

INTERAGENCY COMMITTEE ON TRANSIT COORDINATION

June 15, 2006

2 to 4 p.m.

Hiway Credit Union Administration Building

Meeting Notes

Members Present

Randy Halvorson, Committee Chair, Mn/DOT

Gerri Sutton, Metropolitan Council

Lynda Boudreau, MN Department of Health

Joan Willshire, MN State Council on Disabilities

Toni Baker, MN Board on Aging

Members Absent

Brian Osberg, MN Department of Human Services

Robert Johns, University of Minnesota

Tom Lencowski, MN Department of Education

Bob Isaacson, MN Department of Employment and Economic
Development

Others

Bob Fischer, MN Department of Education

John Kowalczyk, MN Department of Human Services

Ernie Venegas, MN Department of Employment and Economic
Development

Dave Christianson, Metro Transit

Charlie Petersen, Department of Administration

Donna Allan, Director, Office of Transit

Judy Ellison, Office of Transit

Noel Shughart, Office of Transit

Diane Contreras, Office of Transit

Welcome, Introductions

Randy welcomed the group and asked that they introduce themselves and the organization they represent.

Coordination Definition

Noel reviewed the draft “definition of coordination” that was developed to reflect the goals/recommendations of the working group. The definition read:

A process through which representatives of different agencies and client groups work together to achieve any one or all of the following goals: more-effective service delivery; increased capacity to serve unmet needs; improved quality of service; and, services which are more easily understood and accessed by riders.

After discussion by the group, the “definition of coordination” was changed to read:

A process through which representatives of different agencies and client groups work together to achieve the following goals: increased capacity to service unmet needs; improved quality of service; services which are more easily understood and accessed by riders; and, more cost-effective service delivery.

With this change the group adopted the “definition of coordination” as amended.

Mn/DOT & Planning Agencies Local Developed Plans; Planning Process--Inventory

Noel reviewed the Coordinated Public Transit-Human Services Transportation Plan process that will take place at the local level. He noted that grantees who wish to receive funding under SAFETEA-LU programs, must meet certain requirements in order to receive funding for FY 2007 and beyond. Plans need to identify projects/strategies for coordination at the local level. It is also required that plans address five key elements; an assessment of transportation needs, inventory of available services, strategies to address the identified gaps in service, identification of coordination actions to eliminate or reduce duplication in services, and prioritization of implementation strategies. These plans are expected to be done by the end of the year.

Noel reported that the Office of Transit has signed a Memorandum Of Understanding with the RDCs around the state to develop a Coordinated Public Transit-Human Service Plan in each region.

Noel also reported that he is working on a survey that will be sent (by the RDCs) to local providers in the area requesting an inventory of available services and program need requirements that they may have. The survey will also ask what can be accomplished regionally through coordination.

ICTC Working Group Report; Findings – Recommendations

Charlie Peterson, from the Department of Administration, reported that the working group met in May to start work on the first task identified by the committee “identify transportation-related programs and services of each agency and opportunities to coordinate service delivery.” At this meeting the working group decided to survey each agency represented on the ICTC committee. The survey (phase 1) focused on funding streams and contact information. Charlie distributed copies of the surveys from the agencies (DEED, Mn/DOT, Metropolitan Council and DHS) that had responded.

Phase 2 of the survey will ask more detailed information such as population served, services being provided, unmet needs, etc. The working group hopes to have this database and information about the Committee available on a coordination website.

Committee Strategic Planning—Objective #2 Workplan

A second task identified by the Committee is to “explore new institutional structures and incentives that improve coordination”. Using the United We Ride—Framework for Action document as a resource, the working group proposed to develop a survey that will be sent to internal/external agencies asking questions relating to changes to policies/procedures and possible incentives to coordinate. Preliminary data should be available at the August 17 ICTC meeting.

Member Agency Reports on Transportation

Dave Christianson reported on his responsibilities at Metro Transit. He serves as the Human Service Transportation Coordinator and has been working with Hennepin County Human Resources and other stakeholders to improve coordination within the county.

Joan Willshire reported that she is involved in the Senior LinkAge Line program. The program is a free telephone information and assistance service which makes it easy for older adults and their families to find community services in the areas of transportation, housing, home care, legal and financial assistance and much more. Joan also reported that the Council on Disabilities Awards Luncheon will be held on October 19, 2006, from 11:30 a.m. to 1:30 p.m. at the Roseville Radisson Hotel. She will send an invitation to all committee members.

Bob Fischer reported that his department's transportation efforts are focused on getting kids to school activities. He noted that buses could be used during non-use time for coordination activities. He reported that there is legislation in place that would allow citizens to use school buses, if space is available, during time periods when kids use them.

Gerri Sutton reported that the Metropolitan Council is in the early stages of exploring the option of allowing small transportation providers to use their Trapeze scheduling and dispatching system.

John Kowalczyk reported that in February the Department of Human Services is preparing a RFP to bid out their MNET program to a broker.

Noel Shughart reported on the Demonstration of Enhanced Human Service Transportation Models program sponsored by FTA. The intent of the program is to establish local demonstration projects across the country that will ultimately address three major objectives: establish a comprehensive set of transportation services to meet the full range of transportation needs for all individuals by coordinating resources; create a single point of access for consumers to obtain transportation services; and use intelligent transportation systems to enhance service delivery and accessibility.

Noel gave a report on two coordination meetings he recently attended.

Donna Allan gave an update on the Mn/DOT/Metropolitan Council Transportation Coordination Study. She noted that she would like to present the final results of the study to the group at a future meeting.

Proposed Future Meeting Dates

Donna noted that with the handouts provided for today's meeting is a sheet listing proposed dates for future committee meetings. She asked that committee members review their calendars and contact the Office of Transit with dates they would be unavailable to attend. If need be, these dates could be changed.

Adjourn

Randy thanked committee members for their participation in the meeting.