

# Transportation Demand Management Technical Committee



## Meeting Minutes

May 9, 2024  
10:00 AM – 12:00 PM

Microsoft Teams

### Technical Committee members:

X	Marshall Elizer, chair	X	Jennifer Hass		Staci Sahoo		Bryce Yadon
	Alan Adolf	X	Olivia Kahn		Heidi Speight		
X	Mary Anderson	X	Veronica Jarvis	X	Kim Stolz		
	Zach Carstensen		Paul Muppidi*	X	Dustin Watson		
X	Angie Coulter	X	Ina Percival	X	Tiff West		

\*Non-voting member

### TDM Executive Board members

	Roger Millar, chair		Katie Garrow		Laura Johnson		Matt Ransom
	Ted Vanegas		Celeste Gilman		Charles Knutson		Melanie Truhn
	Ken Casavant		Eric Hansen		David McFadden		Laura Watson
	Christine Cooley		Alex Hudson		Susan Meyer		Anna Zivarts
	Richard de Sam Lazaro		Kirk Hovenkotter		Chris O'Claire		
	Cathy Fazio		Ric Ilgenfritz		Lua Pritchard		

**WSDOT staff present:** Maya Agarwal, Ricardo Gotla, Laura Moxham, Patrick Green, Carol Thompson, Stan Suchan, Michael Wandler, Christie Stelzig, Rebecca Jabbar

Meeting convened at 10:00 AM by Marshall Elizer.

Marshall welcomed the committee, implementers and partners.

Marshall announced an agenda change: the previous agenda's 11:35 AM item, "Program Gantt chart update," is replaced with an update on the state worker vanpool subsidy.

Welcomed Ina Percival as voting member of the Technical Committee; she is one of two transit agency representatives. Ina is Supervisor of Market and Business Development of King County Metro. She oversees both the transportation demand management (TDM) and Business Programs. The process of appointing transit agency representatives: Washington State Transit Association (WSTA) makes a recommendation, and then the Transportation Secretary appoints that person as representative. Ina is presently going through that process. She is stepping in to Carol Cooper's position until final announcement is made. Big thanks to Carol Cooper for her

distinguished service; she is stepping down from her role on the Technical Committee, as she is retiring from King County Metro.

Conference reminders:

- [Association for Commuter Transportation \(ACT\) 38th Annual International Conference](#), Denver, CO, August 4-7, 2024.
- [Washington State Transit Association \(WSTA\) conference](#), “Cultivating Change,” TriCities, WA, August 10-14, 2024.
- Washington State Ridesharing Organization (WSRO) conference, “How a Great City Moves,” Spokane, WA, Sep. 29-Oct. 1, 2024. [Early bird registration](#) is now open.

TDM Technical Committee/TDM Executive Board joint retreat, Seattle, Washington State Ferries building, Nov. 6-7, 2024:

- First retreat in five years.
- Schedule: day one (full day) is joint retreat with TDM Technical Committee/TDM Executive Board. Day two (half day) is Technical Committee only.
- We have secured Lisa Voight (of Eudaimonia Rising) as facilitator, formerly with King County Metro, recommended by Carol Cooper
- We will hold the retreat at the Washington State Ferries building, 2901 Third Avenue, Seattle; 5th floor open space.

Staffing updates:

- WSDOT’s new transportation planning specialist 4 (TPS4) has started, Wren Barulich; she has experience in both the consulting and nonprofit sectors (including Commute Seattle). Wren introduced herself.
- Patrick shared that we will soon have a new hire for our TPS3 position; they will start June 2024.

**Public comment:** Announcement about federal TDM policy: ACT advocates have successfully defined TDM in the Federal Aviation Administration (FAA) Reauthorization ACT of 2024. [Section 736](#) (per the [section-by-section summary](#)) requires the Government Accountability Office to conduct a study on the efficacy of Transportation Demand Management strategies at United States airports.

**DECISION: CTR 4-year plan performance target: City of Seattle** – Maya Agarwal, Matthew Trecha, Sarah Spicer

Matthew shared a [presentation](#) on the [City of Seattle’s proposed option 4 performance target](#), including rationale for the performance target, for review and approval by the Technical Committee. WSDOT had already recommended approval.

- Vote: Technical Committee vote on City of Seattle’s proposed performance target.
- Motion to approve: Mary Anderson
- Second to approve: Veronica Jarvis

Motion approved unanimously.

**DECISION: Shift Puget Sound Regional Council (PSRC) Commute Trip Reduction Regional Plan Dates** – Carol Thompson, Gil Cerise

Gil shared a [presentation](#) on a proposal to [shift Puget Sound Regional Council \(PSRC\) commute trip reduction regional plan dates](#), for review and approval by the Technical Committee. WSDOT had already expressed support for PSRC’s request to change the dates of their regional commute trip reduction (CTR) plan by one year to align with the agency’s regional transportation planning timeline as required under federal legislation.

- Vote: Technical Committee vote on PSRC’s request to change the dates of its regional CTR plan to June 2026 – May 2030, and every subsequent four years.
- Motion to approve: Jennifer Hass
- Second to approve: Veronica Jarvis

Motion approved unanimously.

**DECISION: TDM Technical Committee Term Limits** – Ricardo

Mary Anderson presented on proposed term limits for TDM Technical Committee members. It would result in the following addition of language to the Committee’s bylaws:

“Term limits. Members of the Committee who serve in termed positions are encouraged to vacate their position after two consecutive four-year terms to provide opportunities for other interested individuals to serve on the Committee.”

- Vote: Technical Committee vote on proposed term limits
- Motion to approve: Angie Coulter
- Second to approve: Olivia Kahn

Motion approved unanimously.

**CTR 4-year plan milestone minute** – Carol Thompson, Wren Barulich

Carol shared the [CTR 4-year plans progress dashboard](#), a tracking tool for required milestones and demonstrated progress on CTR 4-year plans. Carol pointed out that regions have been added to the dashboard.

Wren gave a [presentation on CTR 4-year plan milestone goals](#), and led a small group breakout activity to discuss the following questions:

- What other local or regional plans might be useful for CTR planning? Is there particular content from the plans that would be useful?
- What additional research or analysis might be useful for CTR planning? In what ways would the results of the research or analysis spur useful conversations about CTR in your community?

**State worker vanpool subsidy update** – Patrick

Patrick provided an [update](#) on the state worker vanpool subsidy, a 100% vanpool subsidy for eligible state worker employees, including background and requirements before participants may enroll.

**Mobility Partnerships Grant** – Ricardo

Angie Coulter shared that a Mobility Partnership Grant messaging advisory group is fine-tuning the Mobility Partnership Grant’s messaging, and that Community

Transportation Association of the Northwest (CTANW) will fundraise for a lobbyist to advocate for the Mobility Partnerships Grant in Olympia. CTANW will advance the legislation in 2025.

**CTR Implementers' Open Floor** – Implementers  
None

**Closing remarks** – Marshall

Next meetings:

TDM Executive Board: Thursday, May 23, 10:00 a.m. – 12:00 p.m.

TDM Technical Committee: Thursday, June 6, 10:00 a.m. – 12:00 p.m.

Meeting adjourned at 11:59 AM.

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