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Liz Dunbar
DSHS Deputy Secretary

Glen Hallman
Consumer Representative

Paula J. Hammond
WSDOT Chief of Staff

Andrew Johnsen
*Governor's Transportation
Policy Advisor*

Marilyn Mason-Plunkett
CTA-NW

Marcia Riggers
*Office of Superintendent of
Public Instruction*

Bernice Robinson
Consumer Representative

Legislative Members:

Senator Margarita Prentice
Senator Jim Horn
Senator Mark Doumit
Senator Larry Sheahan

Representative Fred Jarrett
Representative Mark Miloscia
Representative Alex Wood

Agency Council on Coordinated Transportation (ACCT)

Friday, June 4, 2004
9:30 a.m. to 12:00 p.m.
WSDOT Large Commission Board Room (1D2)
Olympia, WA

Meeting Summary

Attendance

Council Members

Paula Hammond, WSDOT
Glen Hallman, Citizen Representative
Bernice Robinson, Citizen Representative
Marilyn Mason-Plunkett, CTA-NW
Doug Porter, DSHS
Representative Mark Miloscia
Reg Clarke, WAPT
Andrew Johnson, Governor's Office
Michael Harbour, WSTA

WSDOT Staff

Robin Philips, ACCT Administrator
Shelley Pedro
Don Chartock
Cathy Silins
Seija Blaylock

Welcome and Introductions – Paula Hammond

Paula Hammond, WSDOT Chief of Staff and ACCT Chair, opened the meeting by introducing herself. The council and audience then introduced themselves.

Approval of the Meeting Notes – Paula Hammond

Glen Hallman motioned to approve April 2004 meeting notes as written. Motion seconded and meeting notes approved.

Budget and Staff Announcements – Cathy Silins

Budget

Cathy directs members to the *Budget Report for Coordinated Special Needs Transportation 2003-2005* and explains that the budget information is being presented a little differently this month. Cathy is trying different forms of budget reporting so that communication is clear.

On the budget sheet there is a column titled “Total Biennial Budget” for an amount of \$1,258,870. This amount is a little less than the budget that was adopted last year. The reason is that ACCT had expected some funding from DSHS that it could match with additional JARC funds; however, DSHS funds did not materialize. ACCT did not get any additional funding from other sources so the budget is a little lower than last year. ACCT has federal funding, just not the match. Cathy directed attention to the “Total Expended Through April 2004” column. No expenditures are reflected in this column because by April 2004 the “work plan” checks had not been mailed out, but since April 2004 the checks have been mailed and the next budget will reflect expenditures.

There were comments and discussion on the budget format. One suggestion was to change the title “Expenditure Detail” to “Budget Detail” so the programs contributing to a planned activity could be seen. Another suggestion was to add another column for the total amount.

At the next meeting Cathy and Robin will bring back information on the workplan and report expenditures.

9:45 a.m. - Paula Hammond welcomed Rep. Miloscia

Staff Announcements

No announcements.

Identify and Address Barriers

Pierce County Coalition Cost Allocation Agreement – Faith Trimble, FLT Consulting

The PCCTC implemented the Common Ground project in May 2002 to evaluate the possibility of grouping Medicaid and Pierce Transit ADA trips to and from adult day health centers and kidney dialysis centers in Pierce County. In May 2003 the Common Ground project team

finalized a plan outlining a problem statement, project purpose, principles, objectives, scope, timelines and desired outcomes. In June 2003, ACCT funded the development of a cost allocation formula.

Seven models are identified and analyzed. Two are recommended by the PCCTC committee. The findings of the trip analysis and discussions of the team include:

1. The most preferred formula found to share costs is based on a **seat share miles** or a **base fee plus seat share miles**.
2. Cost sharing alternatives appear to have a positive impact, however precise quantifications of potential savings is not available because data is not tracked consistently between agencies and/or the impact on the entire transportation system could not be evaluated during the test period.
3. Under current federal regulations and local fare structures we could not implement this cost allocation formula.

Although the work that was done does not show the actual number of dollars saved it does find that there would be significant savings. Mary Jo Porter estimates that for demand response type trips if \$1.00 was saved and was reinvested into transportation 25,000 more trips a year could be purchased. Some of Mary Jo Porter's scenarios presented showed a savings of up to \$15.00 per trip. On a conservative level there was a savings of \$3.00 per trip or more.

