

AGENDA

Transportation Policy Board
Wednesday October 14, 2020
7:00 - 8:30 a.m.

In order to comply with the Governor’s guidance to “Stay Home and Stay Healthy” and in keeping with the Proclamation by the Governor Amending Proclamation 20-05 Open Public Meetings Act and Public Records Act issued on March 24th, 2020, participation in the Policy Board meeting will be through **remote access only**.

Watch the meeting live on Facebook:

<https://www.facebook.com/trpc.org>

To provide public comment, register in advance for this meeting:

https://us02web.zoom.us/webinar/register/WN_TAeJOQvWRc-SWbF1JWroZA

After registering, you will receive a confirmation email containing information about joining the meeting.

Note: Policy Board members will be registered as panelists and will receive a separate link to join the meeting.

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|-----|----------------|--|-------------------|
| 1. | 7:00 am | Introductions – Andy Ryder, Chair | |
| 2. | | Executive Director’s Report & Announcements – Marc Daily, TRPC | |
| 3. | | Approval of Agenda – Andy Ryder, Chair | ACTION |
| 4. | | Approval of Meeting Notes from September 9, 2020 (Attachment) – Andy Ryder, Chair | ACTION |
| 5. | | Public Comment Period
Public comment for this meeting will be accepted in written and oral format. <ul style="list-style-type: none">• The deadline for submitting written public comments or registering for oral public comment at the meeting is noon (12:00 p.m. Pacific Daylight Time) the day preceding the meeting, October 13, 2020.• For written public comment, please provide: 1) your name and address and 2) your comments. Send them to info@trpc.org. Written comments received by the deadline will be provided to the Policy Board members prior to the meeting. To register for oral public comment, please use this link:
https://us02web.zoom.us/webinar/register/WN_TAeJOQvWRc-SWbF1JWroZA
1) check the box indicating you wish to provide public comment; and 2) list a general topic. The Chair may limit oral public comment to three minutes or less, depending on the meeting agenda and number of people wishing to comment. | |
| 6. | 15 min | Updated Diversity Statement (Attachment) - Veena Tabbutt, TRPC
<i>Review the Council's updated Diversity Statement and summarize recent activities relating to implementing the Statement.</i> | |
| 7. | 25 min | Climate Mitigation Plan (Attachment) - Allison Osterberg, TRPC
<i>Staff will review the draft Plan and discuss opportunities for comment.</i> | DISCUSSION |
| 8. | 25 min | 2021 State Legislative Session (Attachment) - Karen Parkhurst
<i>Policymakers will continue discussions and tighten the list of priority issues for the 2021 Legislative Session.</i> | DISCUSSION |
| 9. | | Outside Committee Report – Doug DeForest, Policy Board Member
<i>At the discretion of the Chair, this may be covered in the After- Meeting Summary.</i> | BRIEFING |
| 10. | 8:30 am | Adjourn | |

Next Meeting – November 18, 2020

The meeting will be the 3rd Wednesday of the month due to the holiday.
We will provide remote participation information prior to meeting.

Public Comment:

The following is not acceptable as either written or oral public comment and is considered disruptive behavior.

- Promoting or advertising commercial services, entities or products.
- Supporting or opposing political candidates or ballot propositions.
- Distributing obscene content.
- Engaging in illegal activity or encouragement of illegal activity.
- Promoting, fostering or perpetuating discrimination on the basis of creed, color, age, religion, gender, gender identification, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation information that may tend to compromise the safety or security of the public or public systems.
- Threatening or intimidating language, including cyber bullying.
- Otherwise engaging in disruptive behavior.

Members of the public engaging in disruptive behavior may have their emails blocked (for written comments) or be removed from the meeting (for oral comments).

Thurston Regional Planning Council ensures full compliance with Title VI of the Civil Rights Act of 1964 by prohibiting discrimination against any person based on race, color, national origin, or sex in the provision of benefits and services resulting from its federally assisted programs and activities. For questions regarding TRPC's Title VI Program, you may contact the Title VI Coordinator at 360.956.7575 or email info@trpc.org.

If you need special accommodations to participate in this meeting, please call us at 360.956.7575 by 10:00 a.m. three days prior to the meeting. Ask for the ADA Coordinator.

For TDD users, please use the state's toll-free relay service, 711 and ask the operator to dial 360.956.7575.

