

MEETING MINUTES

Spokane Regional Transportation Council Transportation Advisory Committee
March 26, 2018
421 W Riverside Ave Suite 504, Spokane, Washington

1. Call to Order

Chair Kennet Bertelsen brought the meeting to order at 3:00pm.

2. Roll Call

Committee Members Present

- Fred Beaulac
- Greg Francis
- Rosemarie Schmidt
- Margaret Watson
- Kennet Bertelsen
- Donald Moore
- Greg Szabo
- John Dietzman
- Robert Race Sr
- Tom Trulove

Committee Members Not Present

- Jim Simon
- Yolanda Lovato

Guests

Staff

Mike Ulrich	Senior Transportation Planner	Jason Lien	Senior Transportation Planner
Eve Nelson	Senior Transportation Planner	Julie Meyers-Lehman	Administrative Assistant

3. Public Comments

There were no public comments.

4. Approval of February 26, 2018 Meeting Minutes

Mr. Francis made a motion to approve the minutes as presented and it was seconded. The motion passed unanimously, with Mr. Race, Mr. Dietzman and Chair Bertelsen abstaining.

Chair Bertelsen announced that the order of agenda items has been changed, with item 5a TAC Engagement coming after items 5b and 5c.

5b. Human Services Transportation Plan

Mr. Lien defined the Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP), which focuses on transportation services for those with special transportation needs such as the elderly, disabled, low income or rural populations. He noted this will update the existing CPT-HSTP plan, will be done in cooperation with Spokane Transit, outlined the federal requirements, and spoke about funding.

Mr. Lien listed the plan objectives:

- Identify transportation service needs
- Create strategies to meet those needs
- Optimize use of limited resources
- Create a prioritized list of projects

He provided a list of some of the plan stakeholders and providers (Kaltran, Spokane Transit, SMS, Spokane Tribe, etc.) and noted a primary goal is to coordinate services for efficiency and to avoid duplication. He described

plan coordination strategies, and announced the upcoming first working group meeting. He spoke about upcoming public outreach and asked the group what other organizations or areas should staff focus on to provide feedback on the plan and types of services offered. He presented the plan update time line and noted it is scheduled to be finalized and adopted by the SRTC Board in November 2018. Mr. Francis suggested that SRTC reach out and coordinate with the other RTPOs in the service area.

Mr. Lien said that members of the TAC and TTC will be asked to help prioritize the list of projects later this fall. Mr. Dietzman spoke about the need for a service that can take people to medical appointments and will wait there to pick them up afterwards.

5c. WSDOT & SRTC Performance Measure Target Setting Update

Ms. Nelson said WSDOT and SRTC are federally required to use performance management for decision making. She provided an example of the circular process by which a performance measure becomes a target.

She said the State of Washington is required to set their (1) Infrastructure Condition (2) Congestion Conditions and (3) Emission Reductions targets by May 20, 2018. She stated that SRTC staff and other agency's staff are working with the state to assist in the process. She reported that SRTC has a responsibility to make a decision within six months to either set their own targets or accept WSDOT targets and this topic will be discussed with the TTC and the Board. Ms. Nelson reported that WSDOT's definition of "target" has changed to be more of a projected condition or expectation. She announced that a working group from the TTC will be selected to advise the SRTC Board of Directors on how to approach target setting and she will report progress back to the TAC.

The group discussed congestion, excessive delay, level of service, and travel times.

5a. TAC Engagement

Mr. Ulrich thanked all who responded to his email survey; he noted the core mission and function of the TAC is a little nebulous at this point. He asked for a show of hands of those who feel like they have a clear understanding of the committee's role and responsibilities; no one raised their hand. Mr. Ulrich said that is pretty telling and hopefully this discussion will address this lack of clarity. He said ultimately he would like the group to form a mission statement.

He showed a graphic which he hoped could start the discussion; it was a spectrum of five levels of public participation. The group discussed the history of the formation of the TAC, the audience for TAC advisory decisions, and the role in making policy recommendations to the Board. Mr. Bertelsen said he understood that the TAC was formed for agency transparency purposes and TAC members needed to have a clear understanding of the mission, goals and language of SRTC in order for the TAC to move forward and be beneficial to the Board.

