

# Transportation Demand Management Technical Committee

## Meeting Minutes

April 7, 2022  
Teleconference



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**Committee members present:** Alan Adolf, Carol Cooper, Marshall Elizer, Jennifer Hass, Karen Parkhurst, Michelle Rasmussen, Staci Sahoo, Kim Stolz, Dustin Watson, Bryce Yadon

**TDM Executive Board member(s) present:** Anna Zivarts

**Committee member(s) absent:** Mary Anderson, Jennifer Campos, Zach Carstensen, Eric Hansen, Jan Ollivier, Heidi Speight, Michael Villnave

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

Meeting called to order at 10:03 AM

**1. Welcome and opening remarks – Marshall Elizer**

- a. Marshall reviewed the agenda and mentioned that on two of the committee’s major projects – CTR expansion and CTR survey tool – the group is moving closer to recommendations. This meeting is important because committee will provide pivotal feedback and strategic guidance.
- b. Icebreaker: You are given a three-month paid sabbatical. What would you do with your time? Round robin.

**2. Public Comment – Marshall Elizer**

- a. None

**3. WSDOT staff recommendation on CTR Expansion – Stan Suchan**

- a. During the next month focus on developing a concept for a new grant program to supplement an unchanged CTR Law. Key reasons for the recommendation
  - i. A concept for a new grant program is a logical next step to move collaboratively from general emphasis areas to a legislative recommendation. It will provide a focal point necessary to work through key strategic decisions together.
  - ii. Stakeholders have given us input that inspires a new grant program concept. This recommendation aligns with stakeholder input.
  - iii. The concept would be designed to address emphasis areas.
  - iv. Explores ways to avoid risks associated with amending CTR Law.
  - v. Efficient use of stakeholder and WSDOT staff bandwidth.

- b. What other options did we consider?
  - i. Focus on developing changes to the base program in existing CTR Law.
  - ii. Focus on developing changes to GTEC in existing CTR Law.
  - iii. Focus on both developing changes to the existing CTR Law and creating a supplementary grant program.
- c. Next steps if approved
  - i. WSDOT staff draft concept for new grant program based upon stakeholder input and emphasis areas.
  - ii. Engage stakeholders to improve the concept.
  - iii. WSDOT staff develop packages of recommendations that require some mix of changes to laws (statutes, RCWs) and funding (CTR, GTEC, new grant).
  - iv. WSDOT staff and stakeholders use criteria (emphasis areas, likelihood of success) to consider and vet packages of recommendations.
- d. Group discussion
  - i. Ricardo reminded group on workshops results workshop results where participants were asked where to invest \$1.5 million and \$2M or more in three statewide CTR strategies: 1) existing CTR program, 2) a new competitive grant program to supplement the existing CTR program or, 3) a Geographics Coalitions program.
  - ii. With the \$1.5M funding level most groups choose to invest in Geographic Coalitions and existing CTR Program
  - iii. With the \$2M or more funding level most groups choose to invest in Geographics Coalitions.
  - iv. Common comment – need for more planning dollars.
  - v. Funding level conversation will occur in late May.
  - vi. \$1.5M of additional Move Ahead Washington CTR/TDM money is not automatically put in CTR budget. Recommendation must be developed and presented to the legislature on how to invest the funding.
- e. Decision – Marshalled called the question whether to adopt staff recommendation to develop a concept for a new grant program to supplement an unchanged CTR Law.
  - i. Recommendation was approved.
  - ii. Next sets: staff will develop concept and hold workshop to receive feedback from committee members and other stakeholders. Draft concept will be presented at May TDM Technical Committee meeting.

#### 4. Legislative pathways for CTR expansion – Brian Lagerberg

- a. Brian shared and discussed [legislative pathways document](#). Brian has seen all pathways work as well as fail. There's no guaranteed pathway for success.
- b. Agency request legislation: Deadline for agency request is in two weeks. PTD will submit CTR expansion agency request concept based on what we've heard from stakeholder workshops. Past difficulty in moving a CTR request through WSDOT. Big agency, competitive process and lots of high priority agency needs, e.g., safety, fish passages, legislative technical fixes, etc. At least 200 challenges on language in Move Ahead Washington funding package.

