

Transportation Demand Management Technical Committee



Meeting Minutes

October 25, 2023
10:00 AM – 12:00 PM

Microsoft Teams

Technical Committee members:

x	Marshall Elizer, chair	x	Jennifer Hass		Michelle Rasmussen	Michael Villnave
x	Alan Adolf	x	Olivia Kahn	x	Staci Sahoo	Dustin Watson
x	Mary Anderson		Veronica Jarvis	x	Heidi Speight	Tiff West
	Zach Carstensen	x	Kristin Melcher	x	Kim Stolz	x Bryce Yadon
x	Carol Cooper					

TDM Executive Board members

	Roger Millar, chair		Celeste Gilman		Kent Keel	Lua Pritchard
	Dave Anderson		Eric Hansen		Charles Knutson	Matt Ransom
	Ken Casavant		Kirk Hovenkotter		David McFadden	Melanie Truhn
	Christine Cooley		Ric Ilgenfritz		Susan Meyer	Laura Watson
	Katie Garrow		Laura Johnson		Chris O’Claire	Anna Zivarts

WSDOT staff present: Maya Agarwal, Sylvia Crum, Ricardo Gotla, Patrick Green, Brian Lagerberg, Stan Suchan, Christie Stelzig, Michael Wandler

Meeting convened at 10:02 AM by Marshall Elizer.

Meeting purpose statement

By the end of this meeting, we will have:

- Received status updates on various commute trip reduction (CTR) projects
- Explored community engagement strategies
- Learned about committee and board retreat planning

Welcome and announcements – Marshall Elizer

Outside of public comment agenda item, the public is welcome to share thoughts, comments, and questions in the chat.

10:10 – 10:15 AM

Public comment

- Will there be additional engagement/training on the CTR plans? Answer: All affected MPOs/RPTOs are planning a CTR plan kickoff meeting over next couple months and WSDOT will be supporting the meetings. Please keep a lookout for the regions’ meetings.

- Comment in support of renewing CTR tax credit. Hoping for an update/movement on the tax credit.

10:15 – 10:55 AM

Celebrity Interview: Micro transit – Ricardo Gotla, with guests:

- Jim Fetzer, Clallam Transit: Interlink
- Taylor Eidt, C-Tran: The Current
- Mitch Brown, King County Metro: MetroFlex
- Erik Jaszewski, Pierce Transit: Runner

Panel participants shared their experience with operating on-demand micro transit services in their communities including history, funding, operations, scope of service, technology usage, community engagement, and lessons learned.

10:55 – 11:05 AM

Retreat Planning – Marshall Elizer

- Marshall shared possible retreat goals:
 - Review of TDM Technical Committee and TDM Executive Board accomplishments.
 - Strategic long-range consideration of future programs, priorities, and strength of Commute Trip Reduction (CTR) in State of Washington.
 - Structure of TDM Technical Committee and TDM Executive Board, and its effectiveness at helping the Board and Technical Committee reach their goals.
 - Strategize for long-term strength of CTR program in State of Washington.
 - Implementation of the Healthy Environment for All (HEAL) Act
 - Groups with insufficient resources: how can we encourage TDM among people and entities with fewer resources?
- The committee suggested the following additional retreat goals:
 - Best practices from around US, world: program/approach that others find successful, that we could evaluate/adapt?
 - Short-term, long-term practices
 - How to focus on more than just CTR, but also transportation demand management
 - Worried about equity needs, when only focus on CTR
- Committee members expressed interest in joining a retreat steering committee: Heidi, Mary, Carol, Alan, Jennifer, Olivia

11:10 – 11:20 AM

TDM Technical Committee policy archive – Maya Agarwal

- Maya presented the [policy archiving project](#), including format and storage recommendations on the [TDM Technical Committee policies webpage](#).
- Decision: Do you approve the policy publishing recommendations and the recommended standard policy format?
 - Olivia Holden motioned to vote.
 - Mary Anderson seconded.
 - Motioned unanimously approved.

11:20 – 11:30 AM

CTR Implementer & ETC support – Patrick Green

- Patrick reported out on [administrative workplans](#), including process, resources created, engagement, outcomes, and next steps.
- Nearly all administrative workplans are approved. WSDOT continues to provide support to jurisdictions who are finalizing their plans.

11:30 – 11:40 AM

TDM Technical Committee/Executive Board development – Ricardo Gotla

- Ricardo requested formation of an Executive Board and Technical Committee Governance and Nominating Working Group to support board and committee governance and membership. Specific tasks and work products will evolve over time to meet the relevant needs of the board and committee.
- Committee members expressed interest in joining Executive Board and Technical Committee Governance and Nominating Working Group: Mary, Olivia, Jennifer, Carol, Staci, Olivia

11:40 – 11:50 AM

Look Ahead: 2024 Legislative Session – Ricardo Gotla

- Mobility Partnerships Grant: Community Transportation Association of the Northwest (CTA Northwest) continues to focus on fundraising for a lobbyist advocate for the Mobility Partnerships Grant in Olympia. Goal is to raise funds for 2025 legislative session.
- CTR tax credit: Committee members requested that WSDOT work with the committee to support their development of a recommendation that: 1) extends the credit; 2) amends the credit to achieve more widespread use of employer supported multimodal commute incentives.
- Committee members and members of the public expressed interest in joining policy recommendation review committee: Olivia, Amanda, Kim, Alan, Matthew.

11:50 – 11:53 PM

Closing remarks – Marshall Elizer

- Next TDM Technical Committee meeting: Wednesday, December 13, 10:00 a.m. – 12:00 p.m.
- Next TDM Executive Board meeting: Wednesday, December 20, 10:00 a.m. – 12:00 p.m.

Meeting adjourned at 11:53 AM.