Mr. Ulrich stated that he needed to hear from members in which areas additional education is desired so that members can be effective in their capacity. He noted that there are ways to provide information outside of a traditional committee meeting setting which are worth exploring. The group was receptive to that suggestion.

Mr. Szabo said he recently attended a Board meeting and found it to be very informative and helpful to his understanding of the organization. Ms. Nelson brought up that Chair Bertelsen attends the Board meetings and suggested that maybe he could report back to the TAC each month on his observations; Chair Bertelsen agreed. The group discussed the benefit of attending TTC and Board meetings and the possibility of holding a joint TAC/TTC meeting.

Mr. Beulac asked for examples of successes of the TAC or how the TAC has influenced decisions by the Board. Mr. Trulove, noted as a former Board member, that the recommendations of the TAC are always given consideration by the Board. Ms. Nelson said that the TAC created the SRTC Guiding Principles and contributed much to the creation of the agency's performance management toolkit. Mr. Ulrich described how the Guiding Principles are used in the funding allocations for the Call for Projects. Mr. Dietzman spoke about how the TAC

continued to stress the importance of having a year-round transportation system by ensuring sidewalks are kept free of snow and ice, which was eventually incorporated into the Guiding Principles.

The group reviewed the public participation spectrum, discussed at which level the TAC is at now and at which level it could be in the future. Mr. Ulrich said he will commit to this group that staff will discuss comprehensively the types of agenda items for this body to consider; he said items will be reviewed to see how the TAC will be involved and what type of timeline is involved. He stated a tenant of the work plan will be to ensure that concerns and goals of the group are clearly understood and considered, so that the level of participation will move beyond inform. Mr. Francis said that will also increase the level of responsibility on the TAC members themselves; if a goal is engagement and being involved in the process, then this group can accomplish much more.

Mr. Ulrich questioned what increased involvement by the TAC looks like. Some suggestions were:

- Having one member each month give a presentation about their field and transportation interest areas
- More voting/action items/more actual recommendations for the Board
- Having policy issues brought before the TAC early enough that the Board can review comments well in advance of their decision
- Being involved in the Call for Projects
- Working with the public to hear their concerns then bringing them before this body; and taking SRTC information to outside organizations to which members belong

Mr. Bertelsen said many times agenda items come before the TAC only days before the items go to the Board, so there is not a chance for them to really review TAC comments. Mr. Ulrich said that ties back to his earlier point of challenging the SRTC staff to identify the workplan and provide the group with a usable and constructive workplan. He said, however, this is a two-way process; that there is no value in 14 head nods, but meaningful discussion and constructive criticism will be a responsibility of the committee.

Mr. Ulrich said the goal of this discussion is to arrive at a TAC mission statement. He provided two examples of other agency's committee's mission statement and the group discussed them. The group discussed the key differences in purpose between the TAC and the TTC. Mr. Ulrich said he would take the group's feedback, incorporate them into a mission statement, and email out to the group members next week for additional feedback and comments. He noted that staff would like both the TAC and the Board to adopt the new TAC mission statement.

6. TAC Member Comments/Roundtable

Mr. Dietzman spoke about an upcoming Planning Commission Transportation Subcommittee meeting and a tentative hearing and vote on the update to the transportation impact fee.

Mr. Francis discussed the City of Spokane re-visioning of Riverside Avenue around the Central City Line and also the proposed Spokane Urban Cultural trail.

Ms. Watson announced the Washington Bike Summit will be held at SFCC on April 29.

Mr. Szabo reported how quickly the City of Spokane had responded when he contacted them about the need for an audible signal at an intersection.

Mr. Race announced that Spokane Valley Kiwanis is holding a bike helmet giveaway for children at the fairgrounds on April 21.

Mr. Beaulac stated that on April 1 enforcement of electronic logging devices (ELDs) for commercial vehicles begins. He said there are 360 different formats of ELDs, which is expected to cause issues with enforcement.

Chair Bertelsen said that an SRTC sponsored State Legislative Recap event is being held tomorrow at CenterPlace and he will attend and bring back a report.

7. Staff Report

Mr. Ulrich stated that Mr. Pat Harper resigned from the TAC due to other volunteer commitments and he and Chair Bertelsen were working to select a replacement to recommend to the Board.

8. Adjournment

There being no further business, the meeting adjourned at 4:31pm.

Julie Meyers-Lehman
Recording Secretary

Speaking about more voting: