

Minnesota Council on Transportation Access (MCOTA) Meeting Minutes
July 15, 2020, 1:00–3:00 PM
Meeting held via Zoom.

Members present:

Vice Chair – Diogo Reis, Minnesota Department of Human Services
At-Large Representative – Victoria Nill, Minnesota Department of Transportation
Susan Bishop, Minnesota Department of Health
Peter Brickwedde, Minnesota Department of Commerce
John Doan, Minnesota Board on Aging
David Fenley, Minnesota State Council on Disability (proxy for Kody Olson)
Shawn Kremer, Minnesota Management and Budget
Rolando Sotolongo, Minnesota Department of Veterans Affairs
Jodi Yanda, Minnesota Department of Employment and Economic Development

Members absent:

Chair – Tim Henkel, Minnesota Department of Transportation
Tiffany Collins, Minnesota Public Transit Association
Kelly Garvey, Minnesota Department of Education
Gerri Sutton, Metropolitan Council

Others present:

- Minnesota Department of Transportation:
 - Nancy Daubenberger, Deputy Commissioner
 - Office of Transit & Active Transportation: Tom Gottfried, Michelle Lichtig, Mark Nelson, Noel Shughart, Sue Siemers
 - Kristie Billiar, ADA Program and Policy
- University of Minnesota:
 - Humphrey School of Public Affairs: Frank Douma
 - Center for Transportation Studies: Kaydee Kirk, Arlene Mathison
- Charles Androsky, Mankato Area Planning Organization
- Robyn Bernardy, Dakota County
- Heidi Corcoran, Milligan Partners
- Eric Day, Mid-Minnesota Development Commission
- Ashley Eckdahl, East Central Regional Development Commission and RTCC
- Mike Greenbaum, Newtrax
- Ben Griffith, Olmsted County and Rochester-Olmsted Council of Governments
- Alan Hermann, Scott County
- Matt Kallroos, Region 5 Development Commission
- Heather King, Mid-Minnesota Development Commission
- Shelley Madore, Olmstead Implementation Office???
- Bryan McCoy, Headwaters Regional Development Commission & North Central MN RTCC
- Sherry Munyon, Minnesota Public Transit Association
- Karen Onan, East Central Regional Transportation Coordinating Council
- Kim Pettman, Transit and Public Policy Advocate
- Lynnell Popowski, Northwest Regional Development Commission
- Ron Quade II, Department of Veterans Affairs
- Robin Rohr, Hennepin County
- Mark Schermerhorn, Anoka County Transit
- Beverly Tolliver, Arrowhead Regional Development Commission and Northeast Minnesota RTCC
- Jernell Walker, Hennepin County for Healthy Aging

Call to Order + Introductions

Reis called to order the July meeting of the Minnesota Council on Transportation Access at 1:03 PM on July 15, 2020. Everyone introduced themselves.

Review and Approve Agenda

Yanda moved to approve the agenda, seconded by Kremer. The agenda was unanimously **approved**.

Public Comments

Pettman shared the following:

It's important that the Council members and others can prepare the senior leadership for the meeting. I want to share a couple ideas that I think can help; something that's helped in the past. Some of you might know that I'm a citizen lobbyist and I'm registered. Many times legislators and leaders don't always understand the basics or the key concepts of something. So I try to do active listening. And so somebody might say they have heard about the RTCCs or TCAPs. In these cases, please try active listening and have them say to you how they interpret what it is they're understanding. I recommend using a simple way of explaining. What has worked for me is to say something like this: It's a lot of people coming together from a lot of different areas to figure out what the needs are in transportation for the people in our area or state. It is key to highlight that there are many different people working together on how to fix these gaps. Some of the explanations I use are, for example: maybe the VA has a van with some extra spots in it, or a place that serves people with disabilities has vans available a few times a week, or a church has a bus that's available a few days a week -- so it's about working together. It's not just transit companies. We need to help people understand that many different areas are involved: health, human services, workforce, community, etc. Ensure that everyone's included and invited.

I would also recommend printing out a basic county outline map of the state to show commissioners and other stakeholders you're talking to. Clearly identify the different regions, the RTCCs, or TCAPs, and say something like this: When you're having a meetings, whether it's virtual or in person, whatever the topic is make sure to include the people that work on transportation because without transportation or having the people present, some things are going to get missed and your program will be more successful if they can be present. It's a way of connecting people with each other. I am hoping you can do that.

One thing that I want to mention for the future, is that the ADA 30th anniversary is approaching. There are many virtual events online. MnIT also has a nice laminated tabletop card on the topic of accessibility. You can request copies and I think they're free. I want to let the people in the audience and MCOTA members know about this if you need help with accessibility. You can ask your ADA coordinator within your own organization or you can call MnIT to request this. Hoping that these ideas can help. Thanks.

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Sotolongo moved to approve the June minutes, seconded by Yanda. The minutes were unanimously **approved**.

Work Teams Updates

1. Volunteer Driver Forum Dates + Planning

Onan provided an overview of the Volunteer Driver webinar series. There were some minor adjustments to moderators. Doan make a motion for approval of agenda the Volunteer Driver webinar series. Sotolongo seconded the motion. The agenda for the series/schedule was unanimously **approved**.