Based on these findings the recommendations are:

1. Allocate costs for other PCCTC transportation projects, such as Beyond the Borders, based on the seat share mile or a base fee plus seat share mile.
2. Request that ACCT request a waiver from CMS in order to test the cost allocation formula
3. Pierce Transit work toward defining a fare structure in a manner that will allow the sharing of costs.

There were comments and discussion about software programs. Faith said that each agency, Medicaid and transit, have their own software. There are many issues to deal with and although decisions have not been made the technology is a fundamental aspect of the project. The necessary technology is available. The Coalition is looking at crosswalks between software programs, grouping together or having stand alone/neutral type database.

Faith explains that there are policy issues preventing the ride share miles cost allocation program from moving forward. The current federal regulation from CMS of usual and customary and payer of last resort is interpreted would financially impede the partners. This basically means

that it would shift costs and the key principle is to be cost neutral or cost savings to either of the parties.

Tom Gray said that as soon as you have any trips that are not technically ADA, then the usual and customary rule does not apply on the ADA side of regulations. However, depending on how much the transit charges other individuals for that level of service is not ADA and that would then become usual and customary.

New Service for at Risk Children – Karen Parkhurst, TRPC

Karen said she has the exciting news to bring to the table that a program is operational. This program is being funded with state dollars and it is a cooperative program for children, youth and families. The area of focus is the southern part of Thurston County; Rochester, Tenino and Bucoda. These are very rural areas with a high crime rate and a high poverty rate.

A contract was made with Transpro to provide the service. The service began in early May. In the beginning it was hoped that the service boundaries would be able to connect up to Intercity Transit main hubs in the northern part of the county, but it was found that the majority of the community were nervous about using Transit. So instead, transportation is actually provided into Tumwater, Lacey and the Olympia community with specific destinations and then encourages the rider to use Intercity Transit while in the area. Intercity Transit has agreed to provide travel training for the community members. The age of the youth that are at risk, range from babies in the parent to parent program of Hispanic Woman to those attending neighboring schools, such as South Puget Sound or Centralia College. The coalition formed includes; people from the Weed and Seed, the food bank, elected officials, Transpro, Paratransit and school districts.

At this time there is cost allocation formula in place that is based on how many miles people traveled. The community does not value things that are free so it was agreed that a fare would be charged.

Rules that have been put into place are:

1. Need to be 14 years of age to schedule own trip
2. Community organization can schedule a group trip for younger members
3. No deviation to your destination

The committee is housed in the police department so the chief of Police is the head of this transportation service. They have 24-hour dispatch in place, vehicles in place and they have drug and alcohol training in place.

There was discussion around the table that the ACCT council put together a program for the legislature encouraging funding for this area.

10:40 a.m. – Paula welcomed Doug Porter.

Focus on Results

Coordination Performance Measures – Seija Blaylock

The goal of performance measures is to focus on results and demonstrate the value of coordination. Robin advises the council that since the last meeting Seija has been working with the people from Yakima County and Pierce County to get data on special needs transportation. She has put together some numbers to talk about what is potentially a baseline and how we might use them. Robin introduces Seija.

Seija begins the discussion explaining how she went about collecting the data, some of the problems encountered and some of the definitions for the terminology that is used. The main information that was collected is the number of unlinked passenger trips. Many of the transits measure their ridership with unlinked passenger trips. Data was collected on ADA Demand Responsive, MAA Brokerages, Transit Fixed Route, Vanpools, and School Districts.

Field trips were not included because they are scheduled at varying times. Also not included are the homeless children as they're needs are not predictable a full year in advance.

For Pierce County the highest cost of trips was for ADA Demand Responsive. The cost was influenced by high population concentration and traffic congestion. Also, according to US Census 2000, 16.8 percent of Pierce County population is disabled. The least expensive trip in Pierce County was for the school districts.

For Yakima County MAA Broker rides are the most costly with school districts as the least expensive. Many of the broker rides for Yakima County are for longer trips outside of Yakima; to Seattle, Spokane, or Portland sometimes taking 2, 3 or more hours.

