

**Peninsula Regional Transportation Planning Organization  
Technical Advisory Committee (TAC) Meeting Summary**

October 15, 2015  
Kitsap County Public Works Annex  
Bremerton, WA

**Attendees**

Rich James, Clallam County  
Zoe Ann Lamp, Jefferson County  
Cheryl Loran, Jefferson Transit  
Greg Cioc, Kitsap County  
Ed Coviello, Kitsap Transit  
Melissa McFadden, Mason County  
Judy Scott, Port of Allyn  
Christina Kramer, Mason Transit  
Dennis Engel, WSDOT  
Debbie Clemen, WSDOT

**Welcome Introductions**

TAC Chair Rich James opened the meeting with a welcome and initiated self-introductions.

**Peninsula RTPO's Travel Demand Model Update**

Greg Cioc from Kitsap County updated the group on the progress of the Peninsula RTPO's Travel Demand Model. Greg commented that they have hired Clyde Scott, a sub-consultant to compile the land use data for the regional model. Unfortunately, Kitsap County is having a difficult time obtaining raw employment and population data from Employment Security. Debbie Clemen suggested obtaining the data from the Office of Financial Management (OFM) instead. Kitsap County will be contacting transit agencies to collect transit route data and park & ride descriptions and utilization rates.

In the spring, Kitsap County hopes to have the model ready for calibration. During the calibration phase, the model's out-put volumes will be compared to existing traffic counts and observed travel patterns. Adjustments will be made to the models coefficients until the modeled existing conditions replicate

**Transportation Alternative Program (TAP) Grants Schedule and Discussion**

Debbie Clemen commented that last year, the PRTPO awarded 4 years of TAP allocations for 2014 through 2017. Next year, Debbie would like to award the Peninsula RTPO's TAP allocations for 2018 and 2019. TAP grant funds in the amount of \$190,000 are available for each year, or with TAC approval, one regional project may be funded using the entire \$380,000 available. Debbie asked for comments on the following proposed TAP process schedule.

## Transportation Alternative Program (TAP) Grants Schedule and Discussion

Proposed TAP Grant Schedule continued

### Proposed TAP Grant Process Schedule

- Wednesday, January 6, 2016 Official Call for Projects Announcement
- Wednesday, April 6, 2016 TAP Applications are Due to PRTPO Staff
- April 11-15, 2016 WSDOT's Local Programs Office Application Review
- April 18-22, 2016 TAC Member Pre-application Review
- Thursday, May 19, 2016 TAC Meeting Project Ranking and Selection

No revisions to the schedule were requested by TAC members.

Note: The Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) authorized the Transportation Alternatives Program (TAP) to provide funding for programs and projects defined as transportation alternatives, including on- and off- road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, community improvement activities, and environmental mitigation; recreational trail projects; safe routes to school projects; and projects for planning, designing, or constructing boulevards and other roadways largely in the right of way of former divided highways. For more information regarding TAP funds, go online to the following link [www.fhwa.dot.gov/environment/transportation\\_alternatives/](http://www.fhwa.dot.gov/environment/transportation_alternatives/).

### ADA Transition Plan

Debbie Clemen relayed that local governments around the country are under fire from the Department of Justice for not having their Americans with Disabilities Act (ADA) Transition Plans complete. All entities that receive federal funding were required to complete a self-evaluation of their facilities, programs, policies and practices by January 26, **1993**. However, many haven't completed their self-evaluation and transition plan requirements because the task is so daunting.

Title II of the ADA dictates that all entities that receive federal funding i.e. cities, counties, tribes and transit agencies are required to evaluate their services, programs, policies and practices. Once the evaluation is complete, entities are required to identify barriers that may limit accessibility for people with disabilities and then develop a transition plan describing how they will address those identified barriers. This requirement not only extends to physical access, but also to policy changes in order to ensure that all people with disabilities can take part in, and benefit from, all programs and services offered. Entities must also ensure effective communication – including the provision of necessary auxiliary aids and services so that individuals with disabilities may participate in civic life.

A transition plan is a document that describes the actions, funding and schedules related to improving access to government buildings and services. The transition plan should include a list of the physical barriers; a detailed outline to remove those barriers; a one year schedule for removing the barriers; and the name of the official responsible for the implementation of the plan. In addition, WSDOT also added 2 more requirements to the list:

## **ADA Transition Plan**

continued

### WSDOT's Requirements:

1. New construction and altered facilities must be accessible to and usable by people with disabilities and
2. Transportation providers must evaluate existing facilities, policies, and programs for discrimination. Transition plans are required to be updated periodically until all accessibility barriers are removed.

