Regional TDM Advisory Committee Meeting Summary

Date: December 11, 2019
Location: PSRC Board Room, 1011 Western Avenue, Suite 500, Seattle, WA 98104

Welcome and Introductions
Mitchell Lloyd, Co-chair, welcomed everyone at 1:00 p.m. Self-introductions were provided around the room and on the phone.

Approval of Meeting Summary
The summary for the October 9, 2019 TDM Advisory Committee meeting was approved as submitted.

Discussion: TDM Advisory Committee Selection Criteria for Non-voting Membership and Next Steps
Gil Cerise, PSRC, reviewed the draft criteria for non-voting membership on the committee and the manageable committee size for an advisory committee. He said there could be some flexibility on the categories of the organizations or groups, currently on the draft criteria as TDM implementing organizations that jurisdictions partner with, research organizations, and groups that are focused on the underrepresented users. The committee discussed the non-voting membership criteria presented and emphasized the importance of these organizations to provide more thoughts and insights at meetings. The committee then expressed preference for going forward with solicitation of the non-voting members seeking three to six non-voting members rather than limiting to three. Gil said he would take the committees feedback to the management and report back at the next meeting.

Discussion: Update on PSRC Regional TDM Baseline
Gil Cerise, PSRC, reminded the committee this is part of the PSRC TDM work program and that Kimberly Pearson and Mitch Koch, PSRC were providing updates on the document from the feedback received on the categories reviewed at the last meeting. Kimberly reviewed the draft outline for TDM baseline data collection and analysis and updates on baseline data for TDM activities and data measurement in the region. Mitch then reviewed and explained updates to CTR data based on input provided from the last meeting. The committee discussed some of the data outcomes presented and provided detailed feedback and clarifications for refining the spreadsheet data elements and other analyses that could be used to gather additional baseline
data. Kimberly said she would incorporate the feedback to update the document and provide this to the committee for review at the next meeting.

**Roundtable and Top Issues for Discussion**

Pamela Vasudeva, WSDOT, reviewed the draft TDM Executive Board and Technical Committee Action Plan (July 2019-June 2021) that was updated December 2019, and said to contact her with questions or feedback. Some members of the committee also asked if there was a way to improve communication with WSDOT when there are updates to CTR and if it is possible these could be reviewed at the TDM Advisory Committee meetings.

April Delchamps, City of Kent, explained that the city is updating their master plan, and looking at policies that support and prioritize TDM and asked the committee if they have any suggestions. Committee members provided feedback.

Ann Sutphin, City of Seattle, mentioned the recent Association for Commuter Transportation (ACT) TDM Forum that was held in Seattle in November where SDOT received the 2019 ACT TDM Excellence Award for Large Government. She also mentioned that SDOT has produced their first TDM Program brochure, (which will be available online soon) and would welcome any feedback.

**Reports on Boards and Committees**

Meeting summaries and presentations for Regional Staff Committee can be found here: [https://www.psrc.org/committee/regional-staff-committee](https://www.psrc.org/committee/regional-staff-committee)

Meeting summaries and presentations for RPEC can be found here: [https://www.psrc.org/committee/regional-project-evaluation-committee](https://www.psrc.org/committee/regional-project-evaluation-committee)

**Adjourn**

The meeting adjourned at 3:00 p.m.

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**Members and Alternates Present**

Nathan Howard, Snohomish County and Co-Chair; Mitchell Lloyd, King County Metro and Co-Chair; *Armaghan Baghoori, City of Kirkland; Mary Joe De Beck, City of Issaquah; April Delchamps, City of Kent; Debbie Germer, Pierce County; Debbie Jaksich, King County Metro; Kate Johnson, City of Bellevue; Kevin Shively, Sound Transit; Ann Sutphin, City of Seattle

**PSRC Staff and Other Guests Present**

Gil Cerise, PSRC; *Kevin Futhey, Commute Seattle; Mitch Koch, PSRC; *Shivani Lal, City of Kent; Kimberly Pearson, PSRC; *Ross Peizer, Community Transit; Pamela Vasudeva, WSDOT

*via remote participation