

Transportation Demand Management Technical Committee

Meeting Minutes

April 16, 2020

GoTo Meeting Teleconference

Committee members present (all remote): Mary Anderson, Jennifer Campos, Carol Cooper, Billy Duss, Marshall Elizer, Veronica Jarvis, Jan Ollivier, Karen Parkhurst, Michelle Patrick, Patrick Pittenger, Michelle Rasmussen, Sara Sisco (proxy for Staci Haber), Michael Villnave, Dustin Watson, Bryce Yadon

Committee member(s) excused: Jennifer Hass, Staci Haber

WSDOT staff present: Alon Bassok, Elizabeth Bastian, Jacob Brett, Ricardo Gotla, Marianna Hanefeld, Kate Ito, Stan Suchan, Pamela Vasudeva, Debi Viniarski

Meeting convened at 1:05 PM

1. Welcome & Opening Remarks – Marshall Elizer

- No one knows when we will come out of this. In terms of re-opening, this won't be a switch, but will be a dial. There's a lot to be learned and discussed about what is the new normal, what will the world be like, and necessary paradigm shifts in the way we live, work, play, and recreate. There are revenue challenges facing us with lower traffic and transit volumes, and I-976. What we are doing is probably more important now than ever, keep on with mission, maybe mission changes a bit based on what we are learning now.
- Sara Sisco (Hopelink) introduced herself to the committee. Staci Haber is on maternity leave through July, and Sara will be her proxy in alignment with proposed by-laws changes.

2. Public Comment

- No public comment was submitted.

3. TDM Program Updates – Ricardo Gotla and Pamela Vasudeva

- Ricardo Gotla shared that the \$1 million First Mile/Last Mile Connections Grant launched on April 13. WSDOT hosted an [informational webinar](#) that was very well attended this morning. Applications are open through May 22. Ricardo, Liz (Bastian), and Evan Olsen are available for technical assistance. If committee members are interested in serving on the evaluation panel for this grant, please let Ricardo know. Congratulations to Liz and everyone who worked really hard on this grant, especially to the committee sprint team.
- Pamela Vasudeva provided an update on the jurisdiction exemption and waiver process. Pamela presented the draft exemption form and procedure to the committee for review. Many local jurisdictions have their own protocol for worksite exemptions; these would take precedent, and we are encouraging grantees to refer to their own local

regulations if they have them. Pamela asked for any feedback to be submitted to her via email.

- Ricardo and Pamela shared that concept applications for next biennium's Regional Mobility Grants will be available Friday [April 17, 2020]. TDM has been added as a criteria. Stan Suchan has volunteered for technical assistance if you have questions.
- Jan Bowers from the City of Vancouver is working on a group of CTR stakeholders and implementers to convene outside this group. Pamela will send information on the purpose of this group and the next meeting to the committee. Jennifer Campos provide additional context, and thanked Pamela and Ricardo for their support.

Next Steps: Committee members to send any comments on the draft exemption form and process to Pamela before the next meeting.

4. By-Laws Changes (action item) – Marshall Elizer

- Marshall and Ricardo outlined the two proposed changes to the committee by-laws: one allowing a voting member to assign a proxy when they are on extended leave, and the other change focuses on meeting attendance.
- Committee members unanimously approved allowing voting proxies in cases of extended leave, noting that it would be good for proxies to represent the same or similar interest groups as the member they are serving on behalf of.
- Committee members unanimously approved changes to meeting attendance, and removed the phrase that teleconference participation is allowed "occasionally". Members developed consent that, given current and expected future travel restrictions, remote participation and in-person participation are equally acceptable.
- Meetings will be remote only through June 2020.

Next Steps: Liz will send updated by-laws with changes to members and post them to the Committee website.

5. Vice Chair Nominations – Marshall Elizer

- Marshall reminded committee members of the updates to the by-laws in January regarding the selection of a committee vice chair. The Vice Chair cannot be a WSDOT employee. Marshall called for nominations to be sent to himself or Ricardo. Members can nominate themselves or other members.

Next Steps: Committee members will select a Vice Chair at the next meeting.

