

Transportation Demand Management Technical Committee

Meeting Minutes

August 24, 2020

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Committee members present (all remote): Mary Anderson, Jennifer Campos, Carol Cooper, Billy Duss, Marshall Elizer, Jenna Forty, Jennifer Hass, Jan Ollivier, Karen Parkhurst, Michelle Patrick, Staci Sahoo, Kim Stolz, Michael Villnave, Dustin Watson

Committee member(s) excused: Michelle Rasmussen, Bryce Yadon

WSDOT staff present (all remote): Alon Bassok, Elizabeth (Liz) Bastian, Jacob Brett, Kate Ito, Stan Suchan, Pamela Vasudeva, Debi Viniarski, Michael Wandler

Meeting convened at 11:00 AM

1. Welcome & Opening Remarks – Marshall Elizer

- Marshall welcomed new members Jenna Forty (Office of Financial Management) and Kim Stolz (Commute Smart NW).

2. Public Comment – No public comment was submitted.

3. Association for Commuter Transportation (ACT) award – Elizabeth Bastian

- Elizabeth shared that the Association for Commuter Transportation (ACT) had awarded WSDOT, King County Metro, Community Transit, and Pierce Transit the 2020 Award for Public Transit – Bus for the Small Business ORCA Program. She thanked all partners and the sponsor for the bill which provided the funding for the program, state Senator Steve Hobbs.

4. Statewide Telework – Jenna Forty

- Jenna Forty provided an overview of the new statewide telework initiatives to members for preliminary feedback. The effort is focused on increasing telework rates across all sectors, building on existing momentum. The team is working on engagement, and plans to send out a document for members to review later this week.
- Pamela Vasudeva added that the group is doing a literature review and a market analysis.
- Mary Anderson expressed interest in the equipment logistics of part-time telework, and changing relationships between workers and supervisors.

Next Steps: Pamela will send out the draft initiative document to members for review and comment.

5. Public Records Act study update – Carol Cooper

- Carol Cooper reminded the committee of the public private partnership led by UW that is studying an approach to updating the Public Records Act. WSDOT has helped put together \$165,000 from public and private partner funds to conduct the work. The UW team is wrapping up initial stakeholder interviews. The next step is putting together issue papers, then drafting proposed legislative changes. The committee will be kept in the loop as work moves forward.

6. Workplace Strategic Council update – Karen Parkhurst & Veronica Jarvis

- Karen Parkhurst related this effort, focusing on expanding telework across all state agencies, to the work Thurston Regional Planning Council (TRPC) is doing with Regional Mobility Grant funds. This initiative includes examining existing agency telework policies, learning more about the culture of telework at different agencies, looking at office space and equipment, etc.
- Veronica Jarvis shared that the group name - Workplace Strategic Council – comes from the governor’s executive order 16-07. WSDOT, TRPC, Office of Financial Management (OFM), WA Tech, Department of Commerce, IT, and Facilities are all involved in the core team. The group is looking to gather data through surveys in the fall/spring.
- Billy asked how this initiative is looking at rural broadband access.
 - i. Stan shared that the Department of Commerce is leading a broadband access initiative. WSDOT is a partner because the highways might be a good avenue the extend access. It is complicated and challenging as there are regulatory and legal barriers, but there is hope for change.
 - ii. Dave Anderson, from Commerce, shared that they have been working on this problem for a while. There is the infrastructure side and the business side, and the last mile problem is a big one. They want to make sure access is affordable.

7. CTR data refresh – Alon Bassok & Kate Ito

- Alon Bassok and Kate Ito presented the [results](#) from a series of interviews about the CTR survey to the committee, with the goal of getting consent from the committee on recommended next steps and survey updates.
- Alon and Kate also presented the committee with a proposed revised surveying timeline: Proceed with building the new survey tool, pilot the new survey tool in spring 2021, edit the tool in summer 2021, and launch the new survey tool in fall 2021. The reasons for revising the timeline include consistent data collection with the new survey instrument, alignment with the contract period (fiscal years vs. calendar years), and to create more flexibility with the current survey cycle.
- Committee members asked several questions, including:
 - i. If telework will be included as a mode option (yes)
 - ii. Asking about occupancy rates for carpools/vanpools
 - iii. If jurisdictions can tailor questions on request (no, but jurisdictions can provide guidance to ETCs on how to interpret questions)
 - iv. If the survey could be used for non-CTR sites/non-work based TDM surveys (comfortable having this discussion)

- v. If the survey will collect demographic data (no, trying to keep the survey as short as possible)
- vi. If jurisdictions can add local questions (yes, that is the intent)
- vii. If paper surveys will have to be manually entered and uploaded (yes)

Next Steps: Committee members are asked to provide comment by September 11. Alon & Kate will come back to the committee in September to get finalize the proposed survey timeline adjustment.

8. Rethinking transit & mobility – Jacob Brett

- Marshall and Jacob Brett shared that this initiative is looking at the future of transportation. What does the new normal look like? How can we use this opportunity to improve the transit system and accessibility? This effort is being led by the TDM Executive Board, and will inform the statewide public transportation plan next year.
- Committee members answered the question ‘What are the biggest changes or trends that will affect mobility in 2021?’ Answers included:
 - i. Re-establishing trust to get people back on transit
 - ii. Continued electrification
 - iii. Continued telework
 - iv. Single occupancy vehicle (SOV) usage temporarily rising
 - v. Finding new ways to fund and prioritize transportation
 - vi. Operating in a fiscally constrained environment
 - vii. Making sure people have access to information so they can make the safest decision on how to travel

Next Steps: Jacob will continue to keep the committee engaged as this effort moves forward.

9. Legislative engagement for preserving multimodal investments – Elizabeth Bastian

- Elizabeth touched base with Bryce Yadon as the legislature gears up for the long session in 2021. Per Bryce, the legislature is looking to address 3 areas related to transportation: I-976 backfill, maintaining and replacing lost funding due to COVID-19, and exploring new transportations investments and revenue.
- The committee expressed interest in engaging the legislature.

Next Steps: The committee will form a sprint team to identify legislative priorities and strategies, and will bring a proposal back to the full committee in September.

10. Closing Remarks – Marshall Elizer

Meeting adjourned at 12:50 PM.