MINUTES OF MEETING

TRANSPORTATION POLICY BOARD

Wednesday, September 9, 2020

Remote Access Only

Call to Order

Chair Andy Ryder called the meeting to order at 7:02 am.

Attendance

Members Present:

City of Lacey	Andy Ryder, Chair
City of Olympia	Dani Madrone, Council member
City of Rainier	George Johnson, Council member
City of Tumwater	Pete Kmet, Mayor
Intercity Transit	Clark Gilman, Board member
North Thurston Public Schools	Graeme Sackrison, Board member*
Port of Olympia	EJ Zita, Commissioner
State Government	Kevin Dragon, DES Staff
Thurston County	Gary Edwards, Commission member
WSDOT	John Wynands, Staff
Community Rep	Graeme Sackrison, Vice Chair
Community Rep	Kevin Pestinger
Business Rep	Renee Radcliff Sinclair
Emeritus Business Rep	Doug DeForest

*Graeme Sackrison represented the North Thurston Public Schools as well as a Community Rep.

Members Absent:

City of Tenino	John O'Callahan, Council member
Nisqually Indian Tribe	Heidi Thomas, Staff
Confederated Tribes of the Chehalis Reservation	Amy Loudermilk, Staff
City of Yelm	Tracey Wood, Council member

Staff Present:

Marc Daily, Executive Director
Karen Parkhurst, Planning & Policy Director
Veena Tabbutt, Deputy Director
Burlina Lucas, Administrative Assistant
Paul Brewster, Senior Planner
Theresa Julius, Transportation Modeler

Others Present:

Mary Heather Ames, City of Tumwater
Martin Hoppe, City of Lacey
Andrew Beagle, City of Olympia Public Works
Eric Phillips, Intercity Transit
Rob LaFontaine, Intercity Transit
Joseph Perez, WSDOT
Jason Hanner, Intercity Transit
Jessica Gould, Intercity Transit
Matt Unzelman, Thurston County

Agenda Item 1
INFORMATION

Introductions/Announcements/Updates

No self-introductions.

Agenda Item 2
INFORMATION

Executive Director Marc Daily provided an update on Thurston Regional Planning Council's (TRPC) office relocation.

Agenda Item 3
ACTION

Approval of Agenda

Board member Sackrison moved, seconded by Board member Kmet, to approve the agenda. Motion carried unanimously.

Agenda Item 4
ACTION

Approval of Meeting Notes from July 8, 2020

Board member DeForest moved, seconded by Board member Kmet, to approve the meeting notes from July 8, 2020. Motion carried unanimously.

Agenda Item 5

Public Comment

There were no public comments.

Agenda Item 6
ACTION

2021-2024 Draft Regional Transportation Improvement Program (RTIP)

Transportation Modeler, Theresa Julius, provided an overview of the draft 2021-2024 Regional Transportation Improvement Program (RTIP). The RTIP is a 4-year programming document derived from local six-year Transportation Improvement Programs (TIP). It identifies projects to be included in the State's Transportation Improvement Program (STIP). Staff is requesting the Board make a recommendation to the Council for their consideration of adoption of the RTIP at their October 2, 2020 meeting.

Board member Kmet moved, seconded by Chair Ryder, to recommend the Council adopt the 2021-2024 Regional Transportation Improvement Program. Motion carried unanimously.

Agenda Item 7
ACTION

2020 Rural Community Support Program Call for Projects Process Review and Approval

Senior Planner Paul Brewster reviewed the 2020 Rural Community Support Program Call for Projects process, eligibility requirements, and timeline.

In the fall, TRPC will convene a Call for Projects for the South County Communities and Tribes. A total of \$550,000 will be awarded to eligible transportation grant proposals for calendar years 2022 through 2025. Staff requests the Board make a process recommendation for Council to adopt at their October 2, 2020 meeting which includes a match requirement, funding priorities, and project eligibility.

The Board recommends to Council they adopt a zero or optional match requirement this round, but to revisit the match requirement during the next Rural Community Program Call for Projects, and to approve the funding priorities, and project eligibility, as presented.

Board member Zita moved, seconded by Board member Edwards, to recommend Council adopt a zero or optional match requirement for this Rural Community Call for Projects, and to revisit the match requirement during the next Rural Community Program Call for Projects; and to approve the funding priorities, and project eligibility, as presented. Motion carried unanimously.

