

TASK #5

Task Name: Update Minnesota Council on Transportation Access Strategic Plan

The purpose of this project is to update MCOTA's 2015 Strategic Plan through a membership survey, stakeholder group (and end-user?) input, engagement with RTCC representatives (including both Greater Minnesota and the Twin Cities Metropolitan area collaboratives), and a strategic planning workshop. The goal is to confirm or update MCOTA's mission, vision, goals, strategies, and tactics, as well as to identify ways to accomplish the strategies, including potential changes to MCOTA's meeting format and staffing structure. The proposed time horizon for the plan is the next 3-5 years.

Some questions MCOTA is grappling with: How can MCOTA improve the perennial issues identified in surveys and in workshops, such as the challenges of inter-jurisdictional transportation and reducing the time it takes people with disabilities, especially in rural and suburban areas, to get to their destinations? What is MCOTA's role in Minnesota's testing and deployment of automated vehicles? What legislation is needed?

Task Description: For this task, the following activities will take place:

1. Compile and review background information about MCOTA with members, including:
 - Legislative requirements
 - History and accomplishments to date
 - Greater Minnesota Transit Investment Plan end-user needs
 - 2016 RTCC Workshop results
 - Olmstead Plan goals
 - 2017 Local Coordination Plans
 - MN2030 Priorities
 - 2015 Strategic Plan priorities
2. Survey MCOTA members about MCOTA's role, mission and vision, structure and operations, and barriers to accomplishing its mission and vision.
3. Survey and/or hold a focus group with RTCC representatives (including both Greater Minnesota and the Twin Cities Metropolitan area collaboratives) about what they would most value from a statewide coordinating council.
4. Solicit input from other selected stakeholder groups, via survey or workshops:
 - Legislators, especially Senator Dibble (in person)
 - Regional Development Commissions
 - Transportation providers: 5310 recipients, NEMT, volunteer driver programs, transit agencies
 - Centers for Independent Living
 - Area Agencies on Aging
 - County health, social services, and human services departments

- Minnesota Community Action Partnerships
- County Veterans Services Officer/Veterans Administration
- Workforce development centers
- Minnesota Continuum of Care Coordinators
- Statewide Homelessness Initiative
- Tribal Advocacy Transportation Group
- MPOs

A note about end-user input to the MCOTA Strategic Plan. Since end-users are not the primary audience for MCOTA's work and the RTCCs will include end users in their engagement, this proposal recommends including end-user feedback from the recent Greater Minnesota Transit Investment Plan and the Met Council in the planning process, and also including representatives from RTCCs in the strategic plan development to ensure that the strategies are consistent with end-user needs.

5. Conduct a strategic planning workshop with MCOTA members and 1-2 representatives from each RTCC (Metro and Greater Minnesota) to review survey & focus group results, determine priorities, and develop a strategic action plan and set of recommendations for moving forward. Develop a workplan for each priority.
6. Develop a plan for outreach and dissemination, with supporting materials such as one-pagers and PPTs.

Time frame: December 15, 2018 – June 30, 2019

Estimated budget: \$18,000-\$25,000 (Plus about \$5,500 for each stakeholder workshop, if any)