

Minnesota Council on Transportation Access (MCOTA) Meeting Minutes
March 28, 2018
MnDOT Central Office Transportation Building
395 John Ireland Blvd, Saint Paul, Conference Room 421
1:00 – 3:30 p.m.

Members Present:

Vice-Chair – Joan Willshire, Minnesota State Council on Disability
At-Large Representative – Tim Sexton, Minnesota Department of Transportation
Tiffany Collins, Minnesota Public Transit Association (via phone)
Kelly Garvey, Minnesota Department of Education (via phone)
Jon Kelly, Minnesota Department of Commerce (via phone, proxy for Peter Brickwedde)
Laura Logsdon, Minnesota Management and Budget
Thant Pearson, Minnesota Department of Employment and Economic Development (via phone)
Ronald Quade II, Minnesota Department of Veterans Affairs (via phone)
Diogo Reis, Minnesota Department of Human Services (proxy for Claire Wilson)
Gerri Sutton, Metropolitan Council

Members Absent:

Chair – Tim Henkel, Minnesota Department of Transportation
Peter Brickwedde, Minnesota Department of Commerce (Jon Kelly served as proxy)
Tim Held, Minnesota Department of Health
Harlan Tardy, Minnesota Board on Aging
Claire Wilson, Minnesota Department of Human Services (Diogo Reis served as proxy)

Others Present:

Minnesota Department of Transportation:

- Kristie Billiar, ADA Program and Policy
- Amber Dallman, Office of Transit and Active Transportation
- Tim Mitchell, Office of Transit and Active Transportation (via phone)
- Jake Rueter, Office of Transit and Active Transportation
- Noel Shughart, Office of Transit and Active Transportation
- Sue Siemers, Office of Transit and Active Transportation
- Kjensmo Walker, Public Engagement Analyst

Ilya Garelik, Minnesota Department of Human Services and Minnesota Board on Aging

Taylor Kearns, Minnesota Department of Human Services

Larry Eisenstadt, Minnesota Department of Employment and Economic Development

University of Minnesota:

- Frank Douma, Humphrey School of Public Affairs
- Kaydee Kirk, Center for Transportation Studies
- Arlene Mathison, Center for Transportation Studies

Heidi Corcoran, Dakota County

Alan Herrmann, Scott County

Kim Pettman, Transit Advocate (via phone)

John Doan, Mobility 4 All

Call to order, introductions, & member meeting participation

Willshire called to order the March meeting of the Minnesota Council on Transportation Access at 1:08 PM on March 28, 2018 at the MnDOT Central Office, St. Paul, MN.

Review and approve agenda

Pearson moved to approve the agenda, seconded by Sexton. The agenda was unanimously **approved**.

Public comments

Pettman shared that she felt it was important that the disability awareness training be first person/experiential (not web-based or lecture) where persons with disabilities are integrated. It would be helpful to include other transit-dependent populations like older adults as well.

2/28/18 meeting minutes

The meeting minutes will be changed to correct Logsdon's last name. Pearson moved to approve the February 2018 minutes with the change, seconded by Sutton. The minutes were unanimously **approved**.

MCOTA public comment procedure

Rueter shared that at the last MCOTA meeting the Council approved a policy for public comment, however since then there have been recommended changes. The document outlining the new changes was shared prior to the meeting and Rueter provided an overview. Key changes include incorporating a 15-minute public comment period at beginning of the meeting and also revised instructions on how to submit a public comment prior to the meeting. A motion was made by Pearson to approve the procedure, seconded by Sutton. The guidelines were unanimously **approved**.

Draft plan for disability awareness training

Taylor Kearns, Department of Human Services (DHS), attended the meeting to discuss the disability awareness training draft work plan. He is an instructional designer for trainings at DHS. Kearns offered some ground rules and the Council members agreed these would be useful (e.g. all input is valued, assume good intentions, all questions are acceptable, etc.). Members shared their initial reactions to the draft work plan:

- It is a good practice to have people-first language. Would like to also to include a first person perspectives and consumers of transit to share their insights. It is better to have first-hand knowledge shared from affected persons vs. staff who only are representatives of affected groups.
- Transportation affects accessibility.
- It would be helpful to engage the transit community. For example, Metro Transit was noted as an organization that has been able to effectively reach out to persons with disabilities and could share with MCOTA what they are learning.

Kearns asked *what the end result of this training will be and how will it impact the work of MCOTA. How are we changing behavior, knowledge, etc.?* Member discussion:

- It is important to work collaboratively, better understand how our agencies impact one another, and understand how we can help our fellow agencies. One example is understanding how budget cuts in one agency impacts person with disabilities, or older adults, etc. across other agencies too. Each time something happens, pause, and ask how will this decision impact certain populations in a systemic way.
- Transportation is spread out in our state across multiple agencies. A few years back there was a map that was produced showing transportation options (through various state agencies) across the state; many found this to be a helpful to the work of MCOTA.
- The work of this training ties to transportation policy, how transportation polices are formed, and how transportation decisions are made (e.g. State legislation, local transit agencies, etc.). How can we impact the polices that are created?
- In any potential training, a hands-on approach should be included.
- In any issue discussed at meetings, can the group pause and examine the issue from the lens of other perspectives.

How can we ensure that everyone on the Council will have the same baseline knowledge or understanding? Member discussion:

- The content needs to be material geared toward policy-level decisions and not training on specific programs that are related to operations. Keep the training at high level vs. in the weeds. We also need to be clear what this Council is and is not responsible for.

- Where is the scope of this training? Can Olmstead be used as a measuring stick? Kearns noted some of this information was included in the most recent MCOTA annual report. Members, however, agreed that intentionally linking this training effort to Olmstead is not the right focus; the focus of this training is different and more broad.
- It was suggested to reexamine how/why MCOTA came together to help inform the training.

