

Transportation Demand Management Technical Committee

Meeting Minutes

February 6, 2025
10:00 AM – 12:00 PM

Microsoft Teams



Attendance:

TDM Technical Committee member	Present?
Kerri Woehler, chair	Yes
Alan Adolf	Yes
Mary Anderson	No
Priya Balan	Yes
Angie Coulter	No
Jennifer Hass	No
Olivia Kahn	Yes
Veronica Jarvis	No
Paul Muppidi (non-voting member)	Yes
Ina Percival	Yes
Staci Sahoo	Yes
Heidi Speight	No
Dustin Watson	Yes
LeAnn Yamamoto	Yes

Executive Board member	Present?
Ken Casavant	No
Christine Cooley	No
Richard de Sam Lazaro	No
Cathy Fazio	No
Katie Garrow	No
Jessica Gehle	No
Celeste Gilman	No
Eric Hansen	No
Kirk Hovenkotter	No
Alex Hudson	No
Ric Ilgenfritz	No
Laura Johnson	No
Charles Knutson	No
Chris O'Claire	No
Karl Otterstrom	No
Lua Pritchard	No
Matt Ransom	No
Melanie Truhn	No
Ted Vanegas	Yes
Laura Watson	No

Washington State Department of Transportation (WSDOT) staff present: Laura Moxham, Patrick Green, Kelly Lauderdale, Dani Walker, Wren Barulich, Brian Lagerberg, Ricardo Gotla, Don Chartock

Welcome and Announcements:

Meeting convened at 10:01 AM by Kerri Woehler.

Kerri welcomed the committee, implementers, and partners.

Kerri introduced herself as the new technical committee chair. Kerri is the new WSDOT Assistant Secretary for Multimodal Development and Delivery. She has spent twenty years at WSDOT in Aviation, Rail and Multimodal Planning divisions. Kerri began her career at a metropolitan planning organization (MPO). Before that Kerri interned as an employee transportation coordinator (ETC). Her experience as an ETC inspired her to work in the transportation sector to address structural barriers to access transit and multimodal options. She is very excited to serve as committee chair, further transportation demand management (TDM), and engage in and support the committee's work.

Announcements:

[Community Transportation Association of the Northwest \(CTANW\) Summit](#) is May 19 and 20 at Kitsap Convention Center in Bremerton.

Staff transitions:

Laura Moxham is moving to a new role in the WSDOT public transportation division (PTD). Staff is working to fill the position.

Alex Deans-Gravlee is also moving to a new team within PTD. He will continue to provide survey technical assistance to implementers until his position is backfilled.

Hiring:

WSDOT is hiring a data analyst lead - [Job Opportunity: Data Analyst Lead in Seattle, WA!](#)

Downtown on the Go has an opening - <https://downtownonwego.com/about/news-events/ctr-coordinator-2025>

Public Comment:

Matthew Trecha, regarding commute trip reduction (CTR) tax credit: The Department of Revenue is sharing false information about tax credit. Employers outside of Seattle are being told they are not eligible. Seeking support and guidance from WSDOT on tax credit applications. Requested an update on 2025-2029 CTR budget project.

CTR 4-year plan approvals:

Wren shared a presentation on [local and regional CTR 4-year plans recommended for approval](#) for the following city and regional plans:

City of Kent, City of Lacey, City of Lynnwood, City of Mercer Island, City of Moxee, City of Olympia, City of Renton, City of Selah, City of Sumner, City of Toppenish, City of Tumwater, City of Union Gap, City of Yakima, Regional Transportation Plan – Southwest Washington, Snohomish County, Thurston County, Thurston Regional Planning Council, Yakima County, Yakima Valley Council of Governments (YVCOG).

There were no questions from the committee regarding submitted plans.

Ina Percival - Motioned to approve the city and regional plans.

Alan Adolf – Seconded the motion.

Motion approved unanimously.

Legislative updates:

CTR tax credit bill will be heard in the House Committee on Finance on Feb. 11, 2025, 8:00am. Read more at [Washington State Legislature](#).

Ricardo offered to provide technical assistance upon request to partners for developing testimony.

Executive board member Matt Ransom, and committee member Jennifer Hass, are leading a sprint team to advance the \$20M World Cup pilot. Sprint team will have its first meeting on February 24.

Staci Sahoo brought the committee's attention to "Implementing safe system approach strategies for active transportation infrastructure" bill: [Washington State Legislature](#). No one had insight or a position on the bill.

CTR funding formula update:

Wren shared a presentation on the CTR program funding formula: [Funding Formula 2023-2025: Key Decisions Recap and Survey Results](#).

Wren reminded the group that that Mercer Island will be added to the CTR program. Because of total program funding remaining the same and needing to provide base funding amount to Mercer Island, grantees will experience a 0.7% decrease in funding per worksite.

The 2023-2025 base amount is currently \$31,250 which includes five worksites and is likely to change for the 2025-2029 budget cycle.

Wren reviewed the CTR budget survey results. Highlights included: most respondents felt that maintaining the status quo of the current funding formula was acceptable. Several respondents wanted to learn more about different elements of the CTR funding formula. A few expressed interest in learning more about WSDOT staff's CTR-affected cities project, which evaluates the list of CTR-affected cities in the Washington Administrative Code (WAC).

Don clarified that in the 2025-2029 budget formula WSDOT will continue to use its administrative CTR funds to ensure Whatcom and Tacoma get an increase in funding for base program as part of current funding formula commitment that no jurisdiction receive less funding than in the previous budget.

Based on committee and grantee comments, WSDOT will use committee time to discuss key issues related to the funding formula and the CTR-affected cities project.

Maya reminded the group that WSDOT is required to evaluate the list of CTR-affected cities listed in WAC every four years, and that is what the CTR-affected cities project is focused on.

Ricardo reminded folks that number of worksites will be based on most recent survey cycle data.

Outcomes of discussion:

Moving forward to discuss with grantees: What to do to support technical assistance to implementers and learn basic mechanics of funding formula.

Venue and format to address these issues: Fold into existing scheduled committee meetings.

Closing remarks:

Next steps: prepare for March meeting, review and approve submitted local and regional plans, plan for funding formula discussion and engagement.

Meeting adjourned 11:12 AM.