

Puget Sound Regional Council  
**PSRC**

# King County Coordinated Special Needs Transportation Plan FINAL REPORT

*A plan for serving children and youth, older adults, persons with disabilities, and those of low-income status*

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This document is incorporated by reference into the Puget Sound Regional Council Coordinated Public Transit Human Services Transportation Plan to fulfill federal requirements established through the Safe, Accountable, Flexible, Efficient Transportation Act: A Legacy for Users (SAFETEA-LU). On December 13, 2006, the King County Special Needs Coordinated Transportation Plan was endorsed by the King County Executive, Executive Director of Puget Sound Regional Council, Executive Director of Sound Transit, and the President and CEO of United Way of King County.

For information concerning, or to receive a copy of either of these plans, please contact the Puget Sound Regional Council.

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## Table of Contents

	PAGE
<b>Executive Summary .....</b>	<b>ES-1</b>
Stakeholder Participation and Public Outreach .....	ES-4
Public Outreach .....	ES-6
Demographic Profile .....	ES-7
Summary of Existing Services.....	ES-8
Unmet Transportation Needs.....	ES-8
Identification of Potential Projects.....	ES-9
Next Steps.....	ES-9
Continuation Work Plan.....	ES-11
<b>Chapter 1. Introduction/Background .....</b>	<b>1-1</b>
Funding Sources/Description of Types of Projects That Can Be Funded .....	1-1
Project Goals.....	1-3
Human Service Transportation Coordination .....	1-6
Washington State Coordination Efforts.....	1-7
<b>Chapter 2. Stakeholder Participation and Public Outreach .....</b>	<b>2-1</b>
Interim and Formal Project Steering Committees.....	2-1
Public Outreach .....	2-3
<b>Chapter 3. Project Methodology.....</b>	<b>3-1</b>
<b>Chapter 4. Study Area Description .....</b>	<b>4-1</b>
Population .....	4-1
Existing Transportation Services in King County .....	4-11
<b>Chapter 5. Unmet Transportation Needs/Service Overlap and     Potential Service Strategies .....</b>	<b>5-1</b>
<b>Chapter 6. Conclusion/Next Steps .....</b>	<b>6-1</b>
Federal Planning Requirements .....	6-1
Future Implementation Strategies.....	6-1
Continuation Work Plan.....	6-3
 <b>Appendix A: Stakeholder Involvement/Public Outreach</b>	
<b>Appendix B: Literature Review of Gap Analysis Documents</b>	
<b>Appendix C: Summary of Projects</b>	
<b>Appendix D: Glossary of Terms</b>	

## Table of Figures

Figure ES-1	Goals and Strategic Objectives for the King County 2007 Coordinated Plan as amended by Steering Committee “Mobility, Quality and Efficiency through Coordination” .....	ES-3
Figure ES-2	Composition of Steering Committee .....	ES-5
Figure ES-3	Basic Population Characteristics (2005).....	ES-7
Figure ES-4	Population Change 1990-2025: King County .....	ES-8
Figure 1-1	Goals and Strategic Objectives for the King County 2007 Coordinated Plan as amended by Steering Committee “Mobility, Quality and Efficiency through Coordination” .....	1-5
Figure 2-1	Composition of Formal Steering Committee.....	2-2
Figure 4-1	Basic Population Characteristics (2005).....	4-1
Figure 4-2	Population Change 1990-2025: King County .....	4-2
Figure 4-3	Households without Access to a Vehicle.....	4-3
Figure 4-4	King County: Puget Sound Regional Council Study Area .....	4-7
Figure 4-5	King County: Percent of Population With Physical Disability.....	4-8
Figure 4-6	King County: Percent of Households Below The Poverty Level .....	4-8
Figure 4-6	King County: Percent of Households Below The Poverty Level .....	4-9
Figure 4-7	King County: Percent of Occupied Housing Units With No Vehicle Available .....	4-9
Figure 4-7	King County: Percent of Occupied Housing Units With No Vehicle Available .....	4-10
Figure 4-8	King County: Percent of Population Age 65 and Above.....	4-10
Figure 4-8	King County: Percent of Population Age 65 and Above.....	4-11
Figure 5-1	Matrix Of Proposed Projects (see attached spreadsheet in larger font).....	5-4

## Executive Summary

The vision for King County's coordinated transportation system is that transportation services in King County will work toward providing mobility for the entire community, and will serve children and youth, older adults, persons with disabilities and those of low-income status through a coordinated system designed to gain economies of scale, eliminate duplication, and expand service availability and quality.

This King County 2007 Coordinated Special Needs Transportation Plan has been developed through the sponsorship of the Puget Sound Regional Council (PSRC) on behalf of the King County community. The plan focuses on transportation needs of the County's most vulnerable populations: children and youth, the elderly, persons with disabilities, and those of low-income status. These population groups are more likely to need special assistance, or to be dependent on the provision of public transportation due to their inability to have access to an automobile.

Four separate countywide plans (Kitsap, King, Pierce and Snohomish) are being prepared to satisfy the federal requirements described below, with the goal of consolidating them into a single regional coordinated transportation plan for ultimate adoption by the PSRC. The primary impetus for preparing this plan is to meet a new federal planning requirement that associates funding for three federal transportation programs to the completion of a local plan. Furthermore, local transportation providers, human service agencies, and other representatives from agencies or organizations serving these groups wished to convene and collaborate on identifying strategies and solutions best suited for King County. As a starting point, these stakeholders adopted the vision statement referenced above.

To guide the development specific to planning activities in King County, the goals and strategic objectives set forth in Figure ES-1 have been adopted by the Steering Committee overseeing development of the King County 2007 Coordinated Plan. These goals and objectives are consistent with the goals and objectives adopted by both Sound Transit and the PSRC after an extensive public outreach effort associated with developing their respective coordinated plans.

**Figure ES- 1 Goals and Strategic Objectives for the King County 2007 Coordinated Plan as amended by Steering Committee “Mobility, Quality and Efficiency through Coordination”**

**“Mobility, Quality and Efficiency through Coordination”**

<p>Transportation Providers, purchasers, riders and the community at-large in King County will work together for mutual benefit to gain economies of scale, eliminate duplication, expand service, and improve the quality of service to address the transportation needs of special needs populations of King County.</p>		
<b>Put People First<sup>1</sup></b>	<b>Move People Efficiently</b>	<b>Move More People</b>
<b>Goal 1:</b> Improve availability, safety, ease of use and affordability of special needs transportation services within existing budget constraints by...	<b>Goal 2:</b> Maximize the resources available for special needs transportation through coordination in planning, service delivery and reporting by...	<b>Goal 3:</b> Increase use of lower cost trip options – such as buses, trains and ride/vehicle share programs – by seniors, children and youth, people with disabilities, and people living on limited incomes by...
<input type="checkbox"/> <b>Better Connections:</b> Increase and improve connections to and within the local and regional transportation systems for everyone.	<input type="checkbox"/> <b>Infrastructure Changes:</b> Develop planning, operational, and reporting tools that encourage dialogue, identify where common standards apply, and clarify opportunities for coordination.	<input type="checkbox"/> <b>Targeted Outreach:</b> Provide targeted marketing and travel training towards people with disabilities, low income people, non-English speaking people, seniors, and children and youth.
<input type="checkbox"/> <b>Seamless Fares:</b> Work towards a fare structure that makes it easy for a rider to pay for local and regional travel among the different transportation modes, including specialized transportation.	<input type="checkbox"/> <b>Integrated Planning:</b> Incorporate special needs transportation plans into state, regional and local planning efforts that have an impact on the ability of people to engage in the community.	<input type="checkbox"/> <b>Clarified Service Options:</b> Improve rider and provider understanding of transportation service levels based on different parts of King County and the region. Service agencies should seek input from their riders and other constituents on service needs.
<input type="checkbox"/> <b>Better Amenities and Planning Tools:</b> Improve functionality and use of existing local and regional transfer stops, trip planning websites, and ride and vehicle share programs.	<input type="checkbox"/> <b>Making Providers Available:</b> Encourage development of transportation provider networks to all groups.	<input type="checkbox"/> <b>More People Helping:</b> Help case managers and service providers refer clients to the most cost effective and appropriate mobility option.

<sup>1</sup> This row, and the row below it, states the 3 GOALS of the Coordinated Plan. The balance of the table sets forth the 9 Strategic Objectives of the Coordinated Plan—there are 3 Strategic Objectives related to each GOAL, as set forth below and in the same column as each GOAL.

## Stakeholder Participation and Public Outreach

Stakeholder outreach and participation is a key element to the development of this plan, and federal guidance issued by the Federal Transportation Agency (FTA) specifically requires this participation, and recommends that it come from a broad base of groups and organizations involved in the coordinated planning process, including (but not limited to): area transportation planning agencies, transit riders and potential riders, public transportation providers, private transportation providers, non-profit transportation providers, human service agencies funding and/or supporting access for human services, and other government agencies that administer programs for targeted population, advocacy organizations, community-based organizations, elected officials, and tribal representatives.<sup>2</sup> Stakeholder participation and public outreach for this planning effort occurred in a number of ways, as described below. Detailed documentation of these efforts is included in the report, and is referenced as Appendix A.

A Steering Committee was convened for the purpose of providing project oversight and policy direction. The Committee was structured in order to include a broad array of interests including special needs transportation service providers, clients, and funders, from both the governmental, non-profit, and for-profit sectors and to ensure geographic diversity in representation on the Committee. The composition, by agency affiliation, of the Steering Committee members is set forth in Figure ES-2. is reflected in Figure 2-1.

The Steering Committee met regularly throughout the development of the plan, and took action on the following key points:

- Adoption of Vision Statement and Project Goals and Objectives
- Review and Concurrence of Plan Outline and Preliminary Needs Assessment
- Adoption of Project List and Endorsement Status
- Adoption of Implementation Strategies

A Technical Team was also formed, consisting of staff from King County Metro, and PSRC. The Technical Team was designed to provide in-kind support to the project overall, and to work closely with the Consultant Team.

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<sup>2</sup> Federal Register: March 15, 2006 (Volume 71, Number 50, pages 13459-60)



**Figure ES- 2 Composition of Steering Committee**

<b>Affiliation</b>
King County Department of Community and Human Services
King County Metro Transit
Seattle City Representative
Eastside/North-end City Representative
South County City Representative
Sound Transit
Medicaid Broker ( <i>Hopelink</i> )
Business / Employer Representative
System User Representative ( <i>Chair of Accessible Services Advisory Council</i> )
System User Representative ( <i>Chair of Developmental Disabilities Council</i> )
Taxis / for-profit transportation representative
Non-profit transportation agency
Non-profit human services agency (elderly / disabled)
Non-profit human services agency (low income)
Youth / Children Advocate/ Service representative
Rural services representative
Affordable housing representative
United Way of King County
Hospital representative
DSHS Region 4 Representative
Job Access Reverse Commute planning committee representative
School District Transportation Programs ( <i>appointed by Puget Sound Educational Service District</i> )
Faith based organizations representative ( <i>appointed via Church Council</i> )
PSRC (non-voting)

## Public Outreach

It is important to note that this planning effort builds upon a number of recently completed planning initiatives. As described further in the report, each of those plans or studies was prepared with input from a variety of constituency groups of concern to this plan.

In addition, a printed flyer highlighting key findings emerging from this plan was sent to over 400 agencies and membership organizations throughout King County. The flier summarized the plan's goals, objectives and strategies and asked for comments on the draft plan. As a result of this outreach, three comments were received. One comment expressed concerns about paratransit service, another stated the need for options for those not currently served and the third stated support for coordinated planning and noted that implementation would be critical.

## Project Methodology

The following steps were taken to complete this plan, and to support the key findings emerging from the plan. Each step is described in detail in the report document.

### Demographic Profile and maps

A demographic profile of King County was prepared using census or other relevant data as referenced in the document. This step establishes the framework for better understanding the local characteristics of the study area, with a focus on the three population groups subject to this plan: persons with disabilities, older adults, and those of low-income status. A series of maps utilizing Geographic Information Systems (GIS) technology illustrates many of the demographic characteristics of interest to this plan.

### Document Existing Transportation Services

This step involves documenting the range of public transportation services that already exist within King County. These services include public fixed route and dial-a-ride (paratransit) services, vanpool services, and transportation services provided or sponsored by other social service agencies.

### Unmet Needs Analysis/Service Overlap

An important step in completing this plan includes the identification of service needs or gaps. The needs assessment provides the basis for recognizing where—and how—service for the three population groups needs to be improved. In some cases, maintaining and protecting existing services is identified as a service need.

The needs assessment for this plan was derived through a review of previously conducted studies or reports that addressed transportation needs for constituents of concern for this plan: youth, older adults, persons with disabilities, and persons of limited income.

## Identification/Endorsement of Potential Projects

Coupled with the need to identify service gaps is the need to identify corresponding potential projects intended to address service deficiencies. During the preparation of this plan, steps were taken to solicit a wide range of projects that could be funded through the competitive funding processes being conducted by the Puget Sound Regional Council and Washington State Department of Transportation.

## Demographic Profile

The following chart provides a “snapshot” of the populations of concern for this study. This demographic profile in the full report is accompanied by a series of five maps prepared using Geographic Information System (GIS) technology to illustrate the presence of these population groups.

**Figure ES- 3 Basic Population Characteristics (2005)**

	Washington State	King County
<b>Total Population</b>	<b>6,146,338</b>	<b>1,737,034</b>
% of state population		28.3%
% persons aged 65+	11.1%	10.2%
% of children/youth <sup>3</sup>	24%	21.7%
% of persons w/disability	15.6%	13%
% households speaking language other than English	16%	22.3%
% individuals below poverty level	11.9%	13.3%

Source: American Community Survey 2005

Currently, about 10% of the population in King County is 65 years of age or older, but this is expected to increase to 15% by 2025. Population growth for people over 65 years of age is expected to outpace overall population growth. The number of people over 65 years of age is expected to increase by 36% between 2005 and 2015, whereas the overall population is expected to increase by 12%.

<sup>3</sup> Defined as age 18 or younger

**Figure ES- 4 Population Change 1990-2025: King County**

	1990	2000	2005	2015*	2025*
Total Population	1,507,305	1,737,034	1,851,128	2,080,093	2,318,368
Age 65+	165,957	181,772	186,090	252,535	355,497
% of Total	11%	10%	10%	12%	15%

\* Projected, by the Puget Sound Regional Council

## Summary of Existing Services

A variety of public transportation services, whether fixed route, paratransit, or other social service transportation services, are available to residents and visitors of King County, as described further in the plan.

## Unmet Transportation Needs

Several key themes and common areas of concern emerged in the review of previous planning documents, whether transportation services are needed for older adults, persons with disabilities, youth, low-income persons, or some combination of these population groups. Generally, service gaps were identified as:

- Persons are not able to get where they need to go, especially in areas outside the urban core. This is true whether fixed route, paratransit, or other specialized transportation is provided.
- Extended hours of service for all modes is needed.
- Paratransit programs do not always meet the needs of persons with disabilities in that trips need to be pre-scheduled, may not always be provided where or when the person needs to travel, and cannot guarantee timeliness.
- There is a need for personal services or facilities to address concerns about safety or comfort. Lack of awareness of cultural or language differences sometimes create barriers.
- Better access to the service is needed—both in terms of physical access to bus stops and in terms of access to information on how to use the system. Due to the growing immigrant population, information about transit services is needed in alternate languages.

Secondly, strategies or solutions mentioned for all population groups also recognize the need for creative and multi-modal approaches. Although a service gap may be specific to a particular fixed route system (i.e. service hours need to be expanded), the solution to address this gap may not be a fixed route solution. Rather, it may more appropriately be met through by expanding vanpool programs, establishing

specialized routes, improving access to automobiles, providing pedestrian enhancements, etc.