What are the top 3 topical areas that would help MCOTA make policy recommendations? Member discussion:

- Many agencies have their own public engagement department. Maybe a statewide public engagement approach could be developed out of this effort.
- ADA did not get into public engagement. Many, however, are personally in support of expanding ADA.
- Met Council has public engagement requirements, but this does not include a specific focus on ADA necessarily. Other agencies, however, may require an ADA focus when doing public engagement.
- It would be beneficial to learn from one another about each agency's involvement and impact with the disability community. This would also be a good opportunity to bring in persons with disabilities to hear directly from them to better understand.

Kearns will revise the work plan document within the next few weeks and send it back to Shughart. The subcommittee members will then meet to discuss the revised work plan before this comes back to the large group.

FY19 Work Plan discussion

Shughart presented the FY19 Work Plan, including a modification to Task 5. The work of the Regional Transportation Coordinating Councils is included in the work plan and will be a significant priority. A timeline with the tasks will be added to the work plan in the future. Final approval of the work plan will take place at the next meeting.

Update on 5/9 Volunteer Driver Program Forum planning

Mathison provided an update on the forum planning. The registration announcement went out March 15 and a handful of people have already registered. Kirk has been contacting MCOTA members and forum speakers and moderators to collect their complementary registrations. In terms of further marketing, Willshire suggested notifying the Minnesota Association for Centers for Independent Living and to reach out to their executive directors. It was also suggested to contact the State Independent Living Council as well as Pam Tyler at DEED. Douma shared that recently and MPR reporter called him about his research study on volunteer drivers to do a news story; CTS will follow up to invite the reporter to the forum. Kirk will prepare a customized email announcement for MCOTA group members to forward as a personal outreach to their networks to get the word out.

Quarterly stakeholder communication

Mathison walked through the document containing proposed content for the next issue and the group did not have any changes. The communication will be sent by the end of the month.

Update on MCOTA research study *Best Practices for Addressing Youth Employment and Training Transportation*

Douma provided a progress report on the youth employment transportation research. Topics presented included the advisory group members, survey results, case studies – broad topics and also specific results, Scott Carver, and Dakota County examples, and overall project status. There have been 48 responses to date and they are anticipating about 50 more to come in. The final draft will be ready for the May meeting. More data may be ready for the April meeting.

Eisenstadt noted that he has found that some youth in Carver, Dakota, and Scott Counties are not aware of the counties existing services. Corcoran noted that Dakota County are still refining the Lyft pilot program that is being funded by a DHS Innovation Grant and they are not marketing it widely yet but there will be a plan to scale more widely in the future. The minimum age to use TNCs is 18 and the pilot in Dakota only for on adults over age 18 with disabilities.

Doan added that the Mobility 4 All group is working on a new STS-certified service for individual rides. The geographic area is in the Northeast metro. Most people served are seniors, many of whom have disabilities. This program has accessible vehicles.

FY18 MCOTA budget update

Shughart provided the budget update and shared that MCOTA is on track with the budget. The expenses for the youth employment study and the forum will be expended by the end of June.

Agency updates

- Legislative Update:
 - Willshire: There is a Lyft bill at the legislature that is on a fast track and things are still playing out. This is paving the way for TNCs and it would be helpful for MCOTA to look into this further. The bill also includes driving training and vehicle inspections. This item will be added to the April agenda.
 - Sexton shared about the MNvest funds and a potential constitutional amendment that would effectively reduce the amount of motor vehicle sales tax for transit across the state. If the legislation passes, it would go to voters in November.
 - There is proposed legislation regarding AVs on public roads in Minnesota. MPR news did a story recently on this subject.
 - Willshire made note of the Governor's AV Task Force that is underway.
- Regional Transportation Coordinating Councils application: Siemers shared that the deadline is March 30. There are 11 applicants who are interested. The project management team on April 23 will review applications for prioritization. Grants will start July 1.
- Olmstead Plan:
 - Billar provided an update and shared that the last meeting of the subcabinet was held mid-March. Darlene Zangara, Executive Director of the Olmstead Office of Implementation, will be joining for an upcoming MCOTA meeting to present on the Olmstead Quality of Life Study.
 - All the agencies were required to give a brief overview of budget initiatives relative to Olmstead. At this time both MnDOT and the Metropolitan Council are using their own resources from their agencies on Olmstead.
- Other updates: Doan shared about his organization, Mobility 4 All, which seeks to provide high quality, cost effective transportation for people with disabilities and seniors.

Call for future agenda items: Legislative Update: TNC bill

Adjourn: Sexton made a motion to adjourn the meeting; the motion was seconded by Kelly. The motion was unanimously **approved**. The meeting ended at 3:30 p.m.

2018 meetings: Wednesdays, 1:00-3:30pm, MnDOT Central Office: Apr 25, May 23, June 27, July 25, Aug 22, Sept 26, Oct 24, Nov 28, Dec 19 (3rd Wed. of month)

Future agenda items:

Disability awareness training

April agenda items:

-Final FY19 work plan

-Olmstead Implementation Office on the final quality-of-life survey – Kristie Billiar, MnDOT

-Update on 5/9/18 Volunteer Driver Program Forum planning - Arlene Mathison, CTS

-Update on volunteer driver reimbursement – Peter Brickwedde or Jon Kelly, Department of Commerce

Standing agenda items:

Review and approve agenda

Review and approve meeting minutes

Quarterly communications – review and/or approve

FY18 MCOTA budget update

Agency updates

Call for future agenda items

Public comments