6. Human Services Transportation Plan - Jacob Brett

- Jacob Brett introduced himself to the committee. Jacob is leading the Public Transportation Division's effort to produce an updated statewide Human Services Transportation Plan. He is coming to the committee as a body of TDM subject matter experts, and is asking for input on relevant suggested initiatives. The team is in the process of bringing a consultant on board, and has completed over a year of outreach to inform the plan.

- Jacob asked for input (submitted via email) from committee members on the following:
 - i. Use “First Mile / Last Mile” connections to bolster traditional fixed route transit
 - ii. Look for public-private partnerships to efficiently fill gaps in transit service
 - iii. Partnership with Transportation Demand Management/Commute Trip Reduction projects to build awareness of programs and services
 - iv. Improve wayfinding for people with special transportation needs (technology & marketing)

Next Steps: Members will reach out to Jacob via email with feedback and input on the human services transportation plan.

7. CTR Survey Refresh Update – Alon Bassok & Kate Ito

- Alon Bassok and Kate Ito returned to the TDM Technical Committee to share the results from the 32 CTR practitioner interviews. These are not solutions, but are topics and ideas that were heard in the interviews. Main takeaways are summarized in the presentation.

Next Steps: Alon and Kate will develop recommendations on changes to the survey and begin vetting them with focus groups. Continued input and updates will be provided to the committee.

8. WSDOT’s response to COVID-19 – Marshall Elizer & Stan Suchan

- Marshall shared with committee members some of the changes happening at WSDOT due to COVID-19 and the governor’s stay home, stay healthy order. This includes transitioning a 7,000 person organization to mostly telework, launching Microsoft Teams, creating training programs for workers who are not typically working on a computer all day. Construction and maintenance projects were paused 2.5 weeks ago. We are working on updating safety plans for returning to work – maintaining safe distances, PPE, and other things to keep people safe. We are hoping there will be a significant federal stimulus. We have been tracking data from transit agencies.
- Stan Suchan shared how the Public Transportation Division is responding to COVID-19. A lot of data that WSDOT already collects will be useful during and after COVID-19. People are looking at additional datasets that might be helpful and would complement existing resources. There is a WSDOT telework survey out right now, which will likely inform TDM work in the midterm. How do we maintain this behavior to the extent we can, knowing that there are great benefits for the environment and transportation but horrible tradeoffs right now? Many folks have pivoted their job duties to emergency response to make sure work and resources get where they are needed most. As this is likely to be a long haul, we are using data analytics to learn everything we can.

9. Committee’s response to COVID-19 – Marshall Elizer

- Mary Anderson shared that in Whatcom County, transit ridership is down 85%. The decision making process has significantly sped up. They are looking at what larger transit

agencies are doing, and are grateful that Washington state transit agencies work so well together.

- Jan Ollivier thanked WSDOT for being so flexible, supportive and dependable during this period. Funds are disappearing because no rides to support it, and People for People is changing our whole way of doing business from providing rides to providing meals and prescriptions.
- Bryce Yadon shared he is thinking long-term, and working through what the transportation sector looks like when we start defunding essential employees. We might not be serving them now in the way we hope to in the future. What is the remake of this, and how can we support those workers that need it the most?
- Sara Sisco shared that Hopelink's regional alliance equitable transportation work group and emergency management work group are creating weekly impact summaries. Resources are focused on both fixed route and other services shifting to food delivery, necessary med appointments, transporting COVID positive patients, etc.
- Carol Cooper shared King County Metro has been coming up with fast solutions; safely transporting COVID-positive patients, vehicle maintenance folks installing shields on vehicles, food delivery, etc. Messaging is difficult right now. It's a very challenging time.
- Billy Duss shared questions he is working through. Everyone looking how are we going to ramp things up when we come back to the office. How many people will be less trusting of riding transit to the office, will there be full garages, will everyone want to drive alone? Any ideas on what the decreased ridership will be once we return?
- Marshall shared that Secretary Millar is focusing on being kind and understanding, do the best you can for our people and to meet their needs. TDM & CTR are still important - when put on steroids, it really works. We will have a lot to share next meeting on what is happening with not only vehicle travel but also ferries, rail, aviation.

Meeting adjourned at 3:00 PM.
