

INTERAGENCY COMMITTEE ON TRANSIT COORDINATION

October 24, 2006

2 to 4 p.m.

Hiway Federal Credit Union Administration Building

Meeting Notes

Members Present

Meeting Leader – Lynda Boudreau, MN Department of Health

Gerri Sutton, Metropolitan Council

Brian Osberg, MN Department of Human Services

Joan Willshire, MN State Council on Disabilities

Bob Johns, University of Minnesota

Members Absent

Randy Halvorson, Mn/DOT

Bonnie Elsey, MN DEED

Bob W. Fischer, MN Department of Education

Others Present

John Kowalczyk, MN Department of Human Services

Hal Freshley, MN Board on Aging

Noel Shughart, Office of Transit

Donna Allan, Office of Transit

Judy Ellison, Office of Transit

Diane Contreras, Office of Transit

Welcome, Introductions

Lynda Boudreau called the meeting to order.

Report to the Governor

Donna Allan noted that the Governor's 2005 letter invited agency heads to work together to ensure that Minnesota transit services are efficient and accessible. The committee would complete this charge by surveying existing transportation alternatives, best practices and coordination strategies that have worked in Minnesota and other states, and developing a series of recommendations for improving the levels of transportation coordination.

This letter also directed that a "Report to the Governor" be submitted each year on November 1. This report would provide an overview of the

committee's activities for the current year and proposed activities for the coming year.

In keeping with this direction, Noel Shughart prepared a draft report for committee members to review and discuss. The draft report describes the fundamental importance of transportation and that it is a lifeline for persons to access work, school, medical care, and other daily needs. It also lists committee membership and activities the committee has engaged in over the past year. To finalize this report, Lynda asked meeting members for recommendations and suggestions for future activities that could be listed in the report. Suggestions included:

- ⌘ Continue to monitor on-going coordination efforts.
- ⌘ Identify incentives to advance coordination activities.
- ⌘ Continue to review coordination models.
- ⌘ Work to eliminate obstacles/barriers that diminish coordination opportunities.
- ⌘ Remain informed about federal funding/programs/grants available for coordination efforts.
- ⌘ Study demographic/geographic travel changes.
- ⌘ Review plans from state/local coordination efforts.
- ⌘ Encourage communication on coordination efforts.

Noel Shughart will update the report to include these suggestions/future activities. A copy of the updated report will be forwarded to the committee for their review and approval for submittal to the Governor on November 1.

Local Coordination Planning

Noel Shughart reported that the Office of Transit received draft copies of Local Coordination Plans from 9 of the 10 Regional Development Commissions. These plans will be finalized by the end of the year and posted on the Office of Transit's web site. Many plans identified similar problems with service gaps, especially those involving crossing jurisdictional boundaries. In some cases, local agencies are concerned that if they provide service that crosses these boundaries, it will take business out of their county. In other cases funding for services is constrained to a jurisdictional boundary. Noel will put together a list of gaps and barriers identified in these plans for the ICTC.

Funding from the Section 5310, Job Access Reverse Commute (JARC) and New Freedom programs may fund demonstration projects to fill in service

gaps identified in these Local Coordination Plans. The Office of Transit will administer these applications.

Member Agency Reports on Transportation

Hal Freshley, Board on Aging, reported that their board realizes that transportation is an important issue. In the 2001/2002 Legislative session, funding was appropriated to the Department of Human Services to assist communities in rebalancing their long-term care service delivery system. The Community Services/Community Services Development (CS/SD) grants are intended to expand the infrastructure for services and housing options. Grants have been submitted not only for transportation, ride coordination and third-party reimbursement assistance, but also for caregiver support/respite care, outdoor chore and home maintenance, and tele-medicine programs.

Brian Osberg, MN Department of Human Services, reported that they are very pleased with how their Brokerage Transportation Program is working out. The RFF, posted in the February 13, 2006, State Register, requested proposals from entities to coordinate non-emergency Access Transportation Services for eligible Minnesota Health Care Program clients residing in the seven county metro area. Entities were also requested to perform level-of-need assessments for clients not only in the seven county metro area, but also statewide for Special Transportation Services. The new program should save the department between \$5M and \$10M a year.

Geri Sutton, Metropolitan Council, reported that the American Red Cross is using their Trapeze scheduling/dispatching system. Plans are to add three providers in the coming months. Metro Transit's Trip Planner program has also been on line for the past year.

Joan Willshire, MN State Council on Disabilities, noted that the council does not offer service programs. They study issues and bring forward legislation to improve the quality of life of the disabled. Issues include housing, transportation, employment, training and education, and health care.

Bob Johns, University of Minnesota, noted that the Center for Transportation Studies (CTS) continues to provide E-News on their web site. He also reported that CTS and Hennepin County, with the support of the FTA, have joined together to promote innovations in community transportation through the CTS Web site. The site, sponsored and supported by CTS and

Hennepin County, serves as a clearinghouse for information on research and developments in transportation services for communities in need.

Donna Allan reported on efforts of other programs she is involved with to improve traffic control and mobility for our older population. She also gave a brief overview of the Safe Routes to School Program that provides federal funding for infrastructure or non-infrastructure projects that improves safety for children who walk or bike to school.

Future Committee Activities

Lynda Boudreau noted that Phase 1 is complete, now the group should decide how it wants to proceed with Phase 2. Hal Freshley suggested that the group prioritize coordination barriers and choose one to tackle. Other suggestions were to look at regional reports for possibilities to implement identified changes, look for available funds to identify service gaps, and evaluate and endorse models for research.

Lynda reported that Randy Halvorson is retiring and that the group will have a new Chair. However, at this time it is not known who that person will be.

Lynda felt that for the group to work effectively, it should have total membership participation. She suggested that agency heads commit to attend every meeting. If the agency head is not available to attend these meeting, they appoint a representative who has the authority to speak/represent their agency. She also suggested that a preset day and time (i.e. every third Thursday from 2 to 4 p.m.) be set for monthly meetings. Donna volunteered the Office of Transit to prepare a matrix that committee members can use to indicate which days and times they are available. From the completed matrixes, a set meeting day and time would be scheduled for 2007.

Adjourn

Lynda thanked attendees for participating in today's meeting and noted there are no meetings scheduled for November or December.