Finally, all the reports recognize there are competing needs with limited resources. This recognition prompts the need to promote efficiency, avoid duplication, maintain and protect existing services, and look at long-range solutions to sustain both existing and new “pilot” projects that may be grant funded.

## **Service Duplication**

For the most part, the above mentioned documents did not address service duplication; namely where providers may overlap their services. As described below, the most useful document for identifying potential service duplication is the King County Coordinated Special Needs Transportation Report completed in 2005. This effort included a survey of some organizations and programs with a transportation component, and information was gathered about the populations served, service areas, and trip purposes.

From this report, it is possible to glean that some agencies overlap in the clientele or type of service that is served; for example, multiple agencies may serve seniors or persons with disabilities, or provide trips for medical purposes. This in and of itself does not necessarily indicate, however, that services are duplicated. In fact, some smaller programs may fill a certain niche by providing specialized services that are not otherwise available, for example by providing a level of service above and beyond that minimally required by the Americans with Disabilities Act (ADA), or by providing services during hours when ADA paratransit is not available, or where it is not available.

## **Identification of Potential Projects**

In order to identify potential projects eligible to receive federal funding and respond to the identified unmet transportation needs, two Calls for Projects were issued to a potential sponsors to solicit ideas for new projects. Thirty-one project ideas were submitted; of these, 27 non-duplicative projects were compared to the goals the original goals and objectives adopted for this plan. Those that address or promote one or more of the goals are considered endorsed, and eligible for further funding consideration. The list of projects submitted and their proposed endorsement status is included as Appendix C.

## **Next Steps**

While the current focus of the Steering Committee and staff has been to complete the current (FY 2007) Plan in order to receive applicable federal funds, the opportunity also exists to look ahead in order to build upon these initial discussions, and to develop a more robust approach to enhancing service coordination.

Extending the planning effort already established in King County could provide the opportunity to more thoroughly examine and evaluate a number of strategies that could prove most feasible to implement locally. Examples of such implementation strategies are described below. Members of the Steering Committee were asked to rank these strategies in order to determine which strategy or strategies (or others they may identify) are considered most fruitful to pursue upon completion of this interim plan. They are listed in rank order, as indicated by the Steering Committee.

### **(1) Revisions to existing policies, regulations, legislation**

The purpose of this strategy is to identify and seek to mitigate regulatory barriers which are preventing coordination from occurring at the state, federal, and local levels. Such remedies could include administrative or policy revisions, or introduction of new legislation.

### **(2) Coordinated Planning**

One primary advantage to coordinating human service transportation services is that it can result in joint ownership and funding of services. Often, however, reporting and budget requirements for transportation and social service agencies are not developed in concert. Numerous possibilities exist to strengthen the planning functions for both transportation and social service agencies to result in a more inclusive and holistic approach.

### **(3) Operational Improvements**

Pursuing operational improvements could provide an opportunity to examine whether there are duplicative services that could be combined or consolidated, or whether there are some functional activities (such as vehicle purchasing, maintenance, trip scheduling) that could be centralized or managed more efficiently.

### **(4) Develop networks to serve currently unserved/underserved areas and populations**

Develop partnerships between agencies and organizations to provide transportation to Unserved and underserved areas and populations of King County. These partnerships would seek low-cost options that help residents with special transportation needs by connecting the user to quality-of-life services.

### **(5) Enhanced Use of Technology**

A number of technological advances could serve to enhance coordination if systematically and consistently implemented. Examples include use of consistent (or compatible) scheduling software programs, use of “smart card” technology that would allow for and report on multiple funding sources, etc.

## Continuation Work Plan

To conclude this planning effort, local King County stakeholders will next consider how best to advance the progress made over the past few months. A first step will be to identify a sponsor to maintain “ownership” of the plan once this initial plan is adopted by PSRC. The consultant team will be working with the Steering Committee and PSRC to develop a continuation work plan for 2007 and beyond.





## Chapter 1. Introduction/Background

This King County 2007 Coordinated Special Needs Transportation Plan has been developed through the sponsorship of the Puget Sound Regional Council (PSRC) on behalf of the King County community. PSRC serves as the Metropolitan Planning Organization for the four-county Puget Sound Region, which encompasses Kitsap, Pierce, and Snohomish Counties in addition to King County. Four separate countywide plans are being prepared to satisfy the federal requirements described below, with the goal of consolidating them into a single regional coordinated transportation plan for ultimate adoption by the PSRC.

On August 10, 2005, President Bush signed into law the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, commonly referred to as SAFETEA-LU. SAFETEA-LU authorized the provision of \$286.4 billion in guaranteed funding for federal surface transportation programs over six years through Fiscal year 2009, including \$52.6 billion for federal transit programs.

Starting in Fiscal Year 2007, projects funded through three programs included in SAFETEA-LU, including the Job Access and Reverse Commute Program (JARC, Section 5316), New Freedom (Section 5317) and the Formula Program for Elderly Individuals and Individuals with Disabilities (Section 5310) are required to be derived from a locally developed, coordinated public transit-human services transportation plan. SAFETEA-LU guidance issued by the Federal Transportation Administration (FTA) indicates that the plan should be a “unified, comprehensive strategy for public transportation service delivery that identifies the transportation needs of individuals with disabilities, older adults, and individuals with limited income, laying out strategies for meeting these needs, and prioritizing services.”<sup>1</sup>

The three funding programs focus on the needs of persons with special transportation needs that cannot be met through traditional means (access to automobile or public transportation). For purpose of this plan, the (State of Washington) statutory definition of people with special transportation needs is used: “those people, including their attendants, who because of physical or mental disability, income status, or age, are unable to transport themselves or purchase transportation.”<sup>2</sup>

## Funding Sources/Description of Types of Projects That Can Be Funded

As mentioned, three sources of federal funds are subject to this plan, and projects funded with those grant funds are required to be selected through a competitive

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<sup>1</sup> Federal Register: March 15, 2006 (Volume 71, Number 50, page 13458)

<sup>2</sup> RCW 47.06B

process, and derived from this coordinated planning effort. Many, if not all, of the suggested strategies and solutions could be structured to take advantage of available program funds. The sources of funds and examples of eligible projects are described below:

### **Job Access and Reverse Commute (JARC)**

The purpose of the JARC program is to fund local programs that offer job access services for low-income individuals. JARC funds are distributed to states on a formula basis, depending on that state's rate of low-income population. This approach differs from previous funding cycles, when grants were awarded purely on an "earmark" basis. JARC funds will pay for up to 50% of operating funds to support the project budget, and 80% for a capital project. The remaining funds are required to be provided through local match sources.

Examples of eligible JARC projects include:

- Late-night and weekend service
- Guaranteed Ride Home Programs
- Vanpools or shuttle services to improve access to employment or training sites
- Car-share or other projects to improve access to autos
- Access to child care and training

### **New Freedom Program**

The New Freedom Program provides funding to serve persons with disabilities. Overall, the purpose of the program is to go "beyond" the minimal requirements of the ADA. Funds are distributed to states based on that state's population of persons with disabilities. The same match requirements as for JARC apply for the New Freedom Program.

Examples of eligible New Freedom Program projects include:

- Expansion of paratransit service hours or service area beyond minimal requirements
- Purchase of accessible taxi or other vehicles
- Promotion of accessible ride sharing or vanpool programs
- Administration of volunteer programs
- Building curb-cuts, providing accessible bus stops
- Travel Training programs

## **Elderly and Disabled Program (Section 5310)**

Funds for this program are again allocated by formula to states for capital costs of providing services to elderly persons and persons with disabilities. Typically, vans or small buses are available to support non-profit transportation providers. A 20% local match is required.

In addition to grant programs administered by FTA, other federal, state and local agencies as well as non-profit organizations provide grants to improve transportation for those with special needs. A coordinated plan allows the community to work together to access these resources.

## **Project Goals**

The overarching goal of this planning effort is to respond both to SAFETEA-LU and the State of Washington requirements for receiving federal and state funds. The Washington State Department of Transportation (WSDOT) serves as the designated recipient for these—and other—federal funds intended for rural areas and small urban areas in the state, and, in turn distributes them to local entities through a competitive grant process. WSDOT also administers the Section 5310 Program throughout the state. WSDOT is requiring that projects funded through the next funding cycle, effective July 1, 2007, be derived from a coordinated plan.

Additionally, a goal for this plan is to provide an opportunity for a diverse range of stakeholders with a common interest in human service transportation to convene and collaborate on how best to provide transportation services for these targeted populations. Specifically, the stakeholders are called upon to identify service gaps and/or barriers, strategize on solutions most appropriate to meet these needs based on local circumstances, and prioritize these needs for inclusion in the plan.

Indeed, stakeholder outreach and participation is a key element to the development of this plan, and federal guidance issued by FTA specifically requires this participation, and recommends that it come from a broad base of groups and organizations involved in the coordinated planning process, including (but not limited to): area transportation planning agencies, transit riders and potential riders, public transportation providers, private transportation providers, non-profit transportation providers, human service agencies funding and/or supporting access for human services, and other government agencies that administer programs for targeted population, advocacy organizations, community-based organizations, elected officials, and tribal representatives.<sup>3</sup>

This document is intended both to capture those local stakeholder discussions, and to establish the framework for potential future planning and coordination activities.

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<sup>3</sup> Federal Register: March 15, 2006 (Volume 71, Number 50, pages 13459-60)

To guide the development specific to planning activities in King County, the following goals and strategic objectives have been agreed to by the Steering Committee overseeing development of the King County 2007 Coordinated Plan. These goals and objectives are consistent with the goals and objectives adopted by both Sound Transit and the PSRC after an extensive public outreach effort associated with developing their respective coordinated plans.

**Figure 1-1 Goals and Strategic Objectives for the King County 2007 Coordinated Plan as amended by Steering Committee “Mobility, Quality and Efficiency through Coordination”**

***“Mobility, Quality and Efficiency through Coordination”***

<p>Transportation Providers, purchasers, riders and the community at-large in King County will work together for mutual benefit to gain economies of scale, eliminate duplication, expand service, and improve the quality of service to address the transportation needs special needs populations of King County.</p>		
<b>Put People First<sup>4</sup></b>	<b>Move People Efficiently</b>	<b>Move More People</b>
<b>Goal 1:</b> Improve availability, safety, ease of use and affordability of special needs transportation services within existing budget constraints by...	<b>Goal 2:</b> Maximize the resources available for special needs transportation through coordination in planning, service delivery and reporting by...	<b>Goal 3:</b> Increase use of lower cost trip options – such as buses, trains and ride/vehicle share programs – by seniors, children and youth, people with disabilities, and people living on limited incomes by...
<input type="checkbox"/> <b>Better Connections:</b> Increase and improve connections to and within the local and regional transportation systems for everyone.	<input type="checkbox"/> <b>Infrastructure Changes:</b> Develop planning, operational, and reporting tools that encourage dialogue, identify where common standards apply, and clarify opportunities for coordination.	<input type="checkbox"/> <b>Targeted Outreach:</b> Provide targeted marketing and travel training towards people with disabilities, low income people, non-English speaking people, seniors, and children and youth.
<input type="checkbox"/> <b>Seamless Fares:</b> Work towards a fare structure that makes it easy for a rider to pay for local and regional travel among the different transportation modes, including specialized transportation.	<input type="checkbox"/> <b>Integrated Planning:</b> Incorporate special needs transportation plans into state, regional and local planning efforts that have an impact on the ability of people to engage in the community.	<input type="checkbox"/> <b>Clarified Service Options:</b> Improve rider and provider understanding of transportation service levels based on different parts of King County and the region. Service agencies should seek input from their riders and other constituents on service needs.
<input type="checkbox"/> <b>Better Amenities and Planning Tools:</b> Improve functionality and use of existing local and regional transfer stops, trip planning websites, and ride and vehicle share programs.	<input type="checkbox"/> <b>Making Providers Available:</b> Encourage development of transportation provider networks to all groups.	<input type="checkbox"/> <b>More People Helping:</b> Help case managers and service providers refer clients to the most cost effective and appropriate mobility option.

<sup>4</sup> This row, and the row below it, states the 3 GOALS of the Coordinated Plan. The balance of the table sets forth the 9 Strategic Objectives of the Coordinated Plan—there are 3 Strategic Objectives related to each GOAL, as set forth below and in the same column as each GOAL.

## Human Service Transportation Coordination

The requirements of SAFETEA-LU build upon previous federal initiatives intended to enhance transit and human service transportation coordination. Among these are:

*Presidential Executive Order:* In February 2004, President Bush signed an Executive Order establishing an Interagency Transportation Coordinating Council on Access and Mobility to focus 10 federal agencies on the coordination agenda. It may be found at [www.whitehouse.gov/news/releases/2004/02/20040224-9.html](http://www.whitehouse.gov/news/releases/2004/02/20040224-9.html)

*A Framework for Action:* The Framework for Action is a self-assessment tool that states and communities can use to identify areas of success and highlight the actions still needed to improve the coordination of human service transportation. This tool has been developed through the United We Ride initiative sponsored by FTA, and can be found on FTA's website: [www.fta.dot.gov/CCAM/www/index.html](http://www.fta.dot.gov/CCAM/www/index.html)

### **Medicaid Transportation Initiatives:**

(1) Transit Passes: Federal regulations require that Medicaid eligible persons who need transportation for non-emergent medical care be provided transportation. For many people, the most cost-effective way to provide this transportation is with public transportation. Medicaid rules now allow the purchase of a monthly bus pass as an allowable Medicaid program expense.

(2) Medicaid brokerages: Some states, including Washington, provide transportation services for Medicaid eligible persons through a brokerage arrangement. Typically, the broker will confirm the passenger's eligibility status, arrange for the trip through an appropriate vendor, and manage the fiscal oversight for the program.

*Previous research:* Numerous studies and reports have documented the benefits of enhanced coordination efforts among federal programs that fund or sponsor transportation for their clients.<sup>5</sup>

Incentives to coordinate human services transportation programs are defined and elaborated upon in these documents. Coordination can enhance transportation access, minimize duplication of services, and facilitate cost-effective solutions with available resources. Enhanced coordination also results in joint ownership and oversight of service delivery by both human service and transportation service agencies.

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<sup>5</sup> Examples include United States General Accounting Office (GAO) reports to Congress entitled Transportation Disadvantaged Populations, Some Coordination Efforts Among Programs Providing Transportation, but Obstacles Persist, (June 2003) and Transportation Disadvantaged Seniors—Efforts to Enhance Senior Mobility Could Benefit From Additional Guidance and Information, (August 2004).

## Washington State Coordination Efforts

In Washington, the Agency Council on Coordinated Transportation (ACCT) is a partnership of members from the legislature, state agencies, transportation providers and consumer advocates whose mission is to direct and promote activities that efficiently use all available state and community resources for special needs transportation across the state. ACCT was created by the legislature in 1998 to facilitate coordination and eliminate cross-jurisdictional and government program barriers to transportation. ACCT is taking a lead role to work with transportation providers and planning organizations throughout the state to implement the new federal planning requirements.

Throughout the State of Washington, countywide coordination groups have been established to promote coordination efforts specific to their service areas. These groups were established under the purview of the ACCT. While this planning framework preceded the coordinated planning requirement of SAFETEA-LU, many areas of the state have found these groups to be the ideal setting for developing the coordinated plan.

While many agencies and organizations in King County have coordinated transportation for some time, no state recognized coordinated planning group has existed. This is in due in part that King County did not pursue funding sources that required a formal coordinated planning be established. However, for some time, the Seattle – King County Area Agency on Aging provided a forum for discussing coordination in special needs transportation. This group was called the King County Key Partners in Transportation. It represented a wide spectrum of agencies and organizations concerned about improving transportation for those with special needs. This forum has evolved to reflect the current federal planning requirements. As such, the group has been expanded to represent a broad range of individuals, agencies and organization concerned about special needs transportation. This group has provided feedback into the current planning effort and more importantly, will be pivotal in informing and developing the longer-range planning effort that will ensue next year.

