

Tribal Transportation Planning Organization
Swinomish Lodge
August 18, 2015
9:00 a.m. – 1:40 p.m.
Minutes

Introductions

Michael Cardwell, President TTPO, Quinault Nation called the meeting to order and asked everyone to introduce themselves. He then provided an invocation.

Michael asked for everyone to Review the Final Agenda provided by Megan Nicodemus, WSDOT.

Keri Shepherd, TTPO Secretary, Nooksack Tribe, clarified that Casey Stevens represented the Stillaguamish Tribe and that Tara Satushek represented the Swinomish Joni Soriano represented Sauk-Suiattle Tribe. No other tribes had multiple representatives at the meeting.

The Minutes of the June meeting were distributed to TTPO members via e-mail and additional copies were provided. Michael asked for corrections or additions and hearing none, Andrew Strobel, Puyallup Tribe moved for acceptance of the minutes, seconded by Keri Shepherd. The minutes were accepted unanimously.

Recognition Presentation

Michael Cardwell introduced Tara Satushek, Swinomish Transportation Planner. Tara provided an informative and detailed presentation on the Swinomish Tribe's recent "Swinomish to La Conner Safe Routes to School Project". Tara explained the issues the project was designed to overcome, provided site map examples showing the walking/biking path distance to La Conner Schools and pathway conditions that children had to negotiate. The paths lacked adequate sidewalks as well as other safety features. The project goals were in alignment with the Safe Routes to School (SRTS) program goals. The project led from the Swinomish Youth Center to La Conner School District that is not in the reservation. This required close coordination with the county sheriff as well as with the school district and city. The project was very multi-jurisdictional also including Skagit Valley Hospital Healthy Communities and coordination with the Office of the Superintendent of Public Instruction (OSPI). The project has produced educational posters, training for teachers and kids and sponsored a "Bike to School Day on May 6th, 2015. Next Steps include additional enforcement, education and encouragement and finalization of engineering. Casey Stevens asked about some of the features of the routes and the costs. Tara provided additional information including narrowing traffic lanes, improved lighting and special features on the bridge as well as ADA ramps providing a continuous, consistent path from the youth center to the schools. The costs for design and construction are around \$500,000. Once the improvements have been made, there will be additional law enforcement emphasis including ticketing to help establish better driving habits near the new pathway.

Safety

Richard Rolland, Rolland Associates was introduced as the stand in for Dr. Winchell, to provide a presentation on Eastern Washington University's "Tribal Traffic Safety Assessment Project". Mr. Rolland explained that he is the project manager for this project funded through the Washington Traffic Safety Commission (WTSC). In addition to himself and Dr. Winchell, Chair, Urban & Regional Planning Programs at EWU, project staff are Margo Hill, Spokane Tribe, Tribal Planning Faculty, Kerry Brooks, EWU GIS faculty and three Native American students from the planning program. Richard explained the goals of the project and the six tribes involved and went on to describe the Tribal Traffic Safety Model developed during the initial phases of the project that depicts Leadership and the Four E's of Education, Enforcement, Engineering and Emergency Medical Services encircling the issues of community and individual responsibility for traffic safety behaviors. The primary goal of the project is to engage the tribal community in first recognizing the issues surrounding fatal and serious crashes on their reservation through data driven analysis and representation. Then engaging in actions and proven counter measures supported by the State of Washington's strategic highway safety plan "Target Zero" to reduce and eliminate fatal and serious crashes on and near reservations and other tribal communities.

The six tribes involved in this study include Kalispel, Spokane, Colville, Yakama, Swinomish and Lummi. Initial presentations individualized to each Tribe have been very well received. Final reports to the tribes and to WTSC will be produced at the end of the project September 30, 2015. It is the hope of the project team that this initiative will carry through the coming fiscal year and the model and methodology can be utilized throughout the region. The project team will also be presenting this topic at the National Tribal Transportation Conference in September in Myrtle Beach, South Carolina.