2. Communication Work Team

Gottfried is in the midst of reaching out to members to invite them to this work team. Mathison also provide an overview of the tasks associated with this team. A key part of the work effort is focused on RTCC and TCAP webpages' development.

3. Operations

This team has met three times and currently working with Jeff Niblack of MMB who is providing technical assistance on performance measures development. This also including measures for the mobility management

programs. The team is looking to have this work ready before the next RTCC solicitation in the spring. It is anticipated a draft would be presented at the November MCOTA meeting and a final version in January.

Legislative Planning for Next Session

Reis shared that agencies, including the Department of Human Services, are busy putting together proposals for the 2021 legislative session. There is a lengthy internal review process within the agency and before sending this to the Governor's office.

It was shared that a special legislative session began July 14 and is expected to run a number of days. There is not any legislation related to transportation but agencies are continuing to monitor that.

Daubenberger shared that MnDOT and the Department of Public Safety were testifying at a recent meeting that pertained to freeway closures during civil unrest. In terms of the bonding bill, there has been a lot of work done around the language to be used in the bill; that will continue to be worked on over the next handful of days with the hopes of finalizing and passing the bonding bill.

Agency Senior Leadership Team Meeting

Gottfried provided detailed update on the agenda and walked through the accompanying materials that will be shared with the agency leaders. The meeting materials will be emailed to attendees the Friday before the meeting.

Regarding the Volunteer Driver legislation item, Kremer suggested one of two options: 1) changing the action language to say that it's a request to be considered for the Governor's FY 2022-23 budget or 2) for consideration for the 2021 session. So for next year's session is the 2021 session during which the Governor's biennial budget for 2022 and 2023 will be developed. There would be a revenue impact for the volunteer driver legislation. So MCOTA would recommend including a policy change that has a tax change; that tax change would likely go into effect in fiscal year 2022 which is July 1st of next summer. If we do have, in fact, a revenue impact that we're going to request the Governor make a recommendation on, it is recommended to change this language to have it be included as part of the 2022-23 biennial budget. But if MCOTA doesn't want to have it spelled out like that, alternatively, it could be recommended as to be considered by the Governor for next year's/2021 session. Members decided to change it to the 2021 session.

Bishop noted it would be helpful to have a high level one pager. Reis responded that there are already two one pagers, one of which is outlines what an RTCC and TCAP which will be most helpful at the agency senior leadership meeting. The other is a one pager on what MCOTA is. It was suggested that MCOTA members share the document(s) with their agency leadership that they think would be most helpful in preparing them for the meeting.

Pettman added that it would be helpful to have other agency staff attend, as appropriate, since this meeting occurs one time per year. This helps build the interagency connections among and between MCOTA agencies.

Agency Updates

- **Olmstead Plan**

Billiar shared that the next subcabinet meeting is August 24, a quarterly reporting meeting. MnDOT has a quarterly report to share about on-time performance and the Met Council and also has one for its systems. This is a measure that was split apart last year because it they were not comparable. Usually when there is quarterly reporting, the meeting tends to be focused just on those elements. There are not other substantial items on the agenda. Also, Shelley Madore is the new executive director at the Olmstead Implementation Office and she will be invited to attend at the September MCOTA meeting and share updates on their work.

- **Round Robin Member Updates**

Gottfried shared that MnDOT has been working with MDH at the local level on emergency response on the transport of COVID-19-positive tested clients to the hospital or to medical appointments. It is not a huge significant number, but it is happening statewide. At the urging of the Olmstead office, they applied with a proposal for some of the added CARES funds that were given to the state to help with this. They put

together a package for this very specific need and currently on a wait and see basis, pending legislature approval.

Review Draft Agenda for September 10th Meeting

Reis provided a high-level overview of the September meeting. Members did not have any questions.

Adjourn

The meeting was adjourned at 2:28 PM.

MCOTA Volunteer Driver Webinar Series:

- *11/18/20, 9:30-11:30, Series Overview*
- *12/9/20, 9:30-11:30, Policy Issues*
- *1/20/21, 9:30-11:30, Volunteer Driver Recruitment and Promotion*
- *2/17/21, 9:30-11:30, How to Start a Volunteer Driver Program*
- *3/17/21, 9:30-11:30 and 1:00-3:00, Sensitivity (Disability, Person-Centered, Equity, Diversity)*
- *4/21/21, 9:30-11:30 and 1:00-3:00, Sensitivity (Trauma Informed Care, Deaf & Hard of Hearing Community Education)*
- *5/19/21, time TBD, Protocols (Safety, Security, Crisis, Medical, Passenger, Resiliency and Boundary Issues)*

Future MCOTA Meetings, all times 1:00-3:00:

- *Thurs, Sept 10, 2020*
- *Wed, Nov 18, 2020*
- *Wed Jan 27, 2021*
- *Wed Mar 24, 2021*
- *Wed May 26, 2021*
- *Wed, June 23, 2021: Agency Senior Leadership Team meeting*