As a means of providing more efficient, cost-effective non-emergency medical transportation, Washington converted its transportation program into a brokerage service model. The Medicaid brokerage system has been able to keep transportation costs down by coordinating transportation services with other State agencies. Nine regional brokerage agencies are contracted to provide transportation services to 13 separate regions. Washington has been successful in providing expanded and effective access to medical services and is recognized as a model for other brokerage programs across the country. Staff representatives from Hopelink, the Medicaid brokerage serving residents of King County, actively participated in this planning effort.

In addition to the local, county-wide efforts to coordinate special needs transportation, the entire region has also been working on cross-jurisdictional transportation needs throughout the Puget Sound Region. With the leadership of Sound Transit, this planning process began in January 2005, including Pierce, Snohomish and King Counties. With the advent of the SAFETEA-LU regulations, the Puget Sound Regional Council was designated the role of administering the competitive process for SAFETEA-LU dollars and developing a regional coordinated transportation plan. Since Sound Transit and the local coalition had already made a head start in this direction, PSRC incorporated the regional and local plans into one document, expanded it to include Kitsap County, and ensured it complied with the SAFETEA-LU regulations.



## Chapter 2. Stakeholder Participation and Public Outreach

Stakeholder participation and public outreach occurred in a number of ways, as described below. Detailed documentation of these efforts is included as Appendix A to this report.

### Interim and Formal Project Steering Committees

In the spring of 2006, a small group of stakeholders began meeting informally to discuss the process by which a King County coordinated plan could be developed consistent with the requirements of the SAFETEA-LU legislation. Core stakeholders included staff from King County Metro, King County Department of Community and Human Services, City of Seattle Human Services Department Division on Aging and Disability Services, United Way of King County, Hopelink (Medicaid broker), Sound Transit, and the Puget Sound Regional Council.

After some months of discussion, the Puget Sound Regional Council (PSRC) agreed to sponsor a new inter-jurisdictional committee to oversee development of the coordinated plan for King County, including serving as host agency for a consultant contract to be funded by contributions from several stakeholders.

A Request for Qualifications (“RFQ”) for consultant services was issued by PSRC in late June, 2006, with a submittal deadline of July 3. A consultant team was selected in mid-July by an inter-jurisdictional staff review team.

The Consultant Team recommended, and it was agreed, to expand the group of stakeholders to include an additional city representative from outside the City of Seattle. Staff from Bellevue were contacted and agreed to serve on the “Interim Steering Committee,” together with the other stakeholders noted above. The revised Interim Steering Committee continued to meet through August and September, and made a number of decisions regarding both process and substance for completing the Plan on a timely basis.

The Interim Steering Committee developed a recommended structure for composition of the formal Steering Committee to oversee plan development. The goal was to include a broad array of interests including special needs transportation service providers, clients, and funders, from both the governmental, non-profit, and for-profit sectors and to ensure geographic diversity in representation on the Committee. The composition, by agency affiliation, of Steering Committee members is set forth in Figure 2-1.

**Figure 2-1 Composition of Formal Steering Committee**

<b>Affiliation</b>
King County Department of Community and Human Services
King County Metro Transit
Seattle City Representative
Eastside/North-end City Representative
South County City Representative
Sound Transit
Medicaid Broker ( <i>Hopelink</i> )
Business / Employer Representative
System User Representative ( <i>Chair of Accessible Services Advisory Council</i> )
System User Representative ( <i>Chair of Developmental Disabilities Council</i> )
Taxis / for-profit transportation representative
Non-profit transportation agency
Non-profit human services agency (elderly / disabled)
Non-profit human services agency (low income)
Youth / Children Advocate/ Service representative
Rural services representative
Affordable housing representative
United Way of King County
Hospital representative
DSHS Region 4 Representative
Job Access Reverse Commute planning committee representative
School District Transportation Programs ( <i>appointed by Puget Sound Educational Service District</i> )
Faith based organizations representative ( <i>appointed via Church Council</i> )
PSRC (non-voting)

The Executive Director of PSRC requested concurrence from his colleagues (King County Executive, Executive Director of United Way of King County, and Executive Director of Sound Transit) to support the composition of a formal Steering Committee described above to guide the development of the planning process. Invitations were

forwarded to Steering Committee candidates, and the Committee first met on October 6, convened regularly throughout the development of the plan, and took action on the following key points:

- Adoption of Vision Statement and Project Goals and Objectives
- Review and Concurrence of Plan Outline and Preliminary Needs Assessment
- Adoption of Project List and Endorsement Status
- Adoption of Implementation Strategies

In addition to the Interim and Formal Steering Committees, a Technical Team was formed, consisting of staff from Metro Transit, and PSRC. The Technical Team was designed to provide in-kind support to the project overall, and to work closely with the Consultant Team.

## Public Outreach

It is important to note that this planning effort builds upon a number of recently completed planning initiatives (see Chapter 3, documents included in Gap Analysis). As described, each of those plans or studies was prepared with input from a variety of constituency groups of concern to this plan.

In November, 2007 a flier describing the highlights (presenting an overview) of the King County Coordinated Special Needs Transportation Plan was distributed by mail to over 400 agencies and membership organizations, as well as to local jurisdictions throughout King County. Additionally, an e-mail reminder was sent to a distribution list of agencies and organizations that had previously participated in meetings around countywide coordination.

The flier summarized the plan's goals, objectives and strategies and asked for comments on the draft plan. As a result of this outreach, three comments were received. One comment expressed concerns about paratransit service, another stated the need for options for those not currently served and the third stated support for coordinated planning and noted that implementation would be critical.

A copy of the flier and the comments is in Appendix A.



## Chapter 3. Project Methodology

The following section of the report describes the steps undertaken to support the key findings and recommendations emerging from this plan.

### **Demographic Profile and Maps**

A demographic profile of King County was prepared using census or other relevant data as referenced in the document. This step establishes the framework for better understanding the local characteristics of the study area, with a focus on the population groups subject to this plan: persons with disabilities, older adults, children and youth, and those of low-income status.

The King County base map data was acquired from the GIS/Cartography section of the Washington State Department of Transportation. All demographic data was acquired from the U.S. Census Department (2000).

### **Document Existing Transportation Services**

This step involves documenting the range of public transportation services that already exist within King County. These services include public fixed route and dial-a-ride (paratransit) services, vanpool services, and transportation services provided or sponsored by other social service agencies. Sources consulted were: Washington State Summary of Public Transportation—2005, Washington State Department of Transportation Public Transportation and Rail Division, internet sites for King County Metro and Sound Transit, and the King County Coordinated Special Needs Transportation: Transportation Needs and Options for Older Adults & People with Disabilities, prepared in May 2005.

### **Unmet Needs Analysis/Service Overlap**

An important step in completing this plan includes the identification of service needs or gaps. The needs assessment provides the basis for recognizing where—and how—service for the three population groups needs to be improved. In some cases, maintaining and protecting existing services is identified as a service need.

The needs assessment for this plan was derived through a review of previously conducted studies or reports that addressed transportation needs for constituents of concern for this plan: youth, older adults, persons with disabilities, and persons of limited income. No new data collection or research was conducted. Documents reviewed include:

- King County Metro Accessible Services Advisory Committee's Report and Recommendations of the Special Needs Transportation Task Force
- King County Coordinated Special Needs Transportation, Transportation Needs and Options for Older Adults & People with Disabilities, May 2005

- City of Bellevue 2005-06 Human Services Needs update
- City of Bellevue City of Bellevue Parks & Community Services Senior Service Vision 2004-2009
- Area-Wide Job Access and Reverse Commute Plan 1998-2005, prepared by PSRC Puget Sound Regional Council, Regional Coordinated Human Services and Public Transit Transportation Plan
- Sound Transit, United We Ride in Puget Sound, September 2006
- Puget Sound Regional Council Coordinated Human Services and Public Transportation Plan (Draft Executive Summary dated July 19, 2006)
- McKinney Vento Transportation Demonstration Project Evaluation, September 2006

### **Identification/Endorsement of Potential Projects**

Coupled with the need to identify service gaps is the need to identify corresponding potential projects intended to address service deficiencies. During the preparation of this plan, steps were taken, as described in this report, to solicit a wide range of projects that could be funded through the competitive funding processes being conducted by the Puget Sound Regional Council and Washington State Department of Transportation.

### **Stakeholder Involvement/Public Outreach**

Stakeholder involvement was solicited and encouraged in a number of ways, and is described in detail in Chapter 2 of this report. Appendix A also provides additional detail on the content of stakeholder meetings, and the process used to solicit input from members of the public.

## Chapter 4. Study Area Description

King County is located along the eastern edge of Puget Sound in the State of Washington (see Figure 4-4). It covers 2,134 square miles, which accounts for only 3.0% of the total land area of Washington State (71,303 square miles), yet its population of 1.73 million people accounts for 28% of the statewide population. King County is the most populous county in the State.

Seattle is the largest city in King County, with a population of 537,000 (est. 2005). The greater Seattle metropolitan area has approximately 3.2 million people, which includes a significant population beyond King County, in Snohomish, Kitsap, and Pierce Counties. Other cities in King County with a population of 50,000 or more are Bellevue, Federal Way, Kent, Shoreline, and Renton. Notably, 350,000 people live in unincorporated areas of King County, including 118,000 people living in rural King County, which may limit their access to municipal services, including transportation.

### Population

**Figure 4-1 Basic Population Characteristics (2005)**

	Washington State	King County
Total Population	6,146,338	1,737,034
% of state population		28.3%
% persons aged 65+	11.1%	10.2%
% of children/youth <sup>1</sup>	24%	21.7%
% of persons w/disability	15.6%	13%
% households speaking language other than English	16%	22.3%
% individuals below poverty level	11.9%	13.3%

Source: American Community Survey 2005

Currently, about 10% of the population in King County is 65 years of age or older, but this is expected to increase to 15% by 2025. Population growth for people over 65 years of age is expected to outpace overall population growth. The number of people over 65 years of age is expected to increase by 36% between 2005 and 2015, whereas the overall population is expected to increase by 12%.

<sup>1</sup> Defined as age 18 or younger

**Figure 4-2 Population Change 1990-2025: King County**

	1990	2000	2005	2015*	2025*
Total Population	1,507,305	1,737,034	1,851,128	2,080,093	2,318,368
Age 65+	165,957	181,772	186,090	252,535	355,497
% of Total	11%	10%	10%	12%	15%

\* Projected, by the Puget Sound Regional Council

## Disabilities

The definition of “disability” varies; for this project, information cited is consistent with definitions reported in the Census 2000. The Census 2000 included two questions with a total of six subparts with which to identify people with disabilities.<sup>2</sup> It should be noted that this definition differs from that used to determine eligibility for paratransit services required by the Americans with Disabilities Act (ADA). To qualify for ADA paratransit services, an individual’s disability must prevent them from independently being able to use the fixed-route transit service, even when the vehicle itself is accessible to persons with disabilities (i.e. lift or ramp-equipped. )

Sixteen percent of the population was identified as disabled in the 2000 US Census. This is consistent with the entire State of Washington, in which 15.6% of the population was identified as disabled. As shown in Figure 4-6, areas with higher than average levels of persons with disabilities include northeastern King County, areas south of Snoqualmie, and several smaller areas in and near the City of Seattle, including especially the southeastern area of Seattle.

## Income Status

Census data for Washington State is not defined geographically by city, but by Census County Divisions (CCD)<sup>3</sup>. According to 2005 US Census data, 13.3% of all individuals in King County live in poverty, compared to 12% statewide. 2005 federal poverty guidelines are as follows:

<sup>2</sup> These questions were: 18. Does this person have a physical, mental, or other health condition that has lasted for 6 or more months and which (a) limits the kind or amount of work this person can do at a job? (b) prevents this person from working at a job? 19. Because of a health condition that has lasted for 6 or more months, does this person have any difficulty—(a) going outside the home alone, for example, to shop or visit a doctor’s office? (b) taking care of his or her own personal needs, such as bathing, dressing, or getting around inside the home?

<sup>3</sup> Census County Divisions (CCDs) are areas delineated by the U.S. Census Bureau, in cooperation with state officials and local officials for statistical purposes. CCDs have no legal function and are not governmental units. CCDs have been established for 21 states including Washington, where minority civil divisions (e.g. cities) have not been fully defined for Census purposes. Note that American Community Survey data (2005) is not available by CCD.



<b>Persons in family unit</b>	<b>Poverty guideline</b>
1.....	\$9,570
2.....	12,830
3.....	16,090
4.....	19,350

### **Access to a Vehicle**

Overall, only 6% of households in King County do not have access to a vehicle (US Census 2000). However, 22% of households with individuals 65 or older do not have access to a vehicle. Furthermore, certain areas, including the Seattle, Snoqualmie National Forest, and Issaquah Plateau CCDs all have particularly high percentages of households with individuals 65 or older that do not have access to a vehicle.

**Figure 4-3 Households without Access to a Vehicle**

	15 to 64 years	65 years and over
<b>Census County Division</b>		
Auburn	3%	14%
East Seattle	2%	12%
Enumclaw Plateau (South-Central King County)	1%	10%
Issaquah Plateau (East-Central King County)	2%	20%
Lower Snoqualmie Valley East King County)	1%	8%
Seattle	10%	26%
Snoqualmie National Forest	7%	21%
Tahoma-Maple Valley (Southeastern King County)	1%	4%
Upper Snoqualmie Valley (Northeastern King County)	2%	14%
Vashon Island	1%	7%
<hr/>		
King County	6%	22%
State of Washington	5%	18%

## Employment

King County, with 1.1 million jobs (est. 2005), is a major employment center for the State of Washington and the Pacific Northwest. Historically, the employment industry in King County was centered around resource extraction and shipping, with a large inland deep-water port provided by Puget Sound. Shipping and resource extraction remain an important employment sectors, but technology and the service sector have emerged as new employment sectors that currently provide a large proportion of jobs in the County, with high wages and salaries in the technology sector, but lower wages in the service sector.

Major non-governmental employers in King County include: the Boeing Corporation, Microsoft, Costco Wholesale, and Weyerhaeuser (forest products). Other key employers are the University of Washington, Alaska Air Group, Bank of America, the U.S. Postal Service, Nintendo, and Starbucks.

Many of these employers, such as Boeing, Microsoft, and the University of Washington, have highly centralized facilities. Companies such as Starbucks have corporate headquarters in King County and retail locations throughout the County and beyond.<sup>4</sup>

The following maps are provided to illustrate some demographic characteristics described in this report.

### **Figure 4-4: Study Area Map**

This map shows the extent of King County and its relationship to adjacent counties and Puget Sound. Note the high level of urbanization in the west, along Puget Sound and Lake Washington, and the significant proportion of eastern King County that is national forest.

### **Figure 4-5: Percent of Population with a Disability**

This map shows the percent of population indicating they had a disability, according to the US Census.

### **Figure 4-6: Percent of Households below the Poverty Level**

This map shows the percent of households with incomes below the federally-defined poverty level, by Census block group

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<sup>4</sup> Source: King County Government; Washington State Employment Security Department; and the Economic Development Council of Seattle and King County

**Figure 4-7: Percent of Occupied Housing Units with No Car Available**

This map shows the percent of households which do not have access to a vehicle. These households are generally concentrated in the more-urbanized western area of King County, but other scattered Census Block Groups throughout the county have significant percentage of households without access to a vehicle.

