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Paula J. Hammond, Chair  
*WSDOT Chief of Staff*

Margaret Casey  
Consumer Representative

Richard De Rock  
*Representing the Washington  
State Transit Association*

Theresa Hekel  
*Washington Association  
of Pupil Transportation*

Marilyn Mason-Plunkett  
*CTA-NW*

Doug Porter  
*Health and Recovery Services  
Administration of DSHS*

Marcia Riggers  
*Office of Superintendent of  
Public Instruction*

Bernice Robinson  
Consumer Representative

Page Scott  
*Representing Regional and Metropolitan  
Planning Organizations*

Jennifer Ziegler  
*Governor's Transportation  
Policy Advisor*

**Legislative Members:**

Senator Jim Kastama  
Senator Pam Roach

Representative Fred Jarrett  
Representative Mark Miloscia  
Representative Alex Wood

## **Agency Council on Coordinated Transportation (ACCT)**

**Friday, August 4, 2006**

**9:30 a.m. to 12:00 p.m.**

**Olympia, WA**

### **Meeting Summary**

## **Attendance**

### Council Members

Representative Mark Miloscia,  
Margaret Casey,  
Theresa Hekel,  
Marilyn Mason-Plunkett,  
Bernice Robinson,  
Page Scott,  
Jennifer Ziegler,  
Doug Porter,  
Judy Giniger, Director of the Public Transportation and  
Rail Division, chaired the meeting on behalf of Paula  
Hammond.

### WSDOT Staff

Robin Phillips, ACCT Administrator  
Mr. Chartock Chartock  
Rebeca Potasnik  
Cynthia Middleton  
Casey Kanzler

### Welcome and Introductions – Judy Giniger

Judy Giniger welcomed the Council members and introduced new Council member Jennifer Ziegler, the governor's transportation policy liaison. She also welcomed two other new members; Richard DeRock, General Manager of Link Transit, and Senator

Pam Roach have been appointed to the Council. Council members and the audience went around the room and introduced themselves. Judy also welcomed new WSDOT staff member Casey Kanzler.

### *Budge Update – Robin Phillips*

Ms. Phillips directed the council to the updated budget information in the meeting notebooks. Staff have identified the ACCT Council administration funds from the several funding resources. ACCT expenditures for administration are at 61 percent of budget; and ACCT Council support is at 72 percent of budget. This fall ACCT will publish three legislative reports. The Travel Options project has started implementation and has ordered the hardware for the project. The bills for these purchases will start showing up on the budget at the next meeting. Mr. Chartock said a call for CTA Technical Assistance projects would be made at Public Transportation conference in two weeks.

### *SAFETEA-LU Planning Update – Don Chartock and Page Scott*

SAFETEA-LU, the federal transportation reauthorization bill, included new requirements for receiving public transportation grant funds. The major requirement was for coordinated planning to receive funds for senior and persons with disabilities capital projects, Job Access and Reverse Commute grants, and a new program called “New Freedoms.” Mr. Chartock has been meeting with RTPO’s and MPO’s across the state to initiate agreements with the RTPOs for the new planning. Mr. Chartock feels variety of plans in this first year of the program will help us identify best practices in planning and project identification. There will be a workshop on plan development at the Public Transportation conference. QUADCO, which has actively worked to implement the new planning requirement, will be honored for their efforts at the conference and will host a workshop session.

Page Scott said that Washington State is currently being held up as a national example. Other states are saying they are modeling their work after ours. Page has been encouraging RTPO and MPO counterparts around the state to get involved – this is important for our planning. Page will be speaking on this topic at the Association of Metropolitan Planning Organizations in November.

Margaret remarked that she referred out of state people to the ACCT materials on the web and received positive feedback. Marilyn Mason-Plunkett recognized Mr. Chartock and the WSDOT ACCT staff for their hard work in coordinating our state response to the SAFETEA-LU requirements. Marilyn said the model was very useful for planning. Judy said she was at a conference in Denver recently where we were talked about as a model. Judy said WSDOT staff, Ms. Phillips and Mr. Chartock, have done a fantastic job. Mr. Chartock suggested the council consider whether this is the type of model they want to use again in the future to for facilitating coordination on a local level.

