability of the TIP, locations of the document, and the date of the Policy Board meeting.
	Step 5	Policy Board meets. Proposed TIP distributed to Policy Board, MoDOT, FHWA, FTA and participating jurisdictions before meeting. Board will consider recommendations of the participating jurisdictions and receive public comment. The Policy Board adopts the final TIP and the JATSO Board Chairman and the District 7 Engineer sign the self-certification letter.
	Step 6	Adopted TIP published and distributed to MoDOT for approval by Governor. MoDOT forwards the final TIP to FHWA and FTA, requesting incorporation of the final TIP into the State Transportation Improvement Program (STIP). MoDOT also forwards JATSO's self-certification letter to FHWA and FTA.
November 1	**Step 7**	JATSO begins a new fiscal year.

XIII. General Annual Timeline for UPWP Development and Adoption

July 1	**Step 1**	Notification to participating jurisdictions regarding preparation of the UPWP. MoDOT Central Office sends notice to JATSO letting them know the amount of planning funds available for the upcoming year.
Complete Steps 2 and 3 between July 1 and October 1	**Step 2**	Draft UPWP is prepared and is sent to the Policy Board, MoDOT (Central and District offices), FHWA, and FTA for comments. This shall be thirty (30) days before the Policy Board meeting. MoDOT, FHWA, and FTA will coordinate comments and submit them to JATSO two (2) weeks before the Policy Board meeting.
	Step 3	Policy Board meets, considers the comments received by MoDOT, FHWA, FTA and the public, and approves the UPWP as presented or with slight modifications. Once the Board grants final approval, MoDOT Transportation Planning mails four (4) Consolidated Planning Grant agreement contracts to JATSO. JATSO will work with the City of Joplin to pass an ordinance allowing them (JATSO) to enter into the funding agreement with MoDOT.
September - October	**Step 4**	City of Joplin executes the annual planning funds agreement. A copy of the city ordinance, the notice of public involvement, and the signed contract are sent to JATSO's MoDOT Central Office Transportation Planning liaison. The liaison then sends the contracts to the MoDOT Chief Counsel's office for execution by the MHTC.
October	**Step 5**	A copy of the approved UPWP is distributed to the Policy Board and member agencies.
November 1	**Step 6**	JATSO begins a new fiscal year.

Appendix

Definitions

Americans With Disabilities Act (ADA) – The legislation defining the responsibilities of and requirements for transportation providers to make transportation accessible to individuals with disabilities.

Alternatives Analysis – Understanding how the transportation system and its components work such as information on the costs, benefits and impacts of potential chances to the system.

Corridor – A broad geographical band that follows a general directional flow connecting major sources of trips that may contain a number of streets, highways and transit route alignments.

Corridor Studies – The usual purpose of the corridor study is to determine the best way to serve existing and future travel demand. These studies define alignment, mode(s) and facilities between activity centers or other logical termini. Corridor planning is accomplished using a long-range outlook (at least 20 years, but sometimes longer).

Consultation – The act of consulting or conferring; deliberation of two or more persons on some matter aimed at ascertaining opinions or reaching an agreement.

Department of Transportation (DOT) – Establishes the nation's overall transportation policy. Under its umbrella there are ten administrations whose jurisdictions include highway planning, development and construction; urban mass transit; railroads; aviation; and the safety of waterways, ports, highways, and oil and gas pipelines. The Department of Transportation (DOT) was established by act of October 15, 1966, as amended (49 U.S.C. 102 and 102 note), "to assure the coordinated, effective administration of the transportation programs of the Federal Government" and to develop "national transportation policies and programs conducive to the provision of fast, safe, efficient, and convenient transportation at the lowest cost consistent therewith."

Environmental Justice (EJ) – Environmental justice assures that services and benefits allow for meaningful participation and are fairly distributed to avoid discrimination.

Federal Highway Administration (FHWA) – A branch of the US Department of Transportation that administers the federal-aid Highway Program, providing financial assistance to states to construct and improve highways, urban and rural roads, and bridges.

Federal Transit Administration (FTA) – A branch of the US Department of Transportation that is the principal source of federal financial assistance to America's communities for planning, development, and improvement of public or mass transportation systems. FTA provides leadership, technical assistance, and financial resources for safe, technologically advanced public transportation to enhance mobility and accessibility, to improve the Nation's communities and natural environment, and to strengthen the national economy.

Goals – Generalized statements that broadly relate to the physical environment to values.

Long Range Transportation Plan (LRTP) – A document resulting from regional or statewide collaboration and consensus on a region or state's transportation system, and serving as the defining vision for the region's or state's transportation systems and services. In metropolitan areas, the plan indicates all of the transportation improvements scheduled for funding over the next 20 years.

Metropolitan Planning Area (MPA) – The geographic area in which the metropolitan transportation planning process required by 23 U.S.C. 134 and section 8 of the Federal Transit Act (49 U.S.C. app. 1607) must be carried out.

Metropolitan Planning Organization (MPO) – 1) Regional policy body, required in urbanized areas with populations over 50,000, and designated by local officials and the governor of the state. Responsible in cooperation with the state and other transportation providers for carrying out the metropolitan transportation planning requirements of federal highway and transit legislation. 2) Formed in cooperation with the state, develops transportation plans and programs for the metropolitan area. For each urbanized area, a Metropolitan Planning Organization (MPO) must be designated by agreement between the Governor and local units of government representing 75 percent of the affected population (in the metropolitan area), including the central cities or cities as defined by the Bureau of the Census, or in accordance with procedures established by applicable State or local law (23 U.S.C. 134(b)(1)/Federal Transit Act of 1991 Sec. 8(b)(1)).