A comment was made regarding the lack of road maintenance in Ferry County on roads leading into and on the Colville Tribes reservation. And the question was asked regarding this projects involvement in documenting that and helping to make a change. Mr. Rolland restated that this project was funded by the WTSC with funds that originate with the National Highway Traffic Safety Administration (NHTSA) and that they provide funds to support programs that address behavioral issues such as the TARGET ZERO priorities not road maintenance. However, the data and crash analysis information provided through this project could be used to support the need for a Road Safety Audit (RSA) of the roadways of concern. The Road Safety Audit could in turn provide the support needed by the tribe to highlight the problem identified and provide data driven support to make necessary changes in the way the road is maintained. That effort is beyond the scope of the Tribal Traffic Safety Demonstration Project. The tribe could however gain assistance from the NW Tribal Technical Assistance center at EWU to help arrange and conduct an RSA and provide other resources to address the issue.

Capacity & Training

Mr. Cardwell next introduced Nancy Huntley, WSDOT Local Programs Division to provide a STIP Refresher. Ms. Huntley introduced herself as the "Keeper of the STIP". The STIP or State Transportation Improvement Program is a 4 year statewide program of fiscally constrained projects. Any project funded with either FHWA or FTA funds must be on an approved STIP. The STIP is approved jointly by FHWA and FTA. There is a new STIP every year for WSDOT. The STIP is consistent with the Washington Transportation Plan as well as the metropolitan transportation plans and the rural transportation plans.

Projects are submitted by the MPOs, and RTPOs and the Tribal Transportation Improvement Program (TTIP) that identifies tribal projects is provided by the Federal Lands Highway – Tribal Transportation Program office in Vancouver, Washington. There was a discussion regarding the integration of the tribal projects from the TTIP with the STIP and MPO and RTPO planning efforts (see handout).

Projects are entered through the STIP data base <https://secureaccess.wa.gov>. Tribal Nations within an RTPO need to verify the RTPO's policy regarding project submittal. Tribes are welcome to submit all of their projects into the STIP database. There was also a question regarding expanding MPOs and newly included tribes. Nancy noted that the WSDOT websites do have maps and you can contact the Local Programs office and the Regional Local Programs engineers. Nancy also clarified that in the federal legislation MPOs receive a portion of the dollars and in state policy RTPOs receive funds from the Alternative Transportation Program and counties get Surface Transportation Program (STP) funds. Stephanie Tax, WSDOT, would know what the formula is and where it came from.

Tribal Transit

Michael next introduced Janice Helmann, Performance Analyst, Public Transportation Division, WSDOT to discuss Reporting Tribal Transit Data for the WSDOT Annual Report.

Janice started with an announcement that the Statewide Transportation Plan is out for final review with a comment period through November. The document has been sent to Megan Nicodemus who can provide it to anyone who has not received it. The primary subject Janice talked about was the annual report or Public Transportation Summary that WSDOT publishes to include operations information on all transit programs. She explained that there had been some changes in WSDOT staffing and she is now responsible for gathering information for the report. Janice wanted to talk about how TTPO and WSDOT can partner on the Summary. Tribal projects can be showcased and provide valuable information back to the legislature and the public. What would tribal transit providers want out of the report? And how would you like to be included in it?

Joni Soriano, Planner, Sauk-Suiattle Tribe, noted that they do not have an active transit program at this time. However they have applied for dollars to implement a program and would like to have their initiative recognized as well as the fact that there is currently no service in the area. Janice stated that that kind of information was probably not suited to the particular performance report she was working on, however she agreed to speak more with Joni later on to clarify what might be appropriate to include as well as other potential avenues for the Tribes need to be recognized.

Keri noted that tribes were included in 2012 but not in 2013. Janice agreed and noted that she is currently working on the 2014 report and would like get information in the next few weeks from Tribes that are interested in providing it. If that timeline does not work, than she would just like to continue the conversation in preparation for future reports.

Julia Whitford, Kalispel, TTPO Transit Committee, noted that this was an ongoing conversation and that a year ago TTPO and WSDOT agreed to a summary format and now you want something else in a couple

of weeks? What happened to what we had worked on? Janice apologized for the change in staff and promised to work very hard to include the information that the Tribes wanted.