### *Access to Treatment Report- Robin Phillips*

Ms. Phillips explained that treatment information is owned by DSHS, from whom they have received a model

data sharing agreement. She hopes to have the signed agreement back by the next ACCT meeting. November 1 is the due date to the legislature and she hopes to have a draft report with more information at the October ACCT meeting. Ms. Phillips will talk to Chris Johnson at the Attorney General's Office to find out if there will be a hearing on this bill prior to January.

### *Preparing the Next ACCT Report – Mr. Chartock*

It is time to prepare the next ACCT report to the legislature. Mr. Chartock referred members to a handout of the first ACCT report draft outline and a report timeline. It may be even more important since the ACCT Council is scheduled to sunset at the end of this fiscal year. He said they will model some of their work on the Commute Trip Reduction (CTR) report and have communications staff assigned to provide support for the report. Mr. Chartock encouraged members to review and comment on the draft report and to give him their suggestions by the end of this month.

### *Travel Options Update – Robin Phillips*

Ms. Phillips gave a PowerPoint presentation about the Travel Options project. The project is sponsored by the ACCT Council, but it will affect what WSDOT is doing around travel information, access to services and efficiencies in the system. She discussed where we started, the background of Travel Options, where we're going and why, and the next steps in the near future.

### *Where We Started: Why is ACCT involved?*

ACCT wants to offer travel information in a way that is easy for people to access and use the system and all its pieces. The federal government is requiring we do national transit database reporting. Performance data reporting is becoming ingrained. Judy said that this is part of a larger effort on the part of the department to get transportation information of all kinds out to the public. Streamlining data is something we want to do within our programs in the Public Transportation and Rail Division as well.

Rep. Miloscia asked what the top 20 performance measures are that we're focusing on. We need to make sure we have targets to measure performance toward achieving our goals. Ms. Phillips said the federal government is requiring we report on various measures such as total cost, cost per trip, passengers per revenue hour, etc. The next step after getting this data will be to set the goal targets. Ms. Phillips said the FTA has been open to accepting our proposed definitions.

Jennifer Ziegler asked if it could cause inconsistency at the state level if the federal requirements or measures didn't fit or align with our requirements at the state level. Ms. Phillips said that we have proposed measures to the federal government and are moving forward using the federal requirements as the basis for our performance definitions. It is a flexible process and we can capture information as part of our grant reporting and add it to the effort.

The Travel Options project began six years ago in Oregon. As time went on, Oregon's methods diverged from where Washington wanted to go. We have separated our efforts, and are still sharing information with Oregon, but we are not tying our development process to theirs.

The performance data will be in the data model so we can put information into trip planner and get consistent information. Ms. Phillips and staff provided information to Google and asked them to develop a statewide travel planner. Ms. Phillips hopes to show screen shots of a route in Washington at the Public Transportation Conference August 14-16. Our system will give more in-depth information about services. We're the only state in the nation that is doing this, and our effort is being followed to see if this model works. Ms. Phillips said staff will send out a link to the ACCT council members when it is up and running in order to get their feedback. Google has assured her that this project is a priority for them.

Ms. Giniger spoke to the question that since Google is doing this, why are we bothering to take any more steps? What is it that we aren't getting? She said that our work ensures there's not a lapse in providing this information to our customers. The information our system will provide customers is different than Google can provide, e.g. no itinerary. Ms. Giniger said it doesn't appear that we're duplicating efforts. We are not working on Smartcard technology or capability as a part of this effort.

This month, we will have more GIS data from various transit systems to put into the Google system. By the end of this month, the database should be up and running, and by the end of October, the provider profiles will be available. By January, the goal is for the public to be able to navigate by map or by getting information about how to travel within their community and between different points.

Two members mentioned that this system may be very beneficial for those people using special needs transportation services. Ms. Phillips said we are working to give people access to services and help them imagine the network of services available for commute and travel alternatives.

### ***Legislative Update- Judy Giniger***

Ms. Giniger asked the Council how they wanted to proceed before the next legislative session and what the Council wants to do regarding reauthorization and other more specific areas in the statute. These areas could to be improved to focus the work and to be more effective in accomplishing the intent of the legislature.