**Figure 4-8: Percent of Population 65 Years or Older**

This map shows the percent of population, by Census Tract, that is 65 years of age or older. The map indicates some areas in western King County having significantly higher percentage of seniors than other areas.

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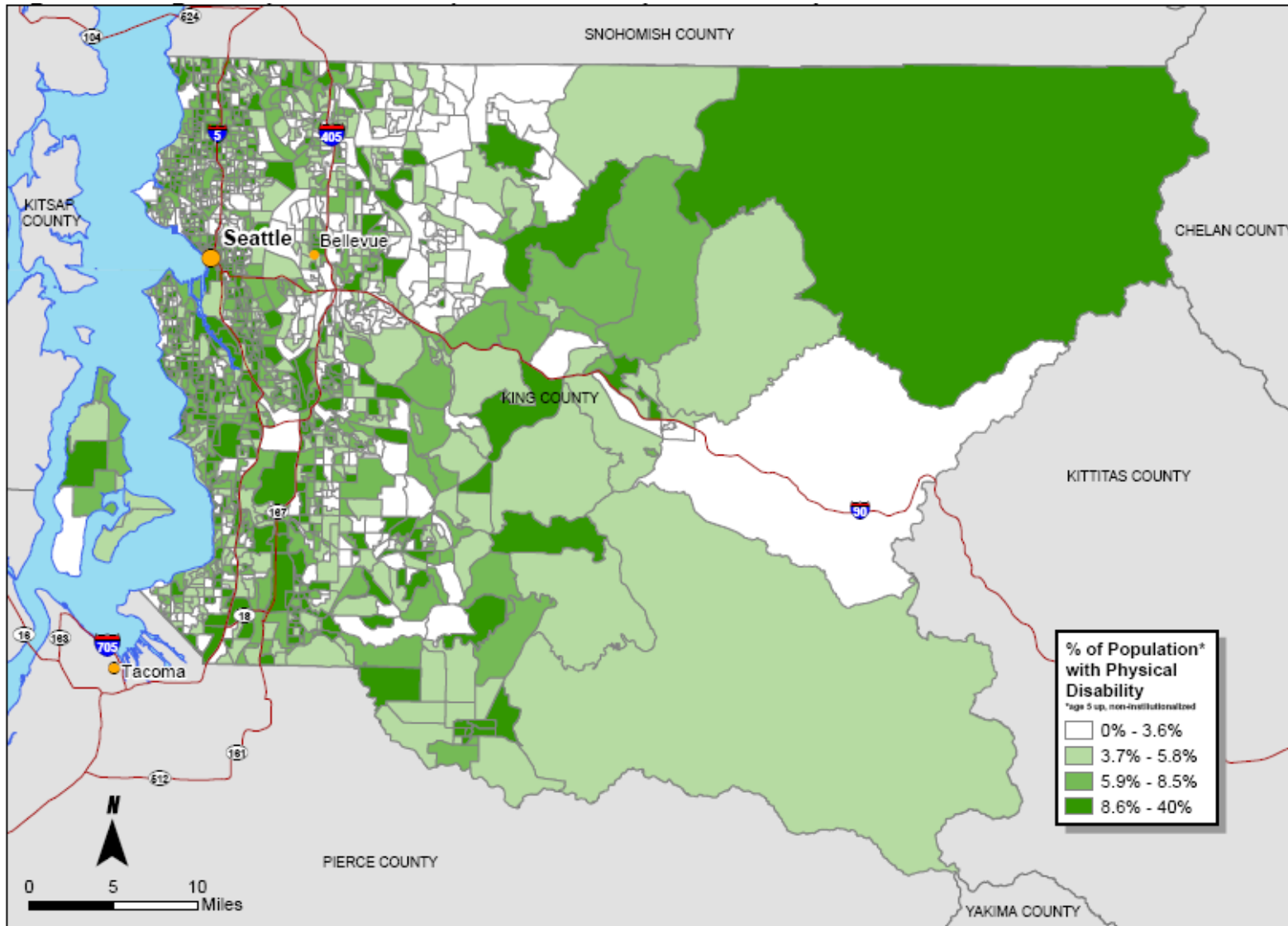
Figure 4-4 King County: Puget Sound Regional Council Study Area



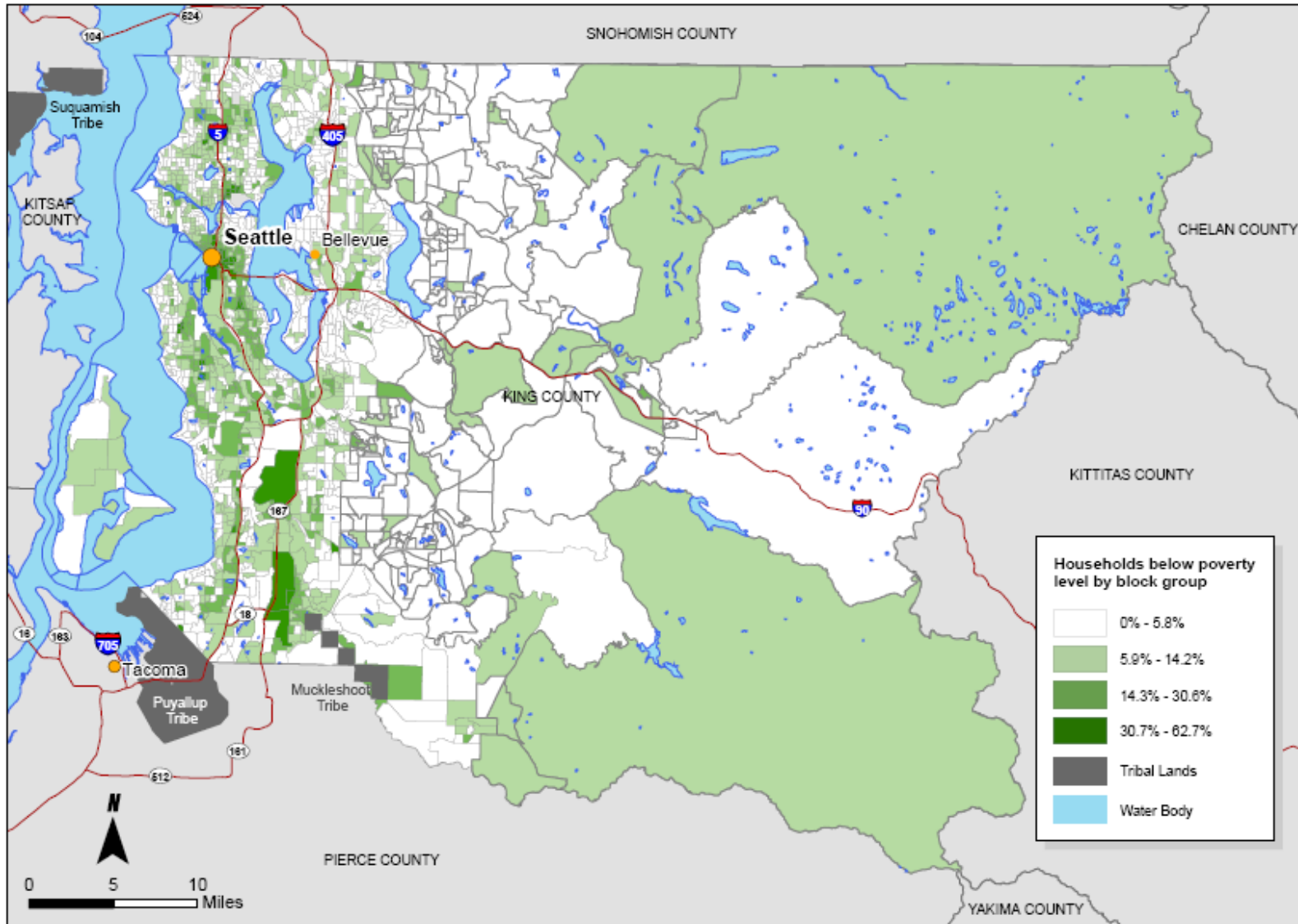
**Nelson Nygaard**  
consulting associates

GIS Data Source: Washington State DOT, King Co GIS Center  
Location: King County, Washington

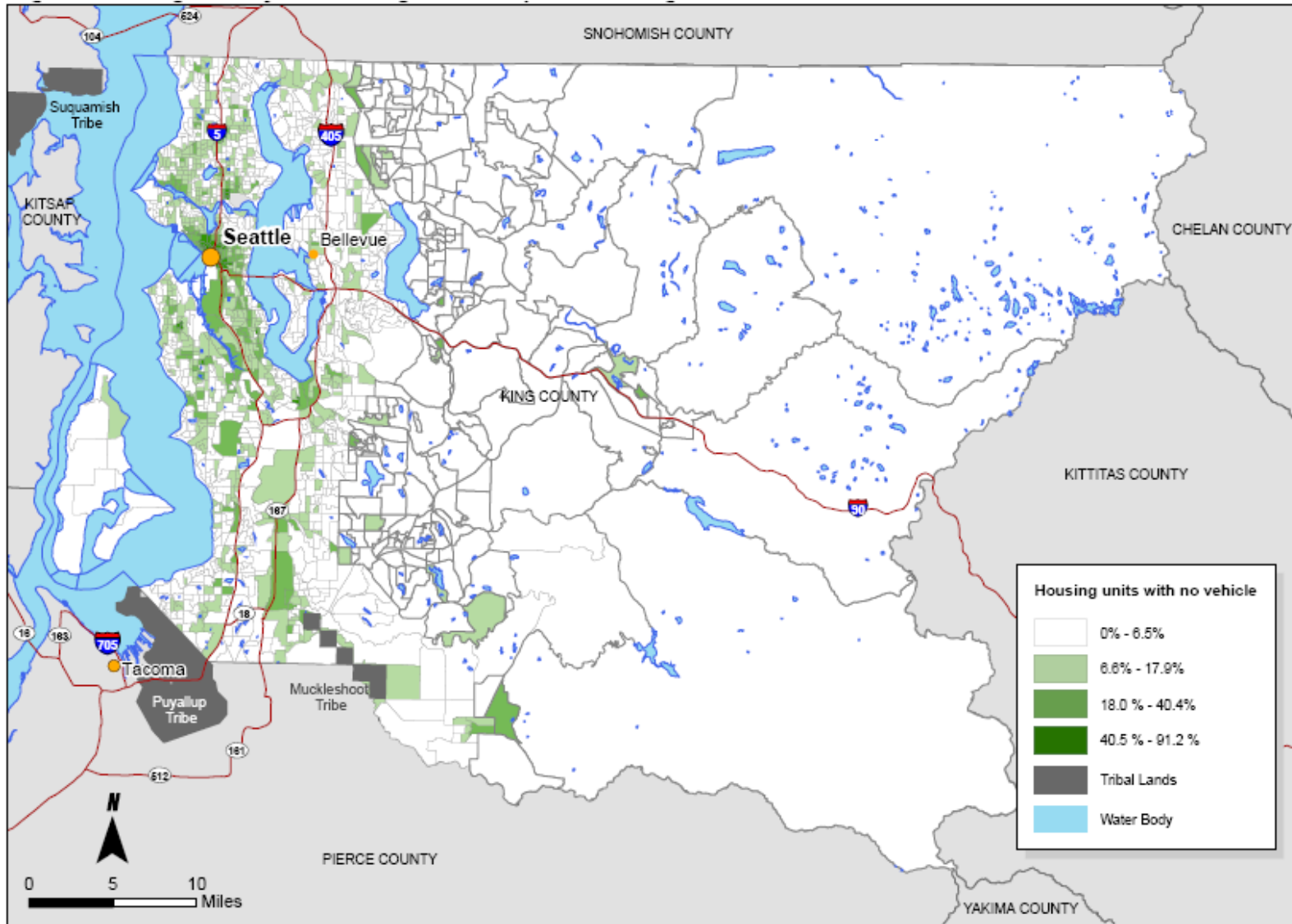
**Figure 4-5 King County: Percent of Population With Physical Disability**



**Figure 4-6 King County: Percent of Households Below The Poverty Level**



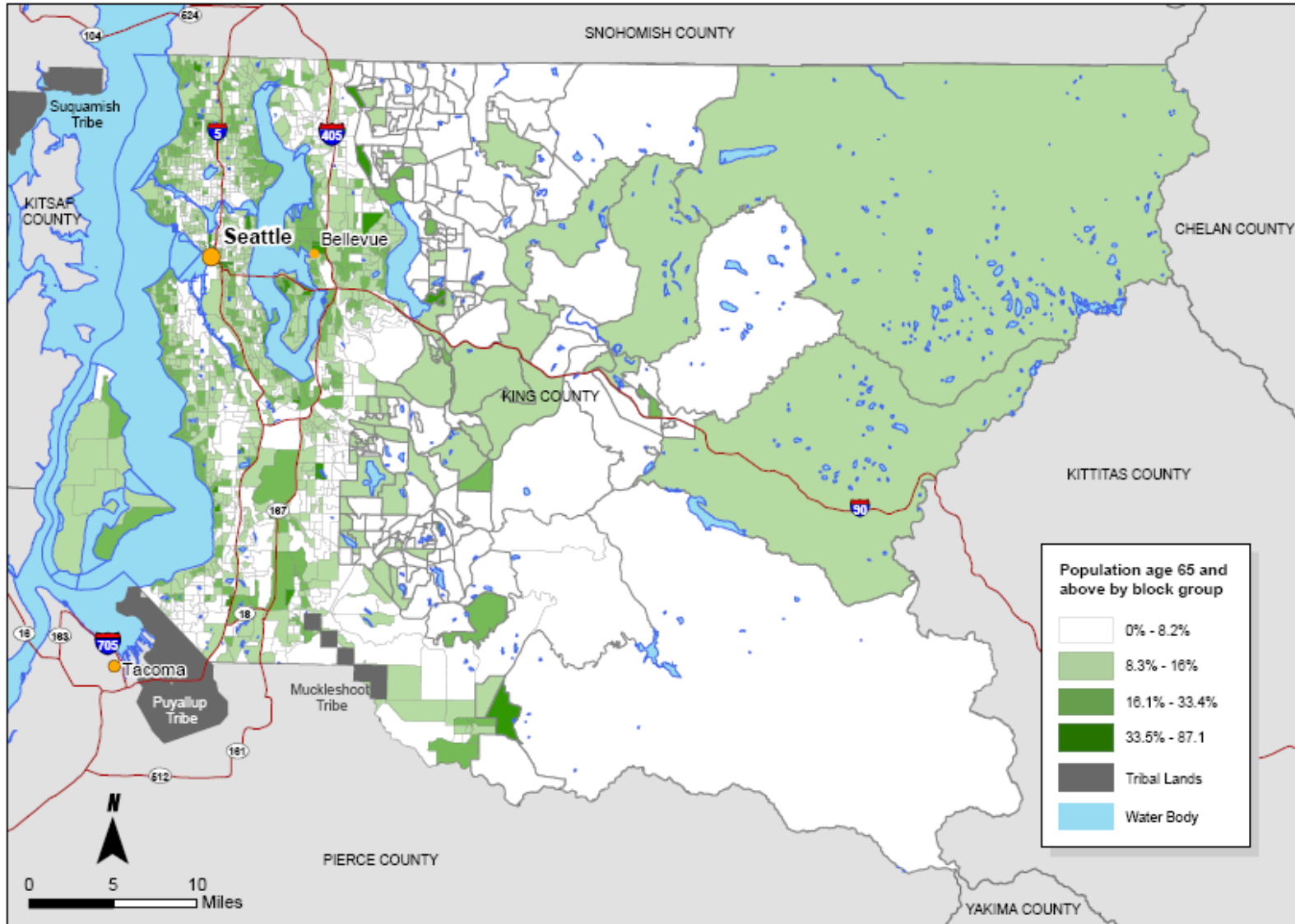
**Figure 4-7 King County: Percent of Occupied Housing Units With No Vehicle Available**



GIS Data Source: Census 2000  
Location: King County, Washington



Figure 4-8 King County: Percent of Population Age 65 and Above



GIS Data Source: Census 2000  
Location: King County, Washington

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## Existing Transportation Services in King County

A variety of public transportation services are available to residents and visitors of King County, as described below.

