1. **Welcome and Introductions (10:00)**

2. **Action item: Approval of Meeting Summary – October 23, 2019** *(10:05)*

3. **Discussion item: Report on PSRC Committee and Board Activities (10:10)**
   
   Committee members report out on transit-related committees and boards since the last TOC meeting.
   
   The “At Work” report for the November Transportation Policy Board meeting is available on the PSRC website: [https://www.psrc.org/tpb-meetings](https://www.psrc.org/tpb-meetings)
   
   The meeting summary for the October Regional Staff Committee meeting is available on the PSRC website: [https://www.psrc.org/rsc-meetings](https://www.psrc.org/rsc-meetings)

   
   PSRC staff will share a review of transit agency long range plan update timeframes in the context of regional and local planning.

5. **Discussion item: High Capacity Transit Thresholds for Regional Planning. Pierce Transit Long Range Plan Update and How it Identifies its Bus Rapid Transit Corridors (10:35)**
   
   PSRC will revisit transit agencies’ high capacity transit thresholds for regional planning. Pierce Transit has agreed to present the latest on update of Destination 2040, their agency long range plan. Included in that presentation will be identification of future bus rapid transit (BRT) corridors and how Pierce Transit identifies candidate BRT corridors in their planning work. Other transit agencies will be asked to contribute their thoughts on thresholds they use for high capacity transit corridors in their own planning processes.

   
   PSRC staff will provide an update on the on-going project tracking of FTA-funded project, including information from PSRC’s October 2019 Progress Reports.
7. Roundtable: Highlights from Transit Agency and Ferry Operators in the Region (11:35)

8. Information: 1995 ADA Paratransit MOA*

9. Information: 2020 Planned Meeting Topics*

10. Information: 2020 TOC Meeting Calendar*

11. Next Meeting: February 26, 2020

12. Adjourn (12:00)

*Supporting materials attached

Other Formats:

- Sign language, and communication material in alternative formats, can be arranged given sufficient notice by calling 206-464-7090, TTY Relay 711.
- العربية | Arabic, 中文 | Chinese, Deutsch | German, Française | French
- 한국어 | Korean, Русский | Russian, Español | Spanish, Tagalog, Tiếng việt | Vietnamese, call 206-587-4819
Transportation Operators Committee Meeting Summary

Date: October 23, 2019
Location: PSRC Central Meeting Room, 1011 Western Avenue, Suite 500, Seattle, WA 98104

Welcome and Introductions

Peter Heffernan, Chair, welcomed everyone at 10:00 a.m. Self-introductions were provided around the room and on the phone.

Approval of Meeting Summary

The summary for the August 28, 2019 meeting was approved.

Discussion item: Report on PSRC Committee and Board Activities

Committee members reported on various topics at the September and October Transportation Policy Board meetings. The “At Work” reports for the Transportation Policy Board Meetings are available on the PSRC website: https://www.psrc.org/tpb-meetings

The September and October RSC meetings were focused on VISION 2050 and a review of the public comments received. Presentations and meeting summaries are available on the PSRC website: https://www.psrc.org/rsc-meetings

Discussion item: Feedback on 2020 Project Selection

Sarah, Gutschow, PSRC, provided an update on the 2020 project selection process and reviewed the Key Policy Framework Elements. She reviewed topics the Project Selection Task Force has discussed to-date and said there would most likely not be any changes to the administration side of the process. She noted that the Regional FTA Caucus had reviewed the process and was in agreement to keep the existing policy framework, but she would check in with them again at the November meeting to see if they have any other feedback for the Task Force. The committee provided some feedback to give to the Task Force at their next meeting in November.

For more information, contact Sarah Gutschow at (206) 587-4822

Discussion item: PSRC Work Program Update
Gil Cerise, PSRC, explained that PSRC is preparing to provide an update on its work program and associated data collection efforts in public transit-related areas, including special needs transportation and transportation demand management (TDM). He then provided an overview of the transit work program and the Regional Transportation Plan update. Kimberly Pearson, PSRC, provided an overview of the goals and purpose of the TDM work program and reviewed the 2019 TDM Work Program Schedule. Mitch Koch, PSRC, provided an overview of the Statewide Commute Trip Reduction (CTR) program and reviewed various data points provided by WSDOT. Kim then reviewed a local TDM programs inventory and methodology for that work. Jean Kim, PSRC, provided an overview of the Special Needs Transportation Work Program and reviewed the 2019 data collection schedule and noted that outreach to other transportation providers is currently underway. She reviewed various graphs and data points regarding ridership for people with special transportation needs. The committee then reviewed some discussion topics, mainly focusing on how to highlight the needs and gaps in transit and what other resources to explore to gather more information. The committee provided feedback and suggestions for consideration and to incorporate into next steps.