Robin and Rep. Miloscia have agreed to meet and discuss how performance measures fit in with the strategic plan and will bring back the information to the next ACCT meeting.

Increase Advocacy

Medicaid RFP Update and Contract Language – Tom Gray, DSHS

On May 14, 2004 DSHS announced the bid results on contracts for Transportation, Interpreter Brokerages. Contracts are being electronically sent today, June 4th to the successful bidders to review and sign. All contracts should be signed and implemented by July 1, 2004. The contract is public

knowledge and has two statements of work; one for interpreter services and the other for non-emergency medical transportation.

The requirements of each county will be to submit monthly reports showing a minimum of number of trips, the mode of the trips by service cost of the trips and also the administrative cost. Then each county will submit monthly reports showing at a minimum unduplicated number of clients served for that month and present a running total. The brokers are required to do an annual audit according to federal regulations and DSHS receives a copy. Also, DSHS does on-site reviews and consultations with the brokers to make sure they are operating appropriately and according to terms and condition of the contract.

Glen Hallman has a handout on the Northwest Regional Council MAA Transportation program. The NWRC has 15 years of experience in operating the Medicaid transportation brokerage program and has established an effective program that is responsive to unique local area needs, provides excellent service to customers, creates an effective network of providers, delivers a cost-effective service and assures accountability.

Research on “Payer of Last Resort” & “Usual and Customary” – Don Chartock, WSDOT & Paul Meury, DSHS

Payer of last resort follows the federal guidelines that are provided by Centers for Medicare/Medicaid Services (CMS) that Medicaid is supposed to be the last available entity to pay for medical coverage. Usual and Customary relates to the ADA verbiage that talks about the rate for medical services the general public pays for.

Over the last several years Don has been gathering information from other states on how they deal with the issues of the payer of last resort and usual and customary. The issue at hand is with payer of last resort a situation may exist where money can be saved by sharing the ride. Under the ADA rules transits are required to provide an equal transportation for the same cost to people with disabilities as they do to the general public. So some of the information being collected is whether a State provides transportation as an administrative or medical expense, if the trip is dual eligible, if payer of last resort is enforced or not or worked around and usual and customary the type of fee being charged.

To support Don’s efforts, Paul Meury sent out a communication to his counterparts in 11 states to see how they dealt with dual eligible, the usual and customary, the payer of last resort and the cost allocation model. There are many different options to dealing with payer of last resort. The suggestion is to go back to CMS, describe the different projects in Washington State; such as the Common Ground Project, explain what is needed and wanted, what other states are doing.

Cascadia Leadership Forum – Faith Trimble

The Cascadia Leadership Forum will address coordinated special needs transportation. The Cascadia Center of Discover Institute and the Community Transportation Association of America sponsor it. ACCT members are invited.

When: June 14, 2004

Where: Washington State Convention Center, Seattle WA

Time: 10:00am to 2:00pm

Andrew Johnson reports that the Proclamation for this leadership summarizes some of the key areas of focus and acknowledges at a state level the commitment needed to draw attention to these areas to move forward. It builds on some of the momentum created by the United We Ride Award and will hopefully contribute to a productive and positive day.

Robin Phillips points out that the ACCT council is going to start doing a recognition award for innovative strategies around the state. Material will be available for these nominations after the Proclamation.

Comments from the Council and audience –

Andrew Johnson announces that the Governors Office and the Office of Financial Management are in the process of initiating POG2; which is Priorities of Government, Phase 2. This is to help decision makers and budget planning parties provide a sense of how items are funded, services and type of products in state government that represent the highest priorities. There are eleven different teams focused on all the different areas. Paula Hammond and Andrew Johnson are on a team that focuses on the mobility of people, goods, information, and energy. The goal is that the POG2 will have more of an integral effect in the budget preparation process than did the original POG progress.

Mike Harbour comments that Spokane Transit has passed their tax increase for transit by 68%, which is a big positive for Spokane and for Medicaid.

12:10p.m. – Meeting adjourned.

Next meeting –

The next Council meeting will be Friday, August 6, 2004 at the Washington State Department of Transportation building: 310 Maple Park Ave, Olympia WA.