Agenda Item 8
ACTION

Transit Safety Performance Measures

Deputy Director Veena Tabbutt provided an overview of federal safety performance measure targets that Intercity Transit developed as part of their Public Transportation Agency Safety Plan (PTASP).

As a Metropolitan Planning Organization (MPO), Thurston Regional Planning Council (TRPC) is federally required to adopt transit safety performance targets. Since Intercity Transit is the only public agency transit provider in Thurston County, staff proposes the

Board recommends Council adoption of Intercity Transit's safety performance measure targets at their October 2, 2020, meeting.

Board member DeForest moved, seconded by Board member Zita, to recommend the Council adopt the Transit Safety Performance Measures as proposed. Motion carried unanimously.

Agenda Item 9
DISCUSSION

2021 State Legislative Session

Planning & Policy Director Karen Parkhurst led a discussion on the upcoming Legislative Session and asked the Board to provide input on priority items.

Agenda Item 10
BRIEFING

Outside Committee Report

Board member DeForest provided an update on the last Puget Sound Regional Council Transportation Policy Board meeting.

Adjournment

There being no further business, Chair Ryder adjourned the meeting at 8:40 a.m.

Andy Ryder, Chair

*Minutes prepared by Burlina Lucas, Administrative Assistant, Thurston Regional Planning Council
These minutes are not verbatim. A recording of this meeting is available upon request.*



MEMBERS:

- City of Lacey
- City of Olympia
- City of Rainier
- City of Tenino
- City of Tumwater
- City of Yelm
- Confederated Tribes of the Chehalis Reservation
- Nisqually Indian Tribe
- Town of Bucoda
- Thurston County
- North Thurston Public Schools
- Olympia School District
- Tumwater School District
- Intercity Transit
- LOTT Clean Water Alliance
- Port of Olympia
- PUD No. 1 of Thurston County

MEMORANDUM

TO: Transportation Policy Board

FROM: Veena Tabbutt, Deputy Director

DATE: October 7, 2020

SUBJECT: Updated Diversity Statement

PURPOSE

Review updated Diversity Statement and summarize recent activities relating to implementing the Statement.

Summary:

- Council's Diversity Statement was first adopted in 2005.
- Council updated the Statement in October 2020.
- A summary of recent activities relating to implementing the Statement are included in the staff report.

ASSOCIATE MEMBERS:

- Lacey Fire District #3
- Puget Sound Regional Council
- The Evergreen State College
- Thurston Conservation District
- Thurston Economic Development Council
- Timberland Regional Library

REQUESTED ACTION

Information only.

vt:bl

Attachment



Marc Daily
Executive Director

2424 Heritage Court SW
Suite A
Olympia, WA 98502-6031
360-956-7575
360-956-7815 Fax

ADDITIONAL INFORMATION

Council's Diversity Statement was first adopted in 2005. The Statement has been refreshed (Attachment A).

A summary of recent activities related to implementing the Statement follow:

TRPC Diversity Actions

Objective: To promote awareness and understanding of diversity and its value to the agency, members, and staff.

Action Identified in Diversity Statement	2019/2020 Action
Disseminate this statement to all member representatives and staff to ensure an agency-wide understanding of TRPC's commitment to diversity.	<ul style="list-style-type: none"> • Diversity statement is part the Agency's staff onboarding process. • Diversity statement was updated in 2020. • Diversity statement will be added to Council and Transportation Policy Board orientation packages.
In all agency operations and activities, look for ways that diversity can serve the goals of the Council.	<ul style="list-style-type: none"> • Updated agency Title VI Plan and conducted all-staff training. • Updated our Coordinated Public Transit Human Services Plan. • Developed a scope of work to integrate equity into transportation decision-making.
Foster awareness and sensitivity about diversity and its value through education and training opportunities and information dissemination.	<ul style="list-style-type: none"> • 2019 TPB retreat focused on integrating equity into transportation project funding decisions.
Encourage and promote cultural competency, emphasizing the idea of effectively operating in different cultural contexts.	<ul style="list-style-type: none"> • Conducted implicit bias awareness training prior to each agency job recruitment. • Engaged in a discussion of diversity at staff retreat.
<p>Institute a cultural self-assessment process to monitor implementation of this statement. The process will include, but not be limited to the following initiatives:</p> <p>In the agency's annual review of policies and procedures, evaluate the effectiveness of implementation of this diversity statement.</p> <p>Identify any new opportunities that support and/or enhance TRPC's diversity initiative.</p> <p>Monitor documents/resources/products developed by TRPC to ensure that they are accessible and reflect the diversity of the region in a useful and meaningful manner.</p>	<ul style="list-style-type: none"> • Developed document formatting guidelines to increase accessibility. • Reviewed website for accessibility.