The Council previously set up a subcommittee which would work with department staff on this issue. Marilyn Mason Plunkett, Margaret Casey and ACCT Chair Paula Hammond had volunteered to be on the subcommittee. The approach staff is pursuing parallels the work WSDOT did when they developed modifications to the CTR program. WSDOT was very successful in getting modifications to that program. WSDOT followed a comprehensive plan, including stakeholder interviews with legislators, business people, commuters, public agencies, etc. We got a good understanding from people in different roles that were part of the system about what they thought about the Commute Trip Reduction program. This was helpful in moving us ahead to help make program work better.

ACCT is to identify subcommittee members and work with a consultant to develop a report on opportunities and recommendations for improvements. The consultant would

prepare the stakeholder report, we would propose legislation, and work with legislative members to forward legislation for action. The subcommittee will look at the results of the stakeholder interviews, work with staff to develop recommendations, and bring the recommendations back to the Council for discussion. Already identified legislative concepts are: extending the Council, and modifying the work agenda for the Council. On what areas should the ACCT Council be working? These decisions need to be made and codified into the legislation.

Representative Miloscia said he feels it is important to be very clear in the report about what we have and haven't accomplished, according to statute. We should have performance measures and data to portray what we have done and ways to identify unmet needs and identify our biggest key barriers if we decide to change statute. Performance measures should be very clear about what has been done so far for efficiency and effectiveness and whether more people are being served with available resources. Ms. Giniger said that Representative Miloscia is added to the subcommittee.

The ACCT Council itself is scheduled to terminate next year, but the work of the Council is scheduled to terminate the year after. Staff will check to see how the sunset provision could affect the ACCT Council.

Staff is looking to have the ACCT report ready for the upcoming legislative session. Ms. Giniger called for concurrence that this is the general direction in which to go. Council members concurred. Staff will call the subcommittee together for a meeting in the near future. Please send comments on the questions to Ms. Phillips in the next week or two.

Representative Miloscia asked if homeless student transportation issues are coordinated with the Office of the Superintendent of Public Instruction, Community Trade and Economic Development, etc. Mr. Chartock said this topic will be addressed at a session at the Public Transportation Conference on August 16.

Ms. Giniger attended the House Transportation Committee meeting on July 11. Many legislators were there, including top leadership for committees. Consumers, advocates, stakeholders, providers gave testimony about what coordinated transportation means on a human level. The message was clear - to preserve what we've got. They heard that it is still difficult to get information about public transportation services, and that rising costs and demand are a concern.

### *Other Business*

Ms. Giniger mentioned two upcoming conferences: the WSDOT Public Transportation & Rail Conference in Bellevue, WA, August 14-16, and we are hosting the Transportation Research Board National Rural Public and Intercity Bus Transportation Conference October 22-25 at Skamania Lodge. The national conference will be focused on research-related subjects on financial management, operations, planning, and technology. It will focus on rural programs and transportation and the inclusion of tribes in our planning processes and grant programs. The State Tribal Planning Conference will be starting at as the national conference finishes in the same location. Transportation participants will have the opportunity to attend both. ACCT members should let Ms. Phillips know if they would like to attend.

### ***New Business***

Ms. Giniger announced a change for one of the council members: Marilyn Mason-Plunkett will be leaving Yakima as she has been selected as the new CEO of Hopelink, beginning October 1. We wish her well.

### ***Adoption of meeting notes from June 2006- Judy Giniger***

The last line on page two should say “The Hague” instead of “Brussels”. There were no other comments. A motion to adopt was made, seconded, all were in favor; the June 2006 meeting summary was adopted.

### ***News and Comments***

Doug Porter had two comments. He said the Deficit Reduction Act has just passed and Washington State is being pointed to as a model for how to manage non-emergency medical transportation. Doug also said Washington and many other states are now required to document citizenship and identity, and obtain records of citizenship and residency for clients. This will be a problem for the 800,000 legal citizens in the state who will have to provide acceptable documentation to be eligible for their program. This may be a hassle factor for eligible citizens applying or getting on their rolls. To mitigate this, the Governor has authorized DSHS to receive *copies* of documents rather than original birth certificates and driver licenses. Tribal ID cards will be accepted as proof of citizenship as well. The Governor has authorized an outreach program and has given funding as part of the “covering all kids” initiative, with state match money to offset the citizenship requirement and provide outreach to those who have children who are eligible for the program.

### ***Other News***

None.

### ***Public Comment***

None.

The meeting concluded at 11:40 a.m.