

# Transportation Demand Management Technical Committee Meeting Minutes

April 22, 2021  
Teleconference



**Committee members present (all remote):** Alan Adolf, Jennifer Campos, Marshall Elizer, Jenna Forty, Jennifer Hass, Jan Ollivier, Karen Parkhurst, Staci Sahoo, Heidi Speight, Kim Stolz, Michael Villnave, Dustin Watson, Bryce Yadon

**Committee member(s) excused:** Mary Anderson, Carol Cooper

**WSDOT staff present (all remote):** Alon Bassok, Elizabeth (Liz) Bastian, Monica Ghosh, Ricardo Gotla, Kate Ito, Brian Lagerberg, Debi LaVaque, Amber Nguyen, Stan Suchan, Michael Wandler

**Meeting convened at 10:03 AM**

## 1. Welcome & Opening Remarks – Marshall Elizer

- Happy Earth Day.
- WSDOT staff will be working with committee members to fill the empty employer representative position.

## 2. Public Comment

- No public comment was submitted.

## 3. State legislative updates – Ricardo Gotla & Bryce Yadon

- Bryce provided updates from the ongoing state legislative session.
- [HB1514](#) passed the House & Senate with bipartisan support. The bill would reduce the number of people for a carpool/vanpool and require an evaluation of the CTR program. The governor is expected to sign the bill. The evaluation report is due October 1, 2021. WSDOT staff will work with the committee on this report.

## 4. CTR refresh update (survey and calculations) – Alon Bassok & Kate Ito

- Alon and Kate provided an update on the CTR survey refresh project. Alon presented the proposed new CTR survey questions and adjusted calculations. Slides can be found [here](#), and the supporting documentation can be found [here](#).
- Members and partners had the following questions and comments:
  - If there will be an open-ended comment box for users who select “Other”.
    - i. No comment box for version 1.0
  - How do you address someone who rides a company-provided shuttle bus checking “bus”? We won’t know whether that is public transit or private shuttle.
    - i. Hope is that if jurisdictions opt into “employer shuttle” mode option, that will resolve that issue.

- Are we free to recycle any old / unused paper (no. 2 pencil) survey forms?
  - i. Not just yet. Stay tuned on schedule.
- How would someone should answer if they use paratransit? Is it part of fixed route (e.g. bus) or Other?
  - i. We thought they would check "bus" but would love any comments on that.
- At the local level, do we have the ability to add additional questions?
  - i. We are not proposing to have additional questions in version 1.0, but it is on our list of future version considerations.
- Adding electric vehicles to survey
- Michelle Rasmussen motioned to approve both the new survey and the adjusted calculations.
  - i. Karen Parkhurst seconded.
  - ii. The motion passed unanimously.
- **Next steps:** WSDOT staff will continue to keep the committee in the loop as the CTR refresh moves forward.

#### 5. CTR policy and fall surveying – Jennifer Hass

- Jennifer Hass presented the potential policy and program implications of the new survey questions and calculations. Slides can be found here. Discussion topics included:
  - Targets and goals
  - Surveying in fall 2021
- Ricardo added additional context. One thing I have been hearing from Jennifer and Kim is what does this mean for performance measures, what are we comparing that do? Typically compared things to previous survey cycle, but not comparing apples to apples anymore. Other X factor which is much bigger for impact on results is COVID.
  - We are envisioning that any changes folks see in survey results would be due to COVID, traffic, typical things seen in survey cycles vs. changing calculations. No changes require updates to local plans or targets.
  - Members and staff had the following comments:
    - i. Acknowledging that results from this timeframe already need an "asterisk"
    - ii. Getting clear guidance from WSDOT will be very helpful.
    - iii. Consider setting a benchmark for if an employer should survey based on number of employees who have returned to the office
    - iv. How potential fall surveys fit into other surveys done around that time
    - v. Brian Lagerberg added that CTR rules specify that we have to determine performance on a 2 year basis. If decision is NOT to survey, we have to decide what the performance measurement is for this survey cycle. There is some flexibility in that. We need decision on how performance is being indicated in that 2 year period.
- **Next steps:** WSDOT staff will work with committee members to develop brief guidance on:
  - Surveying in fall 2021
  - Guidance doc that has high level overview of new tool (noting that there are no policy changes)

- Recommendations for comparing old and new survey results

**6. Closing remarks – Marshall Elizer**

- Thank you sprint team members and the CTR refresh team for all your hard work.

**Meeting adjourned at 11:35 AM.**

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