### **King County Metro**

King County Metro Transit (Metro) provides service along regular and commuter fixed routes, “Custom Bus” Routes, complementary ADA paratransit service, Dial-A-Ride Transit (DART), and the Seattle Waterfront Streetcar. Metro operates a fleet of about 1,300 vehicles – including standard and articulated coaches, electric trolleys, dual-powered buses, hybrid diesel-electric buses and streetcars – that serves an annual ridership of 100 million within a 2,134 square mile area.

Services are generally provided between 4:00 a.m. and 1:00 a.m. weekdays, and between 6:40 a.m. and 10:00 p.m. on Saturdays and Sundays.

Metro provides a variety of fixed route services, including

- 51 core city local routes within the City of Seattle
- 68 suburban local routes
- Two rural local routes
- One suburban intercity route
- Five rural intercity routes
- 14 core city commuter routes within the City of Seattle in addition to express route variants of 15 core city local routes
- 69 suburban commuter routes
- 22 “Custom Bus” routes providing fixed route service to schools and employment centers
- Six special late “night owl” routes serving Seattle between 2:00 a.m. and 4:00 a.m.
- Waterfront Streetcar service

Metro operates the largest publicly owned vanpool program in the country – with more than 600 vans making more than 2.9 million trips per year. More than 5,000 people use those vans every day. The regional ride-match system helps commuters form and sustain new carpools and vanpools in seven counties by matching names in a computer data base.

All Metro buses have wheelchair lifts or ramps and all routes and trips are accessible. ACCESS transportation service is available for persons with disabilities who are unable to use the regular fixed route system due to their disability. DART is a demand responsive transit alternative serving low-density suburban areas, with a fixed schedule that has the flexibility of picking up and dropping off passengers in a defined service area. Metro purchases ACCESS transportation services as well as DART services from private contractors.

## **Jobs Access Transportation Program**

The Jobs Access Transportation Program developed by the King County Department of Transportation is a comprehensive approach to providing transportation to transition low-income and welfare reform clients into employment. King County received \$740,500 from the Federal Transit Administration Jobs Access and Reverse Commute Programs for implementation of transportation programs for low-income and welfare recipients. The County partners with social service agencies, community based organizations, housing authorities, local jurisdictions and employers for the match.

The County created the Metro Jobs Access Transportation Program to:

- Make transit affordable for low-income and welfare recipients
- Improve access to information about transportation options, especially for non-English speaking clients.
- Provide personalized services to help individuals join or form carpools and vanpools.
- Develop transportation alternatives that better link low-income individuals to job centers
- Subsidize leased vans or establish vanpools with community agencies
- Partner with employers, jurisdictions, housing authorities and social service agencies on innovative transportation strategies for low-income

## **Intermodal Connections**

Most routes serving downtown Seattle have stops within a short distance of the King Street Station, where customers can board the Sound Transit commuter trains, or Amtrak passenger trains.

Metro coordinates fares, schedules and terminals with the Washington State Ferries to maximize ease of use and transfer. Metro buses serve the Colman Dock Ferry Terminal, the Fauntleroy ferry terminal in West Seattle, and service to Vashon Island.

Metro connects with Community Transit (Snohomish County) and Pierce Transit (Pierce County) in various locations throughout King County. There are multiple connections to Sound Transit Regional Express bus service throughout King County including major transit centers and park-and-ride facilities.

## **Sound Transit**

In November 1996, voters in the urban areas of King, Pierce and Snohomish counties approved the local taxes to create Sound Transit (ST). The agency's mission is to plan, build and operate regional transit systems and services to improve mobility for Central Puget Sound. The system includes: high-occupancy vehicle (HOV) lane access improvements; ST Express bus routes; Sounder commuter rail; Link light rail and new park-and-ride lots and transit centers. Service elements include:

### **Sounder Commuter Rail**

An 82-mile commuter rail system with 12 stations using existing railroad tracks between Everett, Seattle, Tacoma and Lakewood.

#### *Link Light Rail*

- The initial segment of the Central Link light rail line, currently under construction, is a 14-mile route that connects downtown Seattle and Southeast Seattle with a South 154th Street Station in Tukwila near the Seattle-Tacoma International Airport.
- Airport Link is a 1.7-mile route that will connect the initial segment to the airport.
- The 1.6-mile Tacoma Link light rail line opened in August of 2003 and connects the downtown Tacoma business, theater and university districts to the new Tacoma Dome Station.

#### *ST Express Bus and Facilities*

- New ST Express bus routes connect cities and suburbs throughout the region and link with other local and regional transit services.
- Sound Transit is funding freeway HOV direct access ramps to ensure fast and reliable local and regional bus service, encourage carpool and vanpool use and eliminate the need for buses and carpools to weave through general traffic at freeway entrances and exits.
- Transit centers, park-and-ride lots, and pedestrian and bicycle improvements provide local access to the regional transit network.

## **Other Transit Agencies**

Other transit agencies that link their services with those of King County Metro Transit include Pierce Transit, Community Transit, Kitsap Transit, Everett Transit, and the Washington State Ferry System.

## **Human Service Transportation Agencies**

One previous planning effort (Transportation Needs and Options for Older Adults & People with Disabilities, May 2005) referred to for this plan included the development of an inventory of the existing transportation resources in King County. An on-line survey was developed to collect information from the service providers. Approximately 1,700 organizations and programs were first identified as having a transportation role; of these, 254 submitted responses, including service organizations, faith based organizations, private for profit entities, residential facilities, public transit programs, senior centers/programs, colleges and universities, community action programs, school districts, low-income housing projects, child care centers, veteran's organizations, and head start programs.

Information about each provider, including the type of service provided and other relevant information, is housed on a web site: [Findaride.org](http://Findaride.org), which is sponsored by Sound Transit.

## **Medicaid Transportation**

Within King County, the private non-profit agency Hopelink serves as the Medicaid broker. Under contract with the Department of Social and Health Services' Medical Assistance Administration (MAA), Hopelink coordinates transportation to and from medical appointments for low income residents on Medicaid assistance. Hopelink uses contracted providers, fixed route transit passes, gas cards, mileage reimbursement and volunteers to provide service.

## Chapter 5. Unmet Transportation Needs/Service Overlap and Potential Service Strategies

An important element of this planning effort is to identify unmet transportation needs within King County, as well as service redundancy. This analysis was conducted through a review of previously conducted studies or plans that examined the unmet transportation needs of the constituents of concern for this plan: youth, older adults, persons with disabilities, and persons of limited-income. No new analysis was conducted for this plan. Documents reviewed include:

- King County Metro Accessible Services Advisory Committee's Report and Recommendations of the Special Needs Transportation Task Force
- King County Coordinated Special Needs Transportation, Transportation Needs and Options for Older Adults & People with Disabilities, May 2005
- City of Bellevue 2005-06 Human Services Needs update
- City of Bellevue City of Bellevue Parks & Community Services Senior Service Vision 2004-2009
- Area-Wide Job Access and Reverse Commute Plan 1998-2005, prepared by PSRC Puget Sound Regional Council, Regional Coordinated Human Services and Public Transit Transportation Plan
- Sound Transit, United We Ride in Puget Sound, September 2006
- Puget Sound Regional Council Coordinated Human Services and Public Transportation Plan (Draft Executive Summary dated July 19, 2006).
- McKinney Vento Transportation Demonstration Project Evaluation, September 2006

A detailed description of each document reviewed for this analysis is included as Appendix B.

In reviewing the documents, and from subsequent comments received from project stakeholders, several key themes and common areas of concern emerged, whether transportation services are needed for older adults, persons with disabilities, youth, low-income persons, or some combination of these population groups. Generally, service gaps were identified as:

- Persons are not able to get where they need to go, especially in areas outside the urban core. This is true whether fixed route, paratransit, or other specialized transportation is provided.
- Extended hours of service for all modes is needed.

- Paratransit programs do not always meet the needs of persons with disabilities in that trips need to be pre-scheduled, may not always be provided where or when the person needs to travel, and cannot guarantee timeliness.
- There is a need for personal services or facilities to address concerns about safety or comfort. Lack of awareness of cultural or language differences sometimes create barriers.
- Better access to the service is needed—both in terms of physical access to bus stops and in terms of access to information on how to use the system. Due to the growing immigrant population, information about transit services is needed in alternate languages.

Secondly, strategies or solutions mentioned for all population groups also recognize the need for creative and multi-modal approaches. Although a service gap may be specific to a particular fixed route system (i.e. service hours need to be expanded), the solution to address this gap may not be a fixed route solution. Rather, it may more appropriately be met through by expanding vanpool programs, establishing specialized routes, improving access to automobiles, providing pedestrian enhancements, etc.

Finally, all the reports recognize there are competing needs with limited resources. This recognition prompts the need to promote efficiency, avoid duplication, maintain and protect existing services, and look at long-range solutions to sustain both existing and new “pilot” projects that may be grant funded.

### **Service Duplication**

For the most part, the above mentioned documents did not address service duplication; namely where providers may overlap their services. As described below, the most useful document for identifying potential service duplication is the King County Coordinated Special Needs Transportation Report completed in 2005. This effort included a survey of some organizations and programs with a transportation component, and information was gathered about the populations served, service areas, and trip purposes.

From this report, it is possible to glean that some agencies overlap in the clientele or type of service that is served; for example, multiple agencies may serve seniors or persons with disabilities, or provide trips for medical purposes. This in and of itself does not necessarily indicate, however, that services are duplicated. In fact, some smaller programs may fill a certain niche by providing specialized services that are not otherwise available, for example by providing a level of service above and beyond that minimally required by the ADA, or by providing services during hours when ADA paratransit is not available, or where it is not available.

Further analysis is needed in order to determine whether there is significant redundancy in services delivered; that is, multiple operators providing services from



and/or to common points of origin and destination. Such analysis, at a minimum, should examine scheduling and dispatch records.

## **Identification/Endorsement of Potential Service Strategies**

### **Projects Addressing Special Mobility Needs**

In order to identify potential projects eligible to receive federal funding and respond to the identified unmet transportation needs, PSRC issued a Call for Projects in August 2006 to solicit ideas for new projects. Twenty-five project ideas were submitted through this initial solicitation.

The Project Steering Committee subsequently recommended that a second Call for Projects be issued, with the goal of broadening the “pool” of prospective candidates. Additionally, it provided an opportunity for project sponsors to elaborate on their original submissions. A second Call for Projects was issued in early October. A total of 31 project ideas were submitted for consideration, with the understanding that any project funded must be derived from the locally-developed coordinated plan. Applicants were also encouraged to coordinate with others who had submitted similar projects. Some project applications were found to be duplicative, or could be consolidated with other applications; subsequently, a total of 27 project applications have been identified as illustrated on Figure 5-1.

As a next step, each project submitted was compared to the goals the original goals and objectives adopted for this plan. Those that address or promote one or more of the goals are considered endorsed, and eligible for further funding consideration, but are not guaranteed to receive funding. The list of projects submitted and their endorsement status follows. A more comprehensive description of each project is included in Appendix C.

**Figure 5 -1 Matrix Of Proposed Projects (see attached spreadsheet in larger font)**

**King County 2007 Coordinated Plan Project Evaluation**

		Goals			Objectives									✓	Opportunities for Coordination
		1	2	3	1a	1b	1c	2a	2b	2c	3a	3b	3c		
101	Expand Senior Shuttle Operations	✓	✓	✓						✓				✓	104, 107, 108, 109, 110, 114, 117, 120, 121, 125,
102	volunteer drivers	✓	✓	✓	✓		✓			✓	✓			✓	105, 127
103	Senior Services Driver Trainer	✓	✓	✓			✓			✓				✓	111, 112
104	Hyde Shuttle II	✓	✓	✓						✓				✓	101, 107, 108, 109, 110, 114, 117, 120, 121, 125,
105	Bellevue Easy Rider Bus Buddy Program			✓							✓	✓	✓	✓	119, 102
106	Options” Brochure			✓							✓	✓		✓	118, 123, 124
107	Bellevue Easy Rider Dial-a-Ride Pilot Project	✓	✓	✓	✓		✓				✓			✓	101, 104, 108, 109, 110, 114, 117, 120, 121, 125,
108	Expanded Paratransit Services in Snoqualmie Valley	✓	✓	✓						✓				✓	101, 104, 107, 109, 110, 114, 177, 120, 121, 125,
109	Tribal Shuttle Project	✓	✓	✓						✓				✓	101, 121, 125
110	Shuttle	✓	✓	✓			✓							✓	101, 104, 107, 108, 109, 114, 117, 120, 121, 125,
111	Driver Safety Training		✓							✓				✓	103, 112
112	Immigrant/Refugee Driver Training Program			✓								✓		✓	103,111
113	Jobs Access Driver	✓	✓	✓						✓				✓	102
114	Senior/Disabled Transportation Program	✓	✓	✓						✓				✓	101, 104, 107, 108, 109, 110, 114, 117, 120, 121,
115	Accessible Taxis	✓	✓	✓						✓				✓	116, 107, 108, 109, 117
116	Transportation Minibuses	✓	✓	✓						✓				✓	115, 107, 108, 109, 117
117	Expanded Paratransit- Service Greater Maple Valley	✓	✓	✓						✓				✓	101, 104, 107, 108, 109, 110, 114, 117, 120, 121,
118	Transportation Gatekeeper Training	✓		✓			✓				✓	✓	✓	✓	106, 123, 124
119	Getting on Board			✓								✓		✓	105
120	Auburn Community Shuttle	✓	✓	✓	✓									✓	101, 104, 107, 108, 109, 110, 112, 117, 121, 125
121	Beyond the Borders	✓	✓	✓	✓					✓	✓			✓	101, 104, 107, 108, 109, 110, 114, 117, 120, 125,
122	Job Access Vans, Vanshare & Vanpools	✓	✓	✓	✓					✓				✓	127
123	Residential Transportation Coordinator			✓							✓	✓	✓	✓	106, 118
124	Transportation Resources Training			✓							✓	✓	✓	✓	106, 118, 123
125	Community Access	✓	✓	✓						✓				✓	101, 104, 107, 108, 109, 110, 114, 117, 120, 126
126	Out and About	✓	✓							✓				✓	101, 104, 107, 108, 109, 110, 114, 117, 120, 125
127	Working Wheels Outreach	✓		✓	✓									✓	122, 102

✓Technical Committee is recommending endorsement.  
 The projects all demonstrate a commitment to the goals and objectives of the 2007 King County Plan. The committee also sees a tremendous opportunity for coordination beyond contracting relationships and took a first step in identifying projects with potential for increased coordination.

## Chapter 6. Conclusion/Next Steps

### Federal Planning Requirements

This report was completed to fulfill federal planning requirements established through the passage of SAFETEA-LU in August 2005. Initial guidance regarding the development of such plans was published by the Federal Transit Administration (FTA) in the Federal Register on March 15, 2006. Subsequently, additional guidance was published on September 6, 2006<sup>1</sup> which clarifies FTA's expectations for the coordinated plan as follows:

*FTA proposes that a coordinated plan includes the following elements:*

*(a) An assessment of available services that identifies current providers (public, private, and nonprofit);*

*(b) An assessment of transportation needs for individuals with disabilities, older adults, and people with low incomes. This assessment may be based on the experiences and perceptions of the planning partners or on more sophisticated data collection efforts, and gaps in service;*

*(c) Strategies and/or activities to address the identified gaps and achieve efficiencies in service delivery; and*

*(d) Relative priorities for implementation based on resources, time, and feasibility for implementing specific strategies/activities identified.*

This plan fulfills those expectations, and also serves as documentation of local efforts to identify and prioritize transportation service gaps, and to suggest potential solutions and strategies. Potential funding to implement these strategies will be forthcoming in the upcoming competitive grant process sponsored by PSRC and WSDOT, whereby numerous grants throughout the state will be awarded as authorized through SAFETEA-LU, as well as other local state funds dedicated to the program.