- c. Decision package – WSDOT could propose a budget proviso that directs WSDOT to develop a new CTR program or expand an existing program. Equally as competitive as agency request and the likelihood of adoption by the agency is small.
- d. TDM Board/Tech recommendation to the legislature – can make direct ask to legislature. This strategy has been successful in past. Can create or amend law, ask for budget, change to rules. Work with board and committee to develop proposal. Due date is September. Both board and committee have good creditability of WSDOT, governor’s office and legislature.
- e. Lobbying by stakeholders – could go directly to legislature. Demonstrated past successes. Proposal needed by September for 2023 consideration.
- f. Work within existing budget and authorities. WSDOT Deputy Secretary Amy Scarton asked how much flexibility does PTD have to fit CTR expansion into current budget and resources. RMG have 30% TDM concepts. Can this be increased? Can we make Rural Mobility Grants more accessible for TDM proposals?
- g. Each pathway requires high level of legislative advocacy by current and prospective CTR implementers for success.
- h. Discussion:
  - Have agency request and decision package been successful in both regulatory and budget. Brian – more on statutory side. Funding has been flat. But budget changes have been successful through board.
  - Pathways are not mutually exclusive and can be pursued simultaneously.
  - Concept recommendation will be developed for 4/18 deadline. Likelihood of success is low. WSDOT cannot lobby. Stakeholders will need to do a high level of activism and lobbying from partners. Move Ahead Washing package required all hands-on deck to get across finish line. Lias position as Senate Transpo Committee Chair helped. Lots of pieces need to align for success.
  - WSDOT is doing an excellent job of outreach and engagement.
  - Brian acknowledged that stakeholders may get frustrated when WSDOT doesn’t put accept agency request. Nonetheless, secretary and deputy secretary are very supportive for CTR expansion. Dozens of agency requests are submitted by WSDOT division. Only one or two make it through process.
  - Marshall – good discussion. Puts boundaries on what is possible.

**5. Recommendation on CTR survey tool – Stan Suchan**

- a. Stan reminded the group of the workshop matrix tool used to evaluate requirements and options to determine whether to recommend pursue, pause, or abandon options
- b. Workshop result: [pursue survey as a service](#)
- c. Staff is seeking committee approval to do a deeper dive into this option over next month and report back to committee with more detail. If survey as a service is not a viable option, WSDOT received informative directing in workshop result on how to proceed.
- d. Marshall – Called the question on whether staff should pursue more information on survey as a service option. Committee unanimously agreed.

## 6. Regional Mobility Grants – Allyson Ruppenthal

- a. Allyson R. serves as grant manager for RMG
- b. Allyson shared [2023-2025 Regional Mobility Concept Summary](#)
  - i. Get into 1.5 years ahead
  - ii. Received 44 concepts, 14 are TDM, double previous number
  - iii. \$10M for TDM projects
  - iv. RMG supports teleworking
- c. Stan Suchan is the divisions staff reviewer and advising on how to strengthen submissions
- d. RMG timeline:
  - i. Feb. 1, 2022: Concept application available in the Grants Management System. A concept application must be submitted by an applicant and reviewed by WSDOT to apply for a 2023-2025 grant.
  - ii. March 3, 2022: Concept applications due in the Grants Management System by 3 p.m. PST.
  - iii. April 12, 2022: WSDOT posts notice of funding opportunity.
  - iv. May 12, 2022: Grant applications available in the Grants Management System.
  - v. May-June 2022: WSDOT staff available for questions and technical assistance.
  - vi. June 28, 2022: Grant applications due in the Grants Management System by 3 p.m. PDT. An applicant must submit one application per project. An applicant may submit more than one application.
  - vii. June-August 2022: WSDOT reviews applications and performance estimates. WSDOT works with applicants to make any application revisions.
  - viii. Aug. 16, 2022: Revised applications due in the Grants Management System by 3 p.m. PDT.
  - ix. August-September 2022: Independent evaluation panel reviews and scores applications.
  - x. Dec. 1, 2022: WSDOT sends prioritized list of projects to the Legislature and Governor's Office.
  - xi. March 2023: Legislature typically releases the Legislative Evaluation and Accountability Program (LEAP) list of funded projects.
  - xii. March-June 2023: WSDOT sends grant award letters to grantees after the governor signs the transportation budget.
  - xiii. July 1, 2023: 2023-2025 biennium begins.
  - xiv. July 2023: Grant recipients submit performance measurement plans.
  - xv. June 30, 2025: 2023-2025 biennium ends.

Meeting adjourned at 11:50am