

INTERAGENCY COMMITTEE ON TRANSIT COORDINATION

March 16, 2006
2 to 4 p.m.
Aeronautics Training Room
222 East Plato Boulevard

Meeting Notes

Meeting Attendees

Randy Halvorson, Committee Chair, Department of Transportation
Gerri Sutton, Metropolitan Council
Lynda Boudreau, MN Department of Health
Tom Lencowski, MN Department of Education
Joan Willshire, MN State Council on Disabilities
Bob Fischer, MN Department of Education
Donna Allan, Director, Office of Transit
Judy Ellison, Office of Transit
Noel Shughart, Office of Transit
Diane Contreras, Office of Transit
Charlie Petersen, Department of Administration

Welcome, Introductions

The meeting opened at 2:20 p.m. with a welcome and introductions.

Committee Strategic Planning

The committee previously identified ten objectives to accomplish its mission. The next step is to prioritize the objectives and develop a strategic plan by identifying the items/tasks to begin with.

Noel introduced Charlie Petersen from the Department of Administration. Charlie is a Management Analysis Consultant for the Department of Administration and he will be working with the Committee to develop our strategic plan.

Charlie began with a short, open discussion about the process to prioritize the ten mission objectives and strategies developed by the committee.

The first thing he asked was what meeting attendees envisioned when they heard the terms “access to coordinated transit”, “enhanced coordination”,

and “access to transit”. Responses included: a simplified system, critical transit needs are being met, make persons aware of the services available, transit needs to keep up with technology - people have different needs than in the past, service is available 24/7/365.

Next Charlie asked meeting attendees what they felt could realistically be achieved? Responses included: take advantage of the technologies we have today, service is customer driven not provider driven, make the system more flexible, maximize the use of funding resources.

The last question was what do attendees see as a challenge/barrier? Responses included legal barriers, asset sharing, grant money allocation, funding or lack of funding, turfism, silo effect.

To help the group identify their top three items from the Committee’s November 2005 Mission Objectives and Strategies list, Charlie asked them to reflect on the following questions:

1. Where do we start, what is the starting point we need to look at?
2. Image what you want to accomplish and which one of these items will help you achieve it?
3. Which one would be an easy success?
4. Which one is doable?
5. Which one of these can you build off of?

With these questions in mind, the top two items selected were;

B--identify transportation-related programs and services of each agency and opportunities to coordinate service delivery.

E--exploring new institutional structures and incentives that improve coordination.

The following three items tied:

C--recommending methods for effective and appropriate communication at the local level for informing the public of available programs and services.

D--developing interagency projects to model new and improved coordinated service delivery.

G--identify opportunities for interagency cooperative agreements to foster cooperation/coordination tied with 2 votes each.

Charlie will take the information he learned today and put together a report for the Committee’s next meeting.

Noel reported that FTA recently issued guidance that will be useful in helping the Committee accomplish its goals. Additional guidance is provided in FTA's Framework for Action booklet.

Randy asked Donna and her staff to put together a draft list of tasks to accomplish items B and E in a template format for our next meeting. Committee members will be asked to review the draft tasks and choose which ones they would like to work on.

Mn/DOT/Met Council Action Plan Open Houses and Coordination Forum

Due to time constraints, this item was deferred to next month's meeting.

Agency Updates

Due to time constraints, it was agreed to remove this item from the agenda.

Next Meeting:

April 13, 2006, Conference Room 461, Mn/DOT Building from 2 to 4 p.m.