Keri stated that WSDOT was going to pull the data from the National Transit Database (NTD), then send it out to tribes who can provide other information if they wanted to. Tom Hansen, WSDOT Wenatchee Office, stated that his team could work to get this data into the report. It was clarified that the tribes are talking about the federal NTD, not a state database that may have information based on a different calendar.

Dez Hayes, Transportation Planner, Muckleshoot stated that we need to have clear goals and objectives of what WSDOT wants to see in the report so we know what we are spending our time on. Nancy again stated that it is determined by what the tribes want out of this. What would they like to share?

Dez felt that the Transit committee needed to continue to meet on this issue.

Michael thanked Janice and noted that he is looking forward to more round tables to discuss these kind of issues so that we can better drill down into the issue. He thanked everyone for the discussion.

Report from Transit Subcommittee

Julia reported that the subcommittee met the previous day. She provided an update on the Tribal Transportation Map with all tribal transit providers that will be combined with other documents to showing in more detail what we are doing and where our needs are. Additional detail will be provided in appendixes. Tom is looking into someone to help out with maps as the past person was promoted and is no longer available. They will focus on the narrative part right now and hope to get out to all tribes even including those that can't make it to the meetings for input and review.

Michael, we have some gaps yes, but we have lots of providers that may or may not be getting funding from the state. Other providers, social service providers, school buses, elder buses, bingo buses. The challenge is to quantify all services. The challenge is to let people know that tribes are the big new player. Julia, higher ups often don't know about all those services. The area we are covering is much much bigger than you would expect. We need to present visuals so that we can demonstrate our services.

Julia went on to note that they are also putting together a Tribal Transit Guidebook as a resource for bus drivers that may be transporting out of their area. The guide would include gas stations, restaurants and etc. that can accommodate big buses, as an example.

Also, Kalispel had made a decision to close down, now reversed, but with funding uncertainty felt the need to setup a "shutdown guidebook." We now have maybe another two years of operation. Other tribes also may have that need. Megan Nicodemus noted that Karen Cuttingham, Yakama Nation Transit will cover this subject at WA Transit Conference and she will also cover what it takes to start back up again.

Julia brought up the discussion of the "Data Act" and Keri, explained that this act has changed how we all will report for all federal funds. There are very detailed requirements and we need a formal

presentation on this. The act will need to be fully implemented by 2020. This will impact all federal funding programs.

Julia also noted a meeting with the Health Care Authority (HCA) tribal liaison as a follow-up to the presentation at the last TTPO meeting. HCA had been meeting with health directors but transportation has been left out. There is a need to have everyone involved. They simply were not aware that some tribes were providing medical transportation. Keri introduced some agreement examples and explained that they were working to streamline and have only one contract model between the tribes and the HCA brokers. They were also working to iron out other issues with brokers where there are problems. TTPO also identified the need for HCA to develop training and provided guidance to tribes entering into new agreements with HCA for reimbursement. Keri felt that HCA was being receptive and she offered to share any of the draft agreements and examples she had.

Dez, asked to close with two motions that she wanted to make on behalf of the subcommittee. First, they want to send two representatives to the National Tribal Transportation Conference (NTTC) in Myrtle Beach, SC to present on MPO/RTPO Guidebook and second a motion about the PSRC Special Needs Transportation committee. Coey Gilleland, Transit Manager, Stillaguamish Tribe who is currently on the committee explained that at the last PSRC meeting it was noted that there was an opening for a Tribal Representative. Coey noted that PSRC is the MPO for the Puget Sound area and that they are very involved in Human Needs Transportation planning for the area including recommending project funding to WSDOT. It was suggested that the names of Dez Hayes, Muckleshoot and Andrew Strobel, Puallup, be forwarded to PSRC for inclusion on the committee. Muckleshoot and Puallup are tribes in the PSRC region and both are very active in planning. This will give tribes a much stronger voice in the region.