### Future Implementation Strategies

As noted above, FTA noted that the plans for FY 2007 should include "an assessment of available services; an assessment of needs; and strategies to address gaps for target populations. FTA recognizes that initial plans may be less complex than a plan developed after the local coordinated planning process is more mature."

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<sup>1</sup> Federal Register, September 6, 2006, Volume 1, Number 172, page 52617

While the current focus of the Steering Committee and staff has been to complete the current (FY 2007) Plan in order to receive applicable federal funds, the opportunity also exists to look ahead in order to build upon these initial discussions, and to develop a more robust approach to enhancing service coordination.

The FTA, through its United We Ride Program, offers a number of tools intended to guide local communities develop and implement strategies to meet the goals of coordinated plans, including the *A Framework for Action* toolkit mentioned above. Interest has been expressed among local stakeholders in pursuing this planning effort beginning in 2007, using the current plan as a starting point, and applying the *Framework for Action* locally.

Extending the planning effort already established in King County could provide the opportunity to more thoroughly examine and evaluate a number of strategies that could prove most feasible to implement locally. Examples of such implementation strategies were provided for consideration by the Steering Committee. The Steering Committee discussed these examples, as well as additional strategies, and approved the following prioritized ranked list of implementation strategies:

**(1) Revisions to existing policies, regulations, legislation**

The purpose of this strategy is to identify and seek to mitigate regulatory barriers which are preventing coordination from occurring at the state, federal, and local levels. Such remedies could include administrative or policy revisions, or introduction of new legislation.

**(2) Coordinated Planning**

One primary advantage to coordinating human service transportation services is that it can result in joint ownership and funding of services. Often, however, reporting and budget requirements for transportation and social service agencies are not developed in concert. Numerous possibilities exist to strengthen the planning functions for both transportation and social service agencies to result in a more inclusive and holistic approach.

**(3) Operational Improvements**

Pursuing operational improvements could provide an opportunity to examine whether there are duplicative services that could be combined or consolidated, or whether there are some functional activities (such as vehicle purchasing, maintenance, trip scheduling) that could be centralized or managed more efficiently.

#### **(4) Develop networks to serve currently Unserved/underserved areas and populations**

Develop partnerships between agencies and organizations to provide transportation to Unserved and underserved areas and populations of King County. These partnerships would seek low-cost options that help residents with special transportation needs by connecting the user to quality-of-life services.

#### **(5) Enhanced Use of Technology**

A number of technological advances could serve to enhance coordination if systematically and consistently implemented. Examples include use of consistent (or compatible) scheduling software programs, use of “smart card” technology that would allow for and report on multiple funding sources, etc.

### Continuation Work Plan

Finally, to conclude this planning effort, local King County stakeholders will next consider how best to advance the progress made over the past few months. A first step will be to identify a sponsor to maintain “ownership” of the plan once this initial plan is adopted by PSRC. The consultant team will be working with the Steering Committee and PSRC to develop a continuation work plan for 2007 and beyond.



# **APPENDIX A**

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## STAKEHOLDER INVOLVEMENT/ PUBLIC OUTREACH





**STEERING COMMITTEE for King County 2007 Coordinated Human Services  
and Public Transit Transportation Plan**

**Contact information as confirmed 10-6-06**

SEAT	REPRESENTATIVE	ALTERNATE
King County DCHS	Linda Wells Aging Program Manager King County DCHS/ CSD	Sadikifu Akina-James Director, Community Services Division King County DCHS
King County Metro Transit	Bob Sahm Supervisor, Accessible Services Metro Transit Division King County Dept. of Transportation	Park Woodworth Manager, Paratransit / Rideshare Operations Section Metro Transit Division King County Department of Transportation
Seattle City Representative	Pamela Piering Director Aging and Disability Services Seattle Human Services Department City of Seattle	Margaret Casey Planning and Development Specialist II Aging and Disability Services Seattle Human Services Department City of Seattle
Eastside/North-end City Representative	Alex O'Reilly Associate Planner Human Services Division Parks and Community Services Department City of Bellevue	Jeff Brauns Public Works Dept. City of Sammamish
South County City Representative	Angelina Allen-Mpyisi Human Services Manager City of Federal Way	Jim Seitz Transportation Dept. City of Renton 1055 S. Grady Way
Sound Transit	Michael Miller Project Manager, Customer Service & Accessibility Division Transportation Services Sound Transit	Cheryl Huston Program Manager, Customer Services & Accessibility Sound Transit
Medicaid Broker ( <i>Hopelink</i> )	Lynn Moody Director of Transportation and Interpreter Services Hopelink	Janis Webb Contracts Manager Hopelink
Business / Employer Representative	Emily Dykstra Support Services Supervisor Northwest Center	Virginia Burzotta Director of Community Services Northwest Center
System User Representative	Larry Showalter, Chair of Accessible Services Advisory Committee	Kay Burrows, ASAC vice chair 13341 15th Avenue NE #E104
System User Representative	Leo Finnegan, Developmental Disabilities Board	
Taxis / for-profit transportation representative	Frank Dowgwilla, Puget Sound Dispatch General Manager Puget Sound Dispatch	Jim O'Malley, Puget Sound Dispatch Dispatch Manager Puget Sound Dispatch
Non-profit transportation agency	Mark Okazaki, Executive Director	Bill Eby, Transportation Director

King County Coordinated Special Needs Transportation Plan

PUGET SOUND REGIONAL COUNCIL

SEAT	REPRESENTATIVE	ALTERNATE
	Neighborhood House	Neighborhood House
Non-profit human services agency (elderly / disabled)	Denise Klein Director Senior Services	Cindy Zwart Program Director Senior Services
Non-profit human services agency (low income)	Tony Orange Executive Director Central Area Motivation Program (CAMP)	Andrea Cupain Executive Liaison Central Area Motivation Program
Youth / Children Advocate/ Service representative	Robyn Govan Deputy Executive Director First Place	Gene Harris Director of Family Support Services First Place
Rural services representative	Ruth Tolmasoff Executive Director Mt. Si Senior Center	Lisa Yeager Director of the Sno-Valley Senior Center
Affordable housing representative	Dini Duclos Chief Executive Officer Multi-Service Center	Manuela Ginnett Housing Program Director Multi-Service Center
United Way of King County	Someireh Amirfaiz Executive Director Refugee Women's Alliance and Member, United Way of King County – System Support Impact Council	Doug Whalen Community Impact Manager United Way of King County—Eastside Office
Hospital representative	Janice Dillman Long Administrative Director Rehabilitation Medicine Harborview Medical Center	
DSHS Region 4 Representative	Rick Krauss DSHS Region 4	Laverne Lamoureux DSHS Region 4
Job Access Reverse Commute Planning Committee Rep.	Bob Flor Metro Transit Division King County Department of Transportation	David Dunneback Metro Transit Division King County Department of Transportation
School District Transportation Programs	Jacque Mann E & T Director Puget Sound Educational Service District	Don Walkup Title: Transportation Supervisor Kent School District
Faith based organizations representative ( <i>appointed via Church Council</i> )	Carol Sue Elliott	
PSRC (non-voting)	Jennifer Ryan, Principal Planner Puget Sound Regional Council	Ben Brackett Assistant Planner Puget Sound Regional Council

**Technical Staff Team and Consultant Team**

Ben Brackett, PSRC bbrackett@psrc.org

Karl Otterstrom, Metro Transit karl.otterstrom@metrokc.gov

Melony Joyce, Metro Transit melony.joyce@metrokc.gov

Pat Cleary, King County Dept. of Transportation pat.cleary@metrokc.gov

Connie Soper, Nelson / Nygaard csoper@nelsonnygaard.com (503) 595-6085

Karen Reed, Karen Reed Consulting LLC kreedconsult@comcast.net (206) 932-5063

**Interim Steering Committee for  
King County Coordinated Human Services and Public Transit  
Transportation Plan**

August 3, 2006  
12:00 noon – 1:30  
PSRC Board Room

**Proposed Agenda**

1. Welcome and Introductions
2. Today's Proposed Agenda & Goals
3. Proposed groundrules to be used by Interim Steering Committee (attachment)
4. Review of Current Project Scope / Deliverables. (J. Ryan—attachment)
5. Review of "Common Themes" Discussions (Linda Wells—hand-out)
6. Overall Governance Structure for KC Coordinated Plan Development and Implementation: discuss options for how plan is approved, role of various groups (Steering Committee, Key Partners, Coalition, lead decision-makers / governance group), next steps. (attachment)
7. KC Coordinated Special Needs Transportation Coalition: discuss and confirm membership, role & responsibility (hand-out)
8. KC Planning Steering Committee: discuss options for composition, roles & responsibility (attachment)
9. Gap Analysis: confirm process to complete bibliography of resources to be used by consultant to prepare gap analysis (attachment)
10. KC Project List: confirm status of list, process for approving, prioritizing list to be, format for submittals, due date for submittal of any additional projects to be considered (attachment)
11. Public Meeting: August 22, sponsored by Sound Transit: Discuss goals for King County planning group, spokespeople, materials (attachment)
12. Confirm Agenda and Participants for Interim Steering Committee 8-18 Meeting (attachment)
13. Comments / Questions / Feedback
14. Adjourn

**Interim Steering Committee for King County Coordinated Human Services and  
Public Transit Transportation Plan**

**FINAL MINUTES**

August 3, 2006  
PSRC Offices

As approved by Interim Steering Committee on August 18, 2006

*Italicized underlined text* notes decision items;  
***bold face italicized text*** indicates follow-up items

**Interim Steering Committee Members Present:** Linda Wells, King County DCHS; Michael Miller, Sound Transit; Jennifer Ryan, PSRC; Margaret Casey, Seattle ADS; Pamela Piering, Seattle ADS; Rosemary Cunningham, Seattle ADS; Alex O Reilly, Bellevue Parks and Community Services; Park Woodworth, Metro Transit; Lynn Moody, Hopelink

**Staff Present:** Karl Otterstrom, Metro Transit; Melony Greene, Metro Transit; Pat Cleary, Metro Transit; Karen Reed, Facilitator

**15. Welcome and Introductions.** The meeting was called to order at 12:06 p.m.

**16. Today's Proposed Agenda & Goals.** Karen Reed, facilitator, reviewed the agenda and the time suggested for each item. No changes to the agenda were proposed and *the agenda was approved by consensus.*

**17. Proposed groundrules to be used by Interim Steering Committee.** Karen reviewed the proposed groundrules, which will apply to the interim group and be revisited once the formal steering committee is in place. *No changes to the groundrules were proposed and they were approved by consensus.*

**18. Review of Current Project Scope / Deliverables.** Jennifer Ryan and Karen reviewed the August deliverables for the consultant team, and the overall project deliverables. PSRC will be swapping funds internally to fund the consultant team contract in August.

**19. Review of "Common Themes" Discussions.** Linda Wells reviewed the results of her informal survey / interviews with 19 transportation and human service providers regarding the coordinated plan goals and process. Among the results, the majority of respondents agreed: (1) the ultimate goal of the coordinated plan is to enhance coordination and efficiencies in delivery of special needs transportation; structurally, (2) a group with decision making ability representing major interest groups should be formed to oversee the plan; (3) stakeholders should be recruited as advisors to the process; (4) the plan needs to be

developed, with a project list; (5) members of the Key Partners group should be used to help identify problems, gaps and solutions, as well as serve as advisors and partners.

20. **Overall Governance Structure for KC Coordinated Plan Development and Implementation:** Karen presented the document in the agenda packet designed to help frame the governance discussion. The group agrees that ultimately, the FY 07 Coordinated Plan will have a vision statement. As a starting point, the group reviewed and edited a proposed vision statement and agreed to the following preliminary vision statement.

*The vision for King County's coordinated transportation system is that transportation services in King County will work toward providing mobility for the entire community, and will serve transportation disadvantaged persons through a coordinated system designed to put people first, move people efficiently and increase the mobility of transportation disadvantaged people.*

The group agreed the statement could benefit from being more tightly worded. ***Karen will suggest some tighter wording for the group to consider at the next meeting.*** The group then reviewed, and with edits, approved the following four statements of consensus:

1. *We have one of the best systems for special needs transportation in the county and there is room for improvement in providing special needs transportation services in King County, both in terms of the services provided, and in the efficiency and coordination of those services.*
2. *The primary focus of work in the next three to four months in the development of the FY 07 King County Coordinated Transportation Plan.*
3. *There is a need for continued coordination and collaboration in the delivery of special needs transportation in King County beyond the completion of the FY 07 plan, including the need for longer-term planning.*
4. *The process used to develop the FY 07 plan may, or may not, evolve and be employed as part of future coordinated planning efforts (long-term or short-term).*

The group discussed the current project mission, which is focused on development and approval of the FY 07 Coordinated Plan to enable agencies in the region to participate in upcoming funding rounds. The funding directly tied to the FY 07 Plan are the Federal JARC, New Freedom and Section 5310 funds, together with State ACCT funds. Projects included in the FY 07 Plan may benefit when seeking other types of funding, including: FHWA funding, Medicaid Transformation Grants, Transportation Research Board grants, State and Sound Transit grants, and CTAA grants.

Other funding may be available to fund projects and that would benefit from endorsement by the FY Plan. ***The group agreed it would be helpful to build a list of these related grant programs. Any suggestions for the list should be brought to the August 18 meeting.***

The group then discussed the conceptual approach to the Transportation Coalition.

*It was agreed that Key Partners in Transportation would be a starting point to define agencies and individuals invited to participate in the Coalition, and that the Steering Committee members would be drawn from agencies that are now part of Key Partners, or from the expanded Coalition group.*

*It was agreed that Steering Committee will be supported by a Technical committee (the consultant team, plus Karl Otterstrom, Melony Greene, Jennifer Ryan, Pat Cleary).*

*It was agreed that there should be a governing / approval body of some sort reviewing and accepting the work of the Steering Committee and technical support committee—specifically, approving the proposed FY 07 Coordinated Plan. It was further agreed that the governing / approval body should not be the County Council. The next agenda will include further discussion on this matter; as a starting point the group will consider using or expanding the King County caucus from the Executive Summit being convened by PSRC for purposes of approving the regional consolidated plan. Karen will seek the names of those King County caucus individuals.*

21. KC Coordinated Special Needs Transportation Coalition: discuss and confirm membership, role & responsibility (hand-out)

It was agreed that the name of the coalition should be “King County Special Needs Transportation Partners.”(referenced herein as “the Partners”)

It was agreed the Partners should be convened by joint invitation of the Steering Committee and the PSRC.

It was agreed that the Partners should serve as both a sounding board, feedback group for the Steering Committee (and Governing Body, whomever that turns out to be), as well as to disseminate information about the FY 07 Coordinated Plan.

It was agreed that the Partners should not be invited to the Sound Transit August 22 meeting as such; most agencies who will eventually be on the Partners group will be invited to the meeting through other means.

**To develop a list of persons and agencies to be on the coalition, Margaret Casey should meet with Bob Flor and Melony Greene to generate by next meeting a single combined Excel file (agency, name, title, contact info—including email) of Partners invitees. Lynn Moody will forward Hopelink’s list to Melony to further assist in development of this list.**

22. **KC Planning Steering Committee:** The group then worked through a discussion document describing various options for composition, roles & responsibility of the Steering Committee that will oversee and direct development of the FY 07 Plan.