Note: A copy of the ADA's Title II Regulation in full is available on the U.S. Government Publishing Office site at the following link: [www.ecfr.gov/cgi-bin/text-idx?SID=515db21cb8601b74431f6df3c7360b7a&mc=true&tpl=/ecfrbrowse/Title28/28cfr35\\_main\\_02.tpl](http://www.ecfr.gov/cgi-bin/text-idx?SID=515db21cb8601b74431f6df3c7360b7a&mc=true&tpl=/ecfrbrowse/Title28/28cfr35_main_02.tpl)

Section 35.105 of Title II (28 CFR Part 35) pertains to Self-Evaluations and states, in part: "(a) A public entity shall, within one year of the effective date of this part, evaluate its current services, policies, and practices, and the effects thereof, that do not or may not meet the requirements of this part and, to the extent modifications of any such services, policies, and practices is required, the public entity shall proceed to make the necessary modifications".

### **Consistency and Certification of Members' Comprehensive Plan's Transportation Element**

Debbie Clemen commented that the Peninsula RTPO is required to certify that member's transportation plans and their planning policies are consistent with the Regional Transportation Plan (RTP). This will be achieved by completing a formal consistency review and certification process. Debbie relayed that staff recommends using the Peninsula RTPO's Goals and Policies as a guide for consistency. Members' transportation plans shall be consistent with all twenty-one elements of the Peninsula RTPO's Goals and Policies. Members will indicate the corresponding page number of their respective jurisdiction's transportation element with each of the PRTPO's Goals and Policies. Members also suggested listing the 21 Goals and Policies in a spreadsheet format for ease of inserting the page numbers.

Dennis Engel stated that the WSDOT's Planning Office staff is responsible for coordinating and reviewing the Transportation Element of local comprehensive plans as part of the 2016 update process. WSDOT would like to collaborate early with local jurisdictions in their comprehensive plan process. The growth Management Act (GMA) now requires local governments to adopt LOS standards for arterials and transit routes. Because transit uses the arterial street network, transit LOS decisions should be coordinated with your transit service provider and should reflect realistic service expectations. If you have any questions regarding the update of your jurisdiction's comprehensive plan, WSDOT Planning staff would be happy to meet with you.

### **Volunteer Transportation Coordination**

Christina Kramer is Mason Transit Authority's Outreach Manager. Part of her job is working with the Lewis-Mason-Thurston Area Agency on Aging to provide transportation services for those transit users that are 60+ years of age and are unable to drive. Rides are mainly provided for medical services outside of Mason County such as the VA hospital, UW in Seattle on Centralia.

## **Volunteer Transportation Coordination**

continued

This program is made possible through a partnership between Mason Transit Authority, and the Lewis-Mason-Thurston Area Agency on Aging with funding provided by the Federal Older Americans Act, State Senior Citizens Service Act and donations from recipients.

Christina has discovered that there is no regional coordination for volunteer drivers and she would like to change that. She visualizes a mobility management call center that is accessed by the same 3 digit number for all counties. Christina hopes that Uber would be willing to donate their scheduling software for the call center. That way users and volunteer drivers just need a smart phone to access the program. She then asked the group if they had any ideas on a funding source for a regional call center.

Ed Coviello from Kitsap Transit suggested applying for 5310 dollars. This federal funding source is actually a discretionary capital assistance program. The program awards grants to private non-profit organizations to serve the transportation needs of elderly persons and persons with disabilities. Ed stated that when he lived in California that is how they funded inter-jurisdictional coordination. Ed also suggested that in his experience, he found that it is wise to start small with a new program.

Christina commented that this service gap is acknowledged in the Peninsula RTPO's Human Service Transportation Plan.

## **Public Comments & Announcements**

### Kitsap Transit's Smart Phone Scheduling

Ed Coviello commented that Kitsap Transit will be introducing a new technology-driven transit service to the McCormick Woods, Bremerton National Airport, the Olympic View Industrial Park and Sunnyslope areas of South Kitsap County beginning on November 9<sup>th</sup>. The service will use new technology that allows riders to use a mobile device to schedule a ride at the time they want to travel, instead of scheduling in advance as riders currently must do. This new service expects to service 500 riders each month. Rider will request a ride using the "TAP Ride" app, available for free from the iTunes Store for iPhones and from Google Play for Android devices. The driver receives the ride request aboard the bus and responds to let the passenger know when they will arrive.

### Next Meeting

The next TAC meeting is scheduled for Thursday, December 10, 2015.

## **Meeting Adjourned**

Rich James adjourned the meeting.