Mary Pat Lawlor, PSRC, talked about the Human Services Transportation Plan being updated and how very important it is to have tribal representatives. She also noted that they also have Muckleshoot and Suquamish tribe's seats vacant. Dez asked for communication on this so that she can take it to Council.

Michael asked for consideration of the travel request and asked if money was available. Many estimates of the cost were tossed around. The alternative of going to the RTAP meeting in Denver was also proposed. An estimate of \$3,000 was suggested. It was decided to collect additional information and bring this item back up after lunch.

Michael also brought up the motion by Dez, for a letter of support to accept Dez and Andrew as representatives to PSRC Special Needs Transportation committee. Seconded by Matt Jensen, Lummi. Passed.

Tom, noted that there is money to give away in the form of WSDOT scholarships to go to the Denver Conference. Let him know and they will pick four at the \$1,000 level. This is for the Rural Transportation Assistance Program (RTAP) conference.

Break for Lunch.

Interagency Presentations

Megan Nicodemus was invited up to report on the 2016 Tribal/State Transportation Conference. Planning for Tribal/State Planning Conf. 2016 was sent out to the old planning group. New members are needed and volunteers should simply contact Megan to be placed on the e-mail list. Megan noted that we need a theme and that the conference will be at Suquamish – Ft. Madison the 3rd week in September 2016. It was noted that the dates are the earliest available at the facility. It was decided to hold the conference in September to make it easier for federal employees to participate. Jim Brophy, FLH, noted that the sooner you can get invitations out for presenters the better so that they can better plan and commit the necessary resources.

TTPO Business

Michael invited Annette Nesse, Treasurer, Jamestown S’Klallam to give the financial report. Annette reported a current balance of \$33, 804.90. Various payments and reimbursements were reported. She noted that we have 20 tribes to date have paid! And invoices to consultants and received \$1,000 plus extra from Red Plains with \$5,300 in dues total collected.

Michael brought up the request for financial support to have two people attend NTTC to present on MPO/RTPO Best Practices Guide. Keri estimated \$1,700 per person. Keri noted that there was some discussion over lunch that developers of the document should actually be presenting on it and that maybe it would be better to present next year when we had some experience with implementation. Clarification of the NTTC conference and the RTAP was made. Annette asked to see a more formal proposal presented. Keri noted that this was a proposal from a group not from the Transit Committee. After discussion Michael asked for a formal proposal. Keri noted that if that was to occur it would have to happen very quickly and would have to be approved electronically. Joni, proposed to put travel money in the budget for TTPO participation in the National Conference. Michael agreed that we need to put it in the budget along with other items that TTPO wishes to spend money on.

Next Michael brought up the vacant TTPO Board position created by the retirement of Jim Longley. Keri stated that she thought that this was to take place at the next annual meeting in January, but that if not she was asked to nominate Michele Thompson, Makah by Andrew Strobel, both are absent. Michael, the issue is how many board of directors do we need? The current bylaws require filling the position. After no further discussion it was determined that the position would be filled at the January meeting, along with further discussion then on the size of the board.

Michael also talked about having more formal and in depth roundtables on issues. This is an opportunity to request agency participation on certain issues – to get other information, Rights of Way information, formal grant writing, new accounting rules, transit and so forth.

Announcements/Good of the Order

Traffic Safety Conference October 13 – 15, Doubletree, SEATAC.

Public Transit Conference in Vancouver – AUG 23 – 26, Yakama, and Kalispel, and EWU will be presenting on Tribal Transit topics.

Public Transportation Plan out for review (see last minutes)

The next Transit Committee is tentatively scheduled prior to the Infrastructure Assistance Coordinating Committee (IACC) Conference in Wenatchee on October 20th - 22nd.

TTPO full day quarterly meeting in Wenatchee on October 19th before IACC.

January is next annual TTPO meeting when elections occur.

1:35 p.m.

Adjourned

ACTION ITEMS

1. Training on Data Act Dez? Keri? (Grantvantage ladies)
2. Letter of recommendation that Dez Hayes and Andrew Strobel be seated on the PSRC Special Transportation Needs committee. Michael?