Public Meeting or Hearing – A public gathering for the express purpose of informing and soliciting input from interested individuals regarding transportation issues.

Public Participation – The active and meaningful involvement of the public in the development of transportation plans and programs.

SAFETEA-LU – The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) was enacted as the nation's principal transportation funding law in 2005, SAFETEA-LU authorizes the federal surface transportation programs for highways, highway safety, and transit for 2005 to 2009. It continues and builds upon many of the essential features of its predecessors, TEA-21 and ISTEA, including those pertaining to MPOs.

Title VI – Title VI of the Civil Rights Act of 1964. Prohibits discrimination in any program receiving federal assistance.

Transportation Improvement Program (TIP) – A document prepared by a metropolitan planning organization that lists projects to be funded with FHWA/FTA funds for the next one- to three-year period.

Unified Planning Work Program (UPWP) – The management plan for the (metropolitan) planning program. Its purpose is to coordinate the planning activities of all participants in the planning process.

Federal Requirements for Public Participation

The Joplin Area Transportation Study Organization (JATSO) proactively strives to involve the public in identifying and addressing transportation issues, with the goal of creating a strong working relationship between the JATSO and its constituents. Several Federal laws and regulations guide the JATSO in involving the public in its activities. They include:

Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)

SAFETEA-LU states that the Metropolitan Planning Organization (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.

SAFETEA-LU also requires that a minimum public comment period of 45 calendar days shall be provided before the initial or revised participation plan is adopted by the MPO.

Title VI of the Civil Rights Act of 1964

Title VI states that, "No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefit of, or be subjected to discrimination under any program or activity receiving federal financial assistance." Title VI serves as the legal foundation for what is today referred to as environmental justice.

Americans with Disabilities Act (ADA)

The American with Disabilities Act (ADA) of 1990 encourages the participation of people with disabilities in the development and improvement of transportation and paratransit plans and services. In accordance with ADA guidelines, all meetings conducted by the MPO will take place at locations which are accessible to persons with mobility limitations.

Executive Order 12898 – Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations

Executive Order 12898 requires that disproportionately high and adverse human health or environmental effects on minority and low-income populations be identified and addressed in order to achieve environmental justice.

Executive Order 13175 - Consultation and Coordination with Indian Tribal Governments

Executive Order 13175 was passed in order to establish regular and meaningful consultation and collaboration with tribal officials in the development of federal policies that have tribal implications, to strengthen the United States government-to-government relationships with Indian tribes, and to reduce the imposition of unfunded mandates upon Indian Tribes.

Clean Air Act Amendments (CAAA)

The Clean Air Act Amendments (CAAA) of 1990 require the transportation community to improve air quality while sustaining adequate mobility for transportation users. CAAA and the

transportation planning provisions of SAFETEA-LU (Section 6011 – Transportation Conformity) are intended to ensure that integrated transportation and air quality planning occurs among representatives of the MPOs, state and local air quality planning agencies, state and local transportation agencies, and other organizations in the areas designated by the U.S. Environmental Agency (EPA) as non-attainment or maintenance areas.

National Environmental Policy Act (NEPA)

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) regulations implementing the National Environmental Policy Act (NEPA) of 1969 (as amended) outline requirements to carry out an environmental review process for implementing projects from a Transportation Improvement Program (TIP). NEPA has its own set of public participation requirements for review period and notification of interested parties on a project basis.

JATSO Public Participation Procedures and Tools				
Public Participation Component	**Meetings**	**Public Comment Period**	**Typical Public Participation Techniques**	**Additional Comments**
Adopted Documents, Plans, and Programs				
Long-Range Transportation Plan (LRTP)	Initial and subsequent public meetings; Policy Board	7 days	News Release; Website	Update every 5 years; comments received may be considered for inclusion in the LRTP
Unified Planning Work Program (UPWP)	Policy Board	7 days	News Release; Website	Public comments provided to Board
Transportation Improvement Program (TIP)	Policy Board	7 days	News Release; Website	Public comments provided to Board
Public Involvement Plan (PIP)	Policy Board	45 days	News Release; Website	Updated as required. Public comments provided to Executive Board
Amendments to adopted documents	Policy Board	N/A	News Release; Website	Non-exempt amendments
Amendments exempt from public participation	N/A	N/A	N/A	Emergency projects and minor revisions
Open Public Meetings				
Policy Board meetings	Scheduled as needed	N/A	News Release; Website	Public comment accepted at meeting

Public Participation Component	Meetings	Public Comment Period	Typical Public Participation Techniques	Additional Comments
Outreach Components				
Title VI Environmental Justice	Policy Board	N/A	Mailings upon request; Press release; Website	Assist those with limited English proficiency; Presentations coordinated with community and neighborhood groups
Master Distribution List	N/A	N/A	Upon request and through comments ; Website; Public meetings	Maintained and updated regularly
City of Joplin and JATSO Websites	N/A	N/A	Web address supplied with news releases, on business cards and on other web links	Maintained and updated regularly
Staff Presentations	Government, community groups, business and professional groups	N/A	N/A	Upon request; subject to staff availability
News Release	N/A	N/A	Sent to news media	N/A