Objective: To promote awareness and understanding of diversity and its value to the region.

Action Identified in Diversity Statement	2019/2020 Action
TRPC will use multiple means of distributing information, including posting on the agency website.	<ul style="list-style-type: none"> • Diversity statement is posted on Agency website. • The Agency uses other means of distributing information, such as emails, videos, social media, and surveys. • Council and TPB meetings are recorded and available on Facebook (both live and recorded).
Disseminate the diversity statement and as requested, make it available in multiple languages and formats.	<ul style="list-style-type: none"> • The Agency makes written translations available on request and provides instructions in multiple languages on surveys. • The Agency has translators available through a phone service.
Maintain a current profile of the region's demographic diversity.	<ul style="list-style-type: none"> • Data are available in the online Profile
Continue to find new and effective ways to encourage our increasingly diverse community to engage in public process and planning efforts.	<ul style="list-style-type: none"> • Agency staff continuously strive for ways to outreach to our diverse community. • Staff conduct targeted outreach to members of the public who do not traditionally participate in planning. • Staff work through trusted partners to communicate to the diverse community.
Participate, when appropriate, in community organizations, networks, and events that promote the value of diversity.	<ul style="list-style-type: none"> • Staff engage with community organizations as appropriate.
Act as an example in the region and community for inclusiveness, tolerance and full participation.	<ul style="list-style-type: none"> • Staff support member organization staff by providing data and outreach support.

Thurston Regional Planning Council

DIVERSITY STATEMENT

October 2020

Thurston Regional Planning Council (TRPC) is a public agency governed by a council comprised of elected and appointed officials from jurisdictions and organizations in the Thurston region. The agency – as well as the council – are both often referred to as “TRPC.” To distinguish between the two, this document uses the term “Agency” when referring to the organization, and the term “Council” when referring to the elected and appointed members of TRPC.

The Council is committed to creating an environment that values and respects individual differences. For the purpose of this statement, the Council broadly defines diversity to include differences based on age, income, race, ethnicity, gender identity, sexual orientation, and ability. The Council also recognizes that individual perspectives, situations, and abilities such as communication style, parental status, military service, educational background, job classification, life experience, physical capabilities, and other variables influence and enrich every agency project and program. The Council oversees an Agency commitment to cultural competency: the integration and transformation of knowledge about individuals and groups of people into specific standards, policies, practices, and attitudes used in appropriate cultural settings to enhance the quality and equity of services.

PURPOSE

The Council formally recognizes the value of diversity as it relates to the work of Council members, Transportation Policy Board, other committees, and staff. The Council believes that considering and valuing diverse perspectives enhances the effectiveness of the Agency by improving communication, problem solving, and decision-making.

The purpose of this statement is to maximize the Council's ability to respond to the needs of an increasingly diverse region.

This statement is meant to complement, not replace, Agency policies that reflect State and Federal laws regarding wage and hours, civil rights, health and safety, and unemployment/workers compensation, and programmatic guidelines such as those relating to Environmental Justice and the Americans With Disabilities Act.

OBJECTIVES AND ACTIONS

The Council promotes an atmosphere that recognizes and respects diversity both in the agency and in the region. The Agency commits to the following objectives and action items:

Objective: To promote awareness and understanding of diversity and its value to the agency, members, and staff.

Actions:

- Disseminate this statement to all member representatives and staff to ensure an agency-wide understanding of the Council's commitment to diversity.
- In all Agency operations and activities, look for ways that diversity can serve the goals of the Council.
- Foster awareness and sensitivity about diversity and its value through education and training opportunities and information dissemination.
- Encourage and promote cultural competency, emphasizing the idea of effectively operating in different cultural contexts.

- Institute a cultural self-assessment process to monitor implementation of this statement. The process will include, but not be limited to the following initiatives:
 - In the Agency’s annual review of policies and procedures, evaluate the effectiveness of implementation of this diversity statement. Identify any new opportunities that support and/or enhance the Agency’s diversity initiative.
 - Include diversity in program and project review to monitor integration into day- to-day operations of the Agency.
 - Monitor documents/resources/products developed by the Agency to ensure that they are accessible and reflect the diversity of the region in a useful and meaningful manner.