The presentation is available on the PSRC website here.

For more information, contact Gil Cerise at (206) 971-3053

Roundtable: Highlights from Transit Agency and Ferry Operators in the Region

Due to time constraints, this item was omitted.

Adjourn

The meeting adjourned at 11:30 a.m.

Members and Alternates Present

Peter Heffernan, King County Metro and Chair; Alex Krieg Sound Transit and Vice-Chair; *Melinda Adams, Everett Transit; Don Chartock, WSDOT; Ray Deardorf, WA State Ferries; Benjamin Smith, Seattle DOT; Darin Stavish, Pierce Transit

PSRC Staff and Other Guests Present

Monica Adkins, PSRC; Sabina Araya, Community Transit; Gil Cerise, PSRC; Sarah Gutschow, PSRC; Jean Kim, PSRC; Kelly McGourty, PSRC; Maggie Moore, PSRC; Kimberly Pearson, PSRC

*via remote participation
Overview

In 1995, several public transit agencies in and near the Puget Sound Regional Council (PSRC) region entered into a memorandum of agreement (MOA) regarding the implementation of regional Americans with Disabilities Act (ADA) paratransit eligibility and service processes. The PSRC, although not a party to the agreement, agreed to “hold” the MOA and assisted in establishing specifications regarding a regional ADA card and regional ADA code. The signed parties of the agreement include:

- City of Everett (Everett Transit)
- Intercity Transit
- Island County Public Transportation Benefit Area (Island Transit)
- Jefferson Transit Authority
- King County Department of Metropolitan Services (King County Metro)
- Kitsap Transit
- Pierce Transit
- Skagit Transit
- Snohomish County Public Transportation Benefit Corporation (Community Transit)
- Washington State Department of Transportation’s Marine Division (Washington State Ferries)

Since signing the MOA, representatives of the signed parties convene a regional paratransit group (hereafter “RPG”), made up of all the members above, excluding Washington State Ferries, to discuss matters relevant to implementation of the MOA. This group convenes itself separate and independently from PSRC.

At the August 28, 2019 Transportation Operators Committee (TOC), the consensus of the committee members present was that, based upon feedback from their paratransit staff, the MOA has been superseded or in some cases has been implemented and is no longer needed in its existing form. TOC asked PSRC staff to provide a summary of how the MOA has been implemented as documentation that the MOA is no longer applicable in its current form.

This document provides a section-by-section assessment of MOA implementation and applicability. See Attachment A for specifics on each of the actionable sections of the agreement and how they have been implemented.

Conclusions

Sections 2 and 4 of the 1995 ADA Paratransit MOA go above and beyond the requirements of the ADA in that they require entities to accept one another’s eligibility determinations beyond a 21-day period. Transit agencies continue to utilize these sections of the agreement. Implementation actions of other sections of the MOA are covered by the following:

1. Section 6 is a requirement of the updated ADA law that all transit agencies must comply with;

2. Sections 5, 7, 8 and 9 concern operational elements that agencies continue to actively coordinate on, yet have needed to update outside of the 1995 MOA; and,

3. Sections 10 and 11 are addressed through an organization that superseded the PSRC Specialized Transportation Task Force identified in the MOA. The RPG has been meeting without PSRC involvement and serving the functions envisioned in the 1995 MOA.

October 29, 2019
Although provisions of the 1995 ADA Paratransit MOA are continuing, and in some cases being updated separate from the MOA, the signatory transit agencies are accomplishing these functions by convening themselves through the RPG, separate from PSRC. PSRC is no longer needed to “hold” the 1995 ADA Paratransit MOA. Signatory transit agencies may update or create a new ADA Paratransit MOA to address outdated and irrelevant features in the MOA without PSRC involvement.