The group agreed that it was important to ensure broad representation but have a functional—i.e., not too large committee. The group agreed as to the proposed role of the Steering Committee, specifically: to oversee and direct consultant work to develop the draft 2007 consolidated plan; refine the draft plan based on outreach; submit the final proposed plan to the governing / approval body. Each member would be expected to affirmatively commit to continued participation at each decision point (i.e., not revisiting decisions once made).

The group agreed that each Member of the Steering Committee could identify a designated alternate to serve in case of absence of the Member.

The group agreed to a Steering Committee consisting of 19 voting members and one non-voting member (PSRC representative). The agencies/interests to be represented are as follows:

1. King County DCHS
2. King County Metro Transit
3. Seattle City Rep\*



4. Eastside/North-end City Rep\*
5. South County City Rep\*
6. Sound Transit
7. Medicaid Broker
8. Business / Employer Representative (NWC suggested)
9. System User Representative (Chair of ASAC suggested)
10. System User Representatives (a second position; perhaps someone with the Developmental Disabilities Council or JARC Council)
11. Taxis / for-profit transportation rep. (Puget Sound Taxi Service suggested)
12. Non-profit transportation agency (FPA suggested)
13. Non-profit human services agency (elderly / disabled) (Senior Services suggested)
14. Non-profit human services agency (low income) (South King County Multi-Service Center suggested)
15. Youth / Children Advocate/ Service Agency Representative King County Boys and Girls Club or Bellevue Boys and Girls Club suggested)
16. Rural agency representative (Mount Si Senior Center suggested)
17. Housing Authority representative (King County Housing Authority suggested)
18. United Way
19. Hospital representative (Harborview suggested)

\* City representatives should collectively reflect both transportation and human services agencies; cities in North/East and South King County should select their own representatives.

**Alex O'Reilly will follow up with Eastside and North King County cities on a process / means to designate a representative. Karen Reed will contact Sally Marks re: transportation advisory positions. Margaret Casey will contact Seattle Transportation representatives and others within the City regarding the Seattle appointment.**

The group agreed to revisit the proposed make-up of the committee at the August 18 meeting, and to hold-off attempting to convene the committee at this time.

It was agreed that the steering committee could form various ad hoc subcommittees (with committee and non-committee members) for various tasks.

It was further agreed that steering committee meetings would be open to the public / interested observers, and they would have the opportunity to provide comment to the committee at all its meetings.

23. **Gap Analysis:** Karen reviewed the proposed process to complete bibliography of resources to be used by consultant to prepare gap analysis. **Any additional**

***ideas for resources to be used by the consultant should be provided to Karen and/or Connie Soper via email no later than August 15, so that the entire proposed bibliography can be prepared and shared at the meeting on the 18<sup>th</sup>.***

24. **KC Project List:** The group confirmed that there is a need for a prioritized list of projects eligible for JARC, New Freedom and Section 5310 funds to be appended to the FY 07 Coordinated Plan, and that the first attempt to pull together and prioritize such a list should occur this month in order that it can be presented at the Sound Transit public meeting on August 22. Jennifer Ryan confirmed that it will be acceptable to rank the projects in tiers (high-medium-low) rather than rank order (1-2-3, etc.) The group agreed to rank projects in tiers.

It was agreed that the goals and strategic objectives in the draft PSRC Coordinated Plan should be used as the basis for prioritizing projects. Karl Otterstrom and Karen Reed will meet to develop a proposed ranking process based on these goals and strategic objectives for consideration and use by the group at the August 18 meeting.

It was agreed to circulate an invitation to submit projects to as many interested groups as could be identified, including at a minimum the Key Partners list and the JARC Plan committee list. Karen, Jennifer and Karl will develop the proposed invitation materials and forward them to the group for further circulation.

The group agreed the form for project ideas should be the one-page form being used by the other Counties as duplicated in the agenda packet. The group further agreed that the initial proposal due date would be August 16, returned electronically to Jennifer Ryan, so that projects could be packaged together for ranking at the next meeting.

It was discussed that given the short notice for submitting project ideas, that the group should be open to receiving and ranking additional projects later in the year.

25. **Public Meeting: August 22, sponsored by Sound Transit:** Michael Miller handed out the flyer for the meeting. It was agreed to revisit the specific way in which the King County group will participate at this meeting when the group next meets on August 18. ***Karen and Karl will consider a format for how the King County projects could be presented at the Sound Transit meeting and present it to the group at the next meeting, and a flyer to invite potential Partner Coalition members to engage in the FY 07 Plan process.***

- 26. Agenda and Participants for Interim Steering Committee 8-18 Meeting.** The agenda was reviewed; *Karen will adjust the agenda per the discussion today.*
- 27. Comments / Questions / Feedback.** In the interest of time, there was no further discussion from the group.
- 28. Adjourn** The meeting adjourned at 1:45 p.m.

**Interim Steering Committee for  
King County Coordinated Public Transit and Human Service  
Transportation Plan**

Friday, August 18, 2006; 12:00 noon – 1:45

*Please note extended time to adjournment*

Proposed Agenda

1. Welcome and Introductions
2. Today's Proposed Agenda & Goals
3. Approval of Minutes of 8-3-06 meeting.
4. KC Coordinated Plan: Proposed Vision Statement (attachment)
5. KC Coordinated Special Needs Transportation Coalition:
  - a. Any questions regarding decision from 8-3? (attachment)
  - b. Approval of Proposed list of invitees
  - c. Review/Approval of proposed flyer to be circulated at ST 8-22 meeting
6. KC Coordinated Planning Steering Committee: confirm composition, roles & responsibility (attachment)
  - d. Next steps to launch committee
7. KC Coordinated Plan Governance Body: further discussion, possible recommendation on approach.
  - e. Next steps.
8. Gap Analysis: confirm bibliography of resources to be used by consultant to prepare gap analysis (attachment showing ideas submitted to date)
9. KC Project List: Approve and prioritize project list. (attachment)
  - f. Confirmation of groups to which project list was sent
  - g. Review and prioritization of project proposals
  - h. Discussion of how to proceed with any additional calls for projects later this year

10. Public Meeting on August 22 at Sound Transit Offices: Confirm goals, meeting materials, spokesperson for interim steering committee, logistics (attachment)
11. Initial cut at proposed project schedule through December 2006 (attachment)
12. List of grant programs that may be interested in funding the same types of projects as are included in FY 07 Coordinated Plan. (attachment)
13. Proposed Agenda, date for next meeting (attachment)
14. Comments / Questions / Feedback
15. Adjourn

**Interim Steering Committee for  
King County Coordinated Public Transit and Human Service Transportation  
Plan**

**Meeting of Friday, August 18, 2006; 12:00 noon – 1:45**

**MINUTES**

(As approved September 14, 2006)

*Italicized underlined text* notes decision items;  
***bold face italicized text*** indicates follow-up items

**Interim Steering Committee Members Present:** Linda Wells, King County DCHS; Michael Miller, Sound Transit; Jennifer Ryan, PSRC; Margaret Casey, Seattle ADS; Rosemary Cunningham, Seattle ADS; Alex O Reilly, Bellevue Parks and Community Services; Bob Sahm, Metro Transit; Lynn Moody, Hopelink; Cindy Zwart, Senior Services; Denise Klein, Senior Services; Rick Krauss; DSHS; Doug Whalen, United Way

**Staff Present:** Karl Otterstrom, Metro Transit; Melony Greene, Metro Transit; Pat Cleary, Metro Transit; Karen Reed, Facilitator; Connie Soper, Nelson\Nygaard Consulting Associates

**Welcome and Introductions.** The meeting was called to order at 12:03 p.m.; introductions were made around the table. After discussion, it was agreed that the new attendees, Rick Krauss, Cindy Zwart and Denise Klein should participate fully and vote with the rest of the interim committee; Denise noted that should she would not be voting but appreciated the opportunity to participate.

**Today's Proposed Agenda & Goals.** Karen Reed, facilitator, reviewed the agenda and the time suggested for each item. No changes were proposed. The agenda was approved by consensus.

**Approval of Minutes of 8-3-06 meeting.** With correction of the spelling of Pamela Piering's and Rosemary Cunningham's names, the minutes were approved as submitted.

**KC Coordinated Plan: Proposed Vision Statement.** Karen introduced the slightly revised vision statement. The group approved the proposed vision statement for the King County FY 07 Coordinated Plan without further change. The statement reads:

*The vision for King County's coordinated transportation system  
is that transportation services in King County will work toward*

*providing mobility for the entire community, and will serve transportation disadvantaged persons through a coordinated system designed to gain economies of scale, eliminate duplication, and expand service availability and quality.*

Karen noted that the statement will be reviewed again by the Steering Committee once it is formed.

**KC Coordinated Special Needs Transportation Coalition.** The group reviewed and approved the summary statement of the role, tasks and membership of the proposed stakeholders coalition that will be called the King County Coordinated Special Needs Transportation Partners. The “Partners” will serve as a sounding board in development of the King County FY 07 Coordinated Plan and will help disseminate information to their constituents about the Plan.

The group further agreed that the Partners should be convened first in mid-November, 2006, for the dual purpose of (1) providing feedback on the draft King County FY 07 Coordinated Plan, and (2) providing ideas for how the FY 08 planning process should be developed.

The group then reviewed the proposed flyer to be circulated at the upcoming August 22 Sound Transit meeting, inviting people to join the Partners. Several text changes were suggested and approved; the group also agreed to use a different photo. **Jennifer Ryan will forward alternate photos to Pat Cleary. Karl Otterstrom will bring 50 copies of the flyer to the Sound Transit 8-22 meeting. Karl will also bring an additional 150 flyers to the 8-22 meeting for Margaret Casey. Margaret will distribute them at the 8-23 legislative forum sponsored by Seattle ADS.**

The group then discussed the list of individuals and agencies to be invited to the Partners meetings. A draft list was circulated, which combines the JARC committee notice list, and the Key Partners in Transportation list. To this will be added the Hopelink list. **Lynn Moody will forward her list to Melony Greene; Melony will add Lynn’s Hopelink list to the current draft list and then circulate the list to the complete group for review, comment and additional information and ideas. Melony will be the “keeper” of the Partners membership list.**

**KC Coordinated Planning Steering Committee composition, roles & responsibility.** The group reviewed the draft list of 19 voting committee members that had been developed at the August 3 meeting. Jennifer Ryan noted that PSRC should be added to the list as a non-voting member. It was noted by several people that it would be helpful to have DSHS on the list; Rick Krauss from DSHS said he was attending on behalf of the JARC committee. It was then discussed that a representative from the JARC committee itself should also be added to the list. Lynn Moody suggested that a representative from the Puget Sound Educational

Service District be added. After further discussion, Michael Miller offered that faith based organizations should also have a position. After additional discussion, the group agreed by consensus to add the following interest groups to the list:

- PSRC (non-voting)
- DSHS Region 4
- JARC Committee (this person might be the same person as the DSHS representative)
- A school district transportation services director appointed by the Puget Sound Educational Services District.
- Representative from a faith-based organization

The group then discussed how to invite candidates to serve on each of the positions identified. Interim Steering Committee members from agencies on the list will be responsible for identifying the member and alternate for the Steering Committee. The following assignments were agreed to for the other positions: **Alex O'Reilly will work to get the city representatives identified; Karen Reed will call Northwest Center; if Northwest Center doesn't want to participate, Bob Sahn will explore other options. Lynn Moody will contact Puget Sound Taxi Service; Alex O'Reilly will contact King County Boys and Girls Club. Alex will also forward contact information on the south county human services coalition to Karen. Lynn Moody will contact the Mt Si Senior Center and the Committee to End Homelessness; Bob Sahn will contact Harborview; Michael Miller will contact the Puget Sound Education Service District for a local district transportation manager, and he will also contact the Church Council.**

It was agreed that before any of these calls are made it is necessary that the proposed Interim Committee Structure be approved. The group discussed several options for securing that approval. It was decided that in order to get approval quickly and with a strong public endorsement covering both transportation and human services interests, that four individuals would be asked to review and endorse the proposal: Ron Sims (King County Executive), Bob Drewel (PSRC Executive Director), Joni Earl (Sound Transit Executive Director), and Jon Fine (United Way President and CEO). To facilitate this, **Karen will craft an email from Bob Drewel to the other three individuals seeking their concurrence by Friday September 1. Jennifer will follow up with Bob to get the email sent. Doug Whalen, Michael Miller and Karen will provide backup to get the responses from the other three individuals.**

It was agreed to defer until the next meeting further discussion on the composition of the group that would be ultimately asked to endorse the FY 07 Coordinated Plan.

**Gap Analysis.** Numerous additional reports and information sources were identified for Connie Soper to review in preparing the gap analysis. It was agreed



that the review should not involve the creation of any new data inputs. It was further agreed that the gap analysis should also address redundancy.

**KC Project List.** Jennifer Ryan announced that the PSRC had determined not to request that projects be prioritized at this time, given that the formal steering committee had not been formed. She stated that the prioritization of projects will not be required until the end of October.

It was noted that there were many very similar projects submitted and it would be helpful for similar projects to be better coordinated, perhaps under unified proposals.

The group agreed that the Steering Committee should issue an additional call for projects in September; projects submitted already would be re-submitted for that process.

There was considerable discussion about what process or criteria the state would be using to process the competitive grant rounds upcoming. **Michael Miller agreed to follow up with the state and report back to the group at the next meeting.**

It was agreed that the project proposal form should be modified in the next round calling for projects in several ways. Among the ideas discussed were adding questions to the form to clarify: what is the proposed source(s) of funding for the project? What is the local match and who is contributing the match? It was noted that some projects may simply be seeking to be included in the Coordinated Plan, but not seeking JARC, 5310, ACCT or New Freedom funds: this should also be made clear in the proposal form. Jennifer noted that this may also suggest that multiple prioritized lists should be developed—those seeking funding, and those not. It was noted that a contact name and number for each project should be identified on the project proposal form. Bob Sahn also suggested that the form ask proposers to identify the number of persons served by each proposal, to help determine the cost effectiveness of the proposal.

Melony Greene noted that it might be appropriate for smaller groups to meet and determine ways to help similar proposals get coordinated for the second round.

Karl Otterstrom and Melony Greene presented the prioritization matrix to the group, to show how it would be used and the factors to be considered in ranking projects, as proposed by the technical staff committee. It was agreed that the prioritization process, matrix and criteria should be further discussed at the next meeting.

**Public Meeting on August 22 at Sound Transit Offices.** It was agreed that Linda Wells and Margaret Casey should jointly represent the Interim Steering Committee at the public hearing. The group reviewed and approved the text of a cover page for the project list, and agreed that Jennifer would be the contact for the Plan

Process and Linda Wells would be the contact for the Partners or to provide comments on projects. Linda will simply forward emails received to the technical committee. **Karen will finalize the text of the cover page; Karl will prepare the shortened list of projects and bring the copies to the meeting.**

**Initial cut at proposed project schedule through December 2006.** In the interest of time, the group did not collectively review the project schedule in the agenda packet. Karen noted that she thinks it will take approximately 8 or 9 additional meetings to secure approval of the Coordinated Plan in December, including a meeting of the Partners and meeting of the Governing Body.

**List of grant programs that may be interested in funding the same types of projects as are included in FY 07 Coordinated Plan.** In the interest of time, the group did not discuss this item in the agenda packet.