Objective: To promote awareness and understanding of diversity and its value to the region.

Actions:

- Use multiple means of distributing information, including posting on the agency website.
- Disseminate the diversity statement and as requested, make it available in multiple languages and formats.
- Maintain a current profile of the region’s demographic diversity.
- Continue to find new and effective ways to encourage our increasingly diverse community to engage in public process and planning efforts.
- Ensure that project schedules, meeting dates and times, and other input opportunities foster diverse participation.
- Participate, when appropriate, in community organizations, networks, and events that promote the value of diversity.
- Act as an example in the region and community for inclusiveness and full participation.



MEMBERS:

- City of Lacey
- City of Olympia
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ASSOCIATE MEMBERS:

- Lacey Fire District #3
- Puget Sound Regional Council
- The Evergreen State College
- Thurston Conservation District
- Thurston Economic Development Council
- Timberland Regional Library



MEMORANDUM

TO: Transportation Policy Board

FROM: Allison Osterberg, Senior Planner

DATE: October 7, 2020

SUBJECT: Thurston Climate Mitigation Plan

PURPOSE

Staff will provide an overview of the Thurston Climate Mitigation Plan, which is out for public review.

Summary:

- The [Thurston Climate Mitigation Plan](#) is a collaborative framework for reducing local contributions to climate change.
- The governments of Thurston County, Lacey, Olympia, and Tumwater partnered with Thurston Regional Planning Council (TRPC) to develop the plan.
- Transportation is one of the largest sources of local greenhouse gas emissions.
- The majority of transportation emissions come from fuels used for passenger vehicle trips. Heavy-duty and light truck traffic also contribute to our total emissions.
- Transportation-related strategies in the plan include increasing: urban density to reduce the need and length of vehicle trips, efficiency of the transportation network, the adoption of electric vehicles, use of public transit, teleworking, and active forms of travel (bicycling, walking).
- The plan identifies areas for ongoing regional collaboration, as well as actions for individual jurisdictions and community partners.
- A wide range of methods were used to engage stakeholders and the public in developing the plan, including a community survey and presence at community events in the summer of 2019, an advisory committee of diverse stakeholders, focus groups for subject matter experts, one-on-one interviews with key community contacts, presentations to community groups, as well as regular email updates and social and traditional media alerts.
- An [Online Open House](#) with information about the plan is open through Thursday, October 15. There is a survey as part of the open house to collect public feedback.
- TRPC is hosting two virtual community meetings on **Monday, October 5th, 4–5pm** and **Wednesday, October 14th, 5:30–7pm**.
- Once the draft plan is updated following public comment, it will be brought to each of the four partner jurisdictions for their review and approval. The cities and county will develop and approve their own specific implementation plans.

REQUESTED ACTION

This is an informational briefing. No action is required.

ahw:bl

Marc Daily
Executive Director

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MEMORANDUM
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BACKGROUND

The draft Thurston Climate Mitigation Plan and background information on the planning process can be found at www.trpc.org/climate.

The Online Open House can be viewed at www.ThurstonClimatePlan.com.



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MEMORANDUM

TO: Transportation Policy Board

FROM: Karen M. Parkhurst, Planning & Policy Director

DATE: October 7, 2020

SUBJECT: 2021 State Legislative Session

PURPOSE

Continue discussion of issues for the 2021 State Legislative Session; identify a shorter list of the highest priorities; and clearly define the state financial or policy remedy needed for that short list.

Summary:

- Each year, the Regional Council prioritizes important regional issues to bring to our 2nd, 20th, 22nd, and 35th district State Legislative delegation and other members of the Legislature (such as Transportation leadership). Legislators appreciate TRPC's strategy of identifying regional priorities, resulting in a short and focused list. However, staff also tracks a wider variety of legislation that may impact the region and may mention other projects of interest when communicating with Legislators.
- The Council generally adopts their legislative priorities package by November to allow time for outreach efforts.
- At their regular September meetings, both the Board and the Council discussed a range of issues. Post meetings, several members contacted staff with additional issues. Staff followed up with members of both the Policy Board and the Regional Council to ask for further refinement of the list.

REQUESTED ACTION

Develop a short list of high priority issues, with clearly defined requests for legislative assistance.

kp:bm



Marc Daily
Executive Director

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