

Transportation Demand Management Technical Committee

Meeting Minutes

February 2, 2022
Teleconference



Committee members present: Alan Adolf, Jennifer Campos, Jan Ollivier, Karen Parkhurst, Michelle Rasmussen, Heidi Speight, Kim Stolz, Dustin Watson

TDM Executive Board member(s) present: Kathy Strange

Committee member(s) absent: Mary Anderson, Zach Carstensen, Carol Cooper, Marshall Elizer, Jennifer Hass, Staci Sahoo, Michael Villnave, Bryce Yadon

WSDOT staff present: Tanna Avila, Ricardo Gotla, Rebecca Jabbar, Brian Lagerberg, Amber Nguyen, Stan Suchan, Carol Thompson (consultant), Michael Wandler, Emily Watts

Meeting called to order at 10:03 AM

1. **Welcome and opening remarks** – Jennifer Campos
 - a. Informed the group that Marshall is out and she will be facilitating meeting.
 - b. Expressed enthusiasm for next phase of commute trip reduction expansion effort. Transition from expanded program goals to designing a program and policy framework.
 - c. Icebreaker: What's your favorite place to camp withing a five-hour trip from your home?

2. **Commute trip reduction updates** – Ricardo Gotla
 - a. Explained House Transportation Committee work session was a success. Thanked panel for their time and effort:
 - i. Matt Ransom – Executive Director, SW Washington Regional Transportation Council & TDM Executive Board
 - ii. Abby Griffith – Fellow, Disability Mobility Initiative
 - iii. Jon Scholes – President & CEO, Downtown Seattle Association
 - iv. Erin Braich – Transportation Planner, Ben-Franklin Council of Governments
 - v. Thank Chair Fey, Vice Chair Ramos, and Rep. Taylor for helping secure this topic on the committee's work session agenda and also for their continued support for commute trip reduction expansion.

- b. CTR Technical Report next steps
 - i. Report finalized and formatted. Will go through WSDOT review and approval process before being transmitted to the legislature.
 - ii. Shared report with Carol, Karen, Staci who requested a copy at the last meeting.
 - c. Upcoming engagement
 - i. The next several months will be engagement intensive. Staff is focused on commute trip reduction expansion design and other program expansion details.
 - ii. Partners are encouraged to attend committee and board meetings where staff will facilitate engagement sessions that include everyone in attendance.
 - iii. Reminded folks to review meeting calendar on Ning.
 - iv. Staff is currently developing a detailed engagement work plan that will target stakeholders well beyond the committee and board. Expect to see that in the next few weeks.
3. **Commute Trip Reduction survey tool** – Rebecca Jabbar
- a. While assessing the timeline for development of the new survey tool, WSDOT identified unmet requirements including security concerns, database design issues, accessibility guidelines, and worksite program reporting.
 - b. To accommodate these needs, the new survey tool will be delayed, potentially significantly.
 - c. WSDOT is working through options for a new survey tool, while simultaneously seeking an interim solution(s).
 - d. The intent is to develop a recommendation this spring for the new process to build/buy a survey tool and an interim solution for surveying until the new tool is ready.
 - e. WSDOT will engage partners to ensure the requirements and design for the new survey are comprehensive.
4. **Legislative session news** – Ricardo Gotla
- a. Some chatter of new transportation package but both House and Senate remain divided on key issues.
 - b. Update on Joint Legislative Audit and Review Committee (JLARC) CTR Tax Credit review.
 - i. Audit is being conducted now, as required by statute.
 - ii. May: Technical review will be provided to WSDOT.
 - iii. August: Present to Citizen Commission for Performance Measurement of Tax Preferences.
 - iv. September: Citizen Commission takes public testimony.
 - v. October: Commission adopts their own comments to the reviews, incorporating public testimony.
 - vi. December: Final report presentation to JLARC.

5. **Public Comment** – Jennifer Campos
 - a. None

6. **Evaluate CTR Program expansion statewide approaches** – Carol Thompson
 - a. Carol provided small group workshop instructions and committee members, board members and guests participated in the workshop exercise.
 - i. Workshop outcomes: 1) Learned about different statewide approaches to improve the CTR Program, and 2) Provided feedback about the extent to which each statewide approach would support local TDM ideas.
 - b. A copy of small group evaluation exercise worksheet is located [online](#).
 - c. A summary of workshop results will be compiled and shared in mid-March when statewide workshop engagement activities have been completed.
 - d. After completing the exercise, the group reconvened to discuss the exercise. Overall feedback was positive. Participants found it productive and engaging. They also like the group discussion and learning that occurs in small groups.

Meeting adjourned at 12:00 PM