**Proposed Agenda, date for next meeting.** The group agreed that the next meeting of the Interim Steering Committee would be Thursday, September 14, from 12:00 p.m. until 2:00 p.m. in the PSRC offices unless otherwise noted. It was agreed that the agenda would include:

- Confirm the status of the steering committee approval and appointments
- Review the draft gaps and redundancy analysis
- Refine the project schedule
- Approve the outline / table of contents for the FY 07 Coordinated Plan
- Brainstorm strategies to improve efficiency, reduce overlap and expand availability of special needs transportation services
- Review and refine the project proposal form and the matrix / prioritization process
- Presentation on the state's grant process and criteria
- Proposal for a website to host the Plan documents/process information

**Comments / Questions / Feedback.** Jennifer asked the Consultant Team to leave the room, after which she discussed with the interim steering committee members their view of the Consulting Team. The group agreed they are pleased with the work of the Consultant Team to date.

The meeting was adjourned at 1:50 p.m.

**Interim Steering Committee for  
King County Coordinated Human Services and Public Transit  
Transportation Plan**

Thursday, September 14, 2006; 12:30 noon – 2:30  
PSRC Offices

*Please note new start and end times (to accommodate availability of room at PSRC)*

Proposed Agenda

1. Today's Proposed Agenda & Goals
2. Approval of Minutes of 8-18-06 meeting (attached)
3. Steering Committee formation: confirm status, next steps (proposed draft letter from B. Drewel to committee invitees)
4. Coordinated Plan and Projects: *to prioritize or not to prioritize?*
  - i.* Update on meetings with WSDOT and other agencies re: project lists
  - j.* New guidance from FTA
  - k.* Proposal from technical committee re: approach to project lists (attachment)
  - l.* Other information on state grant process
  - m.* Next steps
5. Draft Outline of Coordinated Plan (attachment)
6. Review of Preliminary Gaps/Redundancy Analysis (attachment)
7. Plan "Approval Body" review and approve options to be submitted to Steering Committee (attachment)
8. Plan Schedule—discussion / refinement (attachment)
9. Proposed date / time / location for November "Partners" meeting to provide feedback on draft Plan.
10. Proposed agenda for next meeting
11. Comments / Questions / Feedback
12. Adjourn

**Interim Steering Committee for  
King County Coordinated Human Services and Public Transit  
Transportation Plan**

Thursday, September 14, 2006; 12:30 – 2:30  
PSRC Offices

**FINAL MINUTES**

*Italicized underlined text* notes decision items;  
***bold face italicized text*** indicates follow-up items

**Interim Steering Committee Members Present:** Linda Wells, King County DCHS; Michael Miller, Sound Transit; Margaret Casey, Seattle ADS; Alex O' Reilly, Bellevue Parks and Community Services; Bob Sahm, Metro Transit; Janis Webb, Hopelink; Cindy Zwart, Senior Services; Doug Whalen, United Way of King County  
**Staff Present:** Ben Brackett, PSRC; Karl Otterstrom, Metro Transit; Melony Greene, Metro Transit; Connie Soper, Nelson\Nygaard; Karen Reed, Facilitator

AGENDA

The meeting was called to order at 12:35; introductions were made around the table. Karen Reed, facilitator, reviewed the agenda and time suggested for each item. As proposed, the agenda was approved.

**Approval of Minutes of 8-18-06 meeting.** With the addition of noting Doug Whalen was present at the August 18 meeting, the minutes were approved as submitted.

**Steering Committee formation: confirm status, next steps.** Karen distributed two documents: a matrix of the assignments to fill in committee seats, and a matrix showing the current status. Linda Wells has not yet confirmed her alternate. Bob Sahm will be the lead representative from King County and Park Woodworth will serve as his alternate. ***Margaret Casey will confirm whether Pamela Piering will be the Seattle ADS lead;*** Margaret will likely be the alternate. South King County representatives are being sought via help from Kent staff per Karen's request. Pat Cleary will serve as the System User Representative; ***an alternate needs to be identified for Pat.*** ***Linda Wells will seek a representative and alternate from the Chair of Developmental Disabilities Council for the second system user seat.*** At this point, Karen introduced the issue raised by Doug Whalen of United Way of King County regarding the lack of non-mainstream and minority representatives on the Steering Committee, which concern was brought to his attention last week by the United Way of King County System Support Impact Council. After discussion, it was agreed that to accommodate this concern, ***Doug will seek appointments for the non-profit human services agency seat on the***

**Steering Committee from three different groups** that would address this concern. The group agreed that in light of the departure of transportation staff at the Fremont Public Association, a representative for the non-profit transportation agency seat should be sought from Neighborhood House; **Janis Webb will call Neighborhood House. Alex O'Reilly is attempting to contact Daniel Johnson at the King County Boys and Girls Club; Karen will also follow up with Daniel. If she does not wish to serve or have a staff person to do so, Alex will contact the Children's Alliance. Lisa Yeager from east King County will be contacted by Alex to serve as the alternate for the rural services representative. Alex will also contact the Committee to End Homelessness for the affordable housing seat.** Doug Whalen's alternate will be Linda Sue Woodall. Bob Sahm will identify a hospital representative. The group agreed that no one should hold two seats on the committee, so Bob Sahm will ask Bob Flor to serve as the "Job Access Reverse Commute" planning committee representative (and to identify an alternate), and Rick would hold the SDHS Region 4 seat. An alternate needs to be identified for Jacque Mann; Karen will follow up with her.

Karen noted that to launch the committee in the first week of October, seat holders and alternates need to be identified as soon as possible, preferably no later than Tuesday of next week (the 19<sup>th</sup>).

Karen shared a proposed draft of a letter from Bob Drewel to be sent to the committee members and their alternates. Ben Brackett will be point to ensure the letter is finalized and sent out. Karen will forward to Ben the draft letter with the amendments requested by the interim steering committee.

**Coordinated Plan and Projects.** The group discussed the meeting with Washington State Department of Transportation Staff held on September 13. WSDOT has asked, despite requests to the contrary from most local agencies present at the meeting, that each county/planning entity forward a prioritized list of projects to WSDOT as a pre-condition for any of those projects receiving funding from WSDOT. The group agreed that in the interests of time it would be best to accede to this request. In sum, the group agreed that the 07 King County Coordinated Plan will not have a prioritized list of projects, but a separate list will be developed this fall for those projects seeking WSDOT funding and those projects will be prioritized by the Steering Committee.

Karl Otterstrom reviewed the proposal from the technical committee for dealing with project submittals. In brief, a second call for projects would be issued in October. All projects would be either endorsed, or not endorsed, based on a set of criteria to be developed. The group adopted the technical committee proposal and agreed that the endorsed projects would be included, but not ranked, as an appendix to the King County 07 Coordinated Plan.

Ben Brackett confirmed that the PSRC will not require a prioritized or ranked project list to be submitted to it as part of the 07 Coordinated Plans from any county or

sound transit, however, PSRC will undertake a prioritization in its actual federal grant allocation process. **Ben agreed to confirm this via email to all planning groups in the four county region.**

The group agreed that the next steps on the projects issue are for the technical committee to (1) amend the project application form to ensure it asks proposers to identify all proposed funding sources, and whether it is a capital or operating grant being sought; (2) develop a process and set of criteria for making the endorsement/no endorsement decision on all projects received; and (3) propose a process and set of criteria for ranking projects that will be seeking WSDOT funding.

**Draft Outline of Coordinated Plan.** The group reviewed and approved the preliminary outline of the plan prepared by Connie Soper, with amendments that the discussion of Key Findings and Prioritized Strategies be placed earlier in the report and the projects list will not be prioritized, but simply endorsed, and will be included as an appendix.

**Review of Preliminary Gaps/Redundancy Analysis.** Connie reviewed the process and key findings in the draft gaps analysis. She noted that documents she has reviewed do not provide an adequate basis for a true redundancy analysis. Karen reminded the group it had agreed to cut-off the bibliography list in August so that Connie could complete the gap analysis on a timely basis. **Connie will finish work on the gap analysis for presentation to the Steering Committee at its first meeting.**

**Plan “Approval Body” options to be submitted to Steering Committee.** Karen discussed the need to present a proposal to the formal Steering Committee as to who should be asked to formally approve the draft plan that the Steering Committee completes this fall. It was agreed that given the short amount of time, the group of four individuals who had been asked to approve the structure of the Steering Committee should be asked to also approve the plan, namely: Ron Sims (King County Executive), Bob Drewel (PSRC Executive Director), Joni Earl (Sound Transit Executive Director), and Jon Fine (United Way of King County President and CEO). This proposal will be submitted to the Steering Committee with the endorsement of the interim steering committee.

**Plan Schedule.** Karen reviewed the proposed plan schedule. Given budget and time constraints, it is proposed that the Steering Committee meet only 3 times in the development of the plan, thus shifting more work to the technical staff team. **Karen will keep updating the schedule for each meeting, and will incorporate the latest information from WSDOT as to its funding schedule.**

**Proposed date / time / location for November “Partners” meeting to provide feedback on draft Plan.** Karl Otterstrom presented a question from Pat Cleary as to whether it makes more sense to call the partners together in November, or simply

seek their feedback electronically? The group discussed the pros and cons. Margaret Casey noted that it would probably be important to provide information about the draft 2007 Coordinated Plan to the Key Partners group, separate from any request for feedback on the draft plan. *It was agreed that there may be several groups that would want to hear a presentation regarding the draft plan, and that a meeting simply to get feedback on the plan may not be the best use of time.* **All interim steering committee members will forward to Karen the names of any groups, in addition to Key Partners, that may want to have a presentation on the draft plan.** Names should be forwarded before the next meeting. Karen noted that giving these presentations is outside of the scope of the consultant contract, so interim steering committee members or technical team members would likely be enlisted for making these presentations.

**Proposed agenda for next meeting.** Karen noted that the agenda is set forth in the plan schedule; it includes:

- Presentation by ISC Representative to review status of work to date and to propose that the following be adopted by consensus: vision statement, goals and objectives, outline of plan.
- Adopt approval process for the plan.
- Brief overview of SAFETEA-LU, federal funding sources, timelines, process for programming the funds.
- Presentation of Gap /Redundancy Analysis.
- Review and approve second call project projects.
- Review and approve project prioritization process (i.e. threshold criteria to be applied)
- Proposed approach for Public Outreach, present proposed agenda for November meeting, decide on a date for early 2007 framework for action meeting.
- Discussion of strategies for inclusion in plan.
- Direction to technical / consultant team re: plan development next steps.

The meeting was adjourned at 2:15 p.m.

**Steering Committee for  
King County 2007 Coordinated Human Services and Public Transit  
Transportation Plan**

Friday, October 6, 2006; 12:00 noon – 2:00 p.m.  
PSRC Offices  
1011 Western Avenue, Suite 500, Seattle

*Note to committee members: Please bring your calendars so we can schedule future meetings*

Proposed Agenda

13. Welcome and Introductions
14. Today's Proposed Agenda & Goals
15. The Steering Committee: Mission & Timeline (attached)
  - n. Current committee members & contact information (preliminary draft attached)
16. Proposed Steering Committee Groundrules (attached)
17. Minutes of 9-14-06 Interim Steering Committee meeting (attached)
18. Why do we need a Coordinated Plan? Overview of SAFETEA-LU requirements and related ongoing planning efforts in the region (*powerpoint presentation*)
19. Presentation by Interim Steering Committee Representative of status of work to date/request for amendment/adoption of:
  - o. Coordinated Plan vision statement (attached)
  - p. Goals and Objectives (attached)
  - q. Coordinated Plan Outline (attached)
  - r. Proposed process for final Coordinated Plan approval (attached)
  - s. Project schedule (attached)
20. Presentation of Gap /Redundancy Analysis (attached)
21. Special Needs Projects to be included in 2007 Plan:
  - t. Re-cap of Results of August 2006 Call for Projects (attached)



- u. Review/amend/approve second Call for Projects. (attached)
- v. Review/amend/approve project prioritization process (i.e. threshold criteria to be applied) (attached)

22. Proposed approach for Public Outreach on 2007 Coordinated Plan (attached)

23. Discussion: Implementation Strategies for Inclusion in Coordinated Plan

24. Public Comment

*Proposed rules for comment.* 3 minute limit per speaker; comment must refer to items on the agenda; no more than 3 speakers on the same side of any issue.

25. Feedback from Committee Members

26. Section of Date / Time / for next meeting of Steering Committee

w. Meeting 2: Second Week of November – some options:

Date	Time
Wednesday, Nov. 8	Noon – 2:00 p.m.
Wednesday, Nov. 8	4 – 6 p.m.
Thursday, Nov. 9	Noon – 2:00 p.m.
Thursday, Nov. 9	4 – 6 p.m.
Friday, Nov. 10	10 - noon
Friday, Nov. 10	Noon – 2:00 p.m.

27. Adjourn

**Steering Committee for  
King County 2007 Coordinated Human Services and Public Transit  
Transportation Plan**

Friday, October 6, 2006,  
PSRC Offices, 1011 Western Avenue, Suite 500, Seattle

**MINUTES**

(As approved by the Steering Committee on November 8, 2006)

*Italicized underlined text* indicates decision items;  
***bold face italicized text*** indicates follow up items.

**Interim Steering Committee Members Present:** Linda Wells, King County DCHS/CSD-Aging; Pamela Piering, City of Seattle Human Services--Aging and Disability Services; Mark Okazaki, Neighborhood House; Janice C. Dillman-Long, Harborview Medical Center; Alex O' Reilly, Bellevue Parks and Community Services; Bob Sahm, Metro Transit; Lynn Moody, Hopelink; Cindy Zwart, Senior Services; Doug Whalen, United Way; Jacqueline Mann, Puget Sound Educational Service District; Carol Sue Elliott, Church Council; Manuela Ginnett, Multi-Service Center; Angelina Allen-Mpyisi, City of Federal Way; Frank Dowgwilla, Puget Sound Dispatch; Robyn Govan, First Place; Leo Finnegan, King County Developmental Disabilities Board; Larry Showalter; ASAC; Ruth Tolmasoff, Mt. Si Senior Center; Bob Flor, King County Metro-JARC Committee; Rick Krauss, DSHS Region 4 Community Service Division; Tony Orange, CAMP; Ben Brackett, PSRC

**Staff Present:** Karl Otterstrom, Metro Transit; Melony Greene, Metro Transit; Connie Soper, Nelson\Nygaard; Karen Reed, Facilitator

Agenda

**Welcome and Introductions.** Karen Reed, facilitator, called the meeting to order at 12:05 p.m. Karen welcomed the Steering Committee members noting that all of them have in common an involvement with special needs transportation. Karen noted that the process for completing the 2007 King County Coordinated Human Services and Public Transit Transportation Plan (the 'Coordinated Plan") is quite accelerated. The planning effort began in July and the Coordinated Plan must be completed by mid-December in order to maximize the opportunity for local agencies to compete for certain federal and state funds that support special needs transportation. This is the first time that the Coordinated Plan has been required by the federal government, and the rules for completing the plan are unclear. Karen noted that the Steering Committee will have an important role not only in reviewing and amending the work that the interim steering committee has done since July, but also in deciding which projects should be endorsed for inclusion in the Coordinated

Plan, identifying and prioritizing strategies for including the Coordinated Plan, and helping to shape the process for developing next years' Coordinated Plan.

The Steering Committee Members introduced themselves, noting their agency/affiliation, the interest group they are representing on the Steering Committee, and whether they had been involved with the interim steering committee.

**Proposed Agenda & Goals.** Karen reviewed the agenda and proposed allotted times for each item.

**The Steering Committee Mission & Timeline.** Karen presented the proposed Steering Committee mission statement, and the general project timeline. The mission statement was approved by consensus, and reads: "The Steering Committee will provide oversight for development and completion of the King County 2007 Coordinated Plan, and help shape the process for developing the 2008 Coordinated Plan."

Karen called the Committee Members' attention to the pages in the agenda packet that identify Committee Members and Alternates. A contact information sheet was passed around and Members were asked to confirm and complete their contact information.

**Proposed Steering