Based upon this assessment of the 1995 ADA Paratransit Eligibility Memorandum of Agreement, PSRC notifies all signatory parties that it will no longer hold the MOA.
ATTACHMENT A

MOA Implementation and Applicability

Sections 1 and 3 provide background and context for the MOA and do not provide actionable guidance for signatories. Below is a brief summary regarding how each of the other sections of the MOA has been applied.

- **Section 2. Background:** Agencies that have signed this agreement agree that eligibility criteria and procedures established by each of the parties will be honored by all parties and that a Regional ADA card, if issued by one party, will be accepted by all parties. Each party must abide by ADA established paratransit eligibility criteria and procedures. NOTE: The requirement to honor eligibility at a regional level goes above and beyond ADA requirements and signatories continue to find this aspect of the 1995 Paratransit MOA useful to their operations.

- **Section 4. Eligibility determination:** Agencies that have signed this agreement accept full, conditional, and temporary ADA eligibility established by each party to the agreement. NOTE: The requirement to accept ADA eligibility established by other agencies on a long-term basis goes above and beyond ADA requirements and signatories continue to find this aspect of the 1995 MOA useful to their operations.

- **Section 5. Regional ADA cards:** Regional ADA cards are no longer in use by RPG members. The requirement has been superseded by alternative eligibility confirmation practices. For example, paratransit call centers confirm riders’ eligibility using paratransit eligibility numbers. The MOA has not been updated to reflect the use of alternative eligibility confirmation practices.

- **Section 6. Personal care attendant:** This section stated that all parties must allow personal care attendants to accompany riders. However, this provision is now an ADA requirement.

- **Section 7. Interagency trips:** This section discusses the need to adhere, to the extent practical, to Regional Guidelines for Interagency ADA Paratransit Trips, established in Attachment C of the MOA. Since 1995, the RPG has updated the guidelines as needed in a separate document that functions in place of Attachment C of the MOA. The new guideline changes have not yet been formally adopted by the group of transit agencies participating in the RPG.

- **Section 8. Regional ADA eligibility codes:** The RPG has established new eligibility codes, as needed, which functionally supersede the ADA eligibility codes established in the 1995 MOA.

- **Section 9. Regional ADA service codes:** Agencies who signed the 1995 MOA have since adopted different dispatching software. The RPG created a service code “cheat sheet” as agency codes vary due to use of different software. This service code “cheat sheet” functionally supersedes the one established in the 1995 MOA.

- **Section 10. Information sharing:** Parties to the agreement share information via the RPG and separately provide information to each other by request. The RPG serves as the information sharing forum (see Section 11).

- **Section 11. Regional coordination:** The RPG has taken over regional coordination efforts associated with operational aspects of ADA paratransit coordination and compliance, rather than the group mentioned in the MOA (“Puget Sound Regional Council’s Specialized Transportation Task Force”).
2020 TOC Planned Meeting Topics

Ongoing
- FTA fund adjustments
- FTA fund project tracking

Quarter 1 (January – March)
- Next Level of Transit Planning for Regional Transportation Plan
- Check-in FTA Performance-based Planning:
  - Transit Safety Rule implementation – agency plan development; performance and targets
  - Transit Asset Management

Quarter 2 (April – June)
- Next Level of Transit Planning for Regional Transportation Plan
- Action 2020 FTA Project Selection
- 2020 Transit Integration Report Initiation

Quarter 3 (July – September)
- Next Level of Transit Planning for Regional Transportation Plan
- PSRC Budget Year 2022-2023 Transit Work Program Development
- 2020 Transit Integration Report development
- Transit Safety Plan completion/ submission of targets to PSRC (deadline July)

Quarter 4 (October – December)
- Next Level of Transit Planning for Regional Transportation Plan
- Development of regional transit safety performance targets in compliance with FTA
- Action on Special Needs Transportation Regional Priorities (WSDOT Consolidated Grant)
- UPWP Transit information updates for PSRC 2022-2023 Budget & UPWP
# Transportation Operators Committee (TOC)

## 2020 Meeting Schedule

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- **TOC**: Transportation Operators Committee
- **TOC - Date held if necessary**: Date held if necessary
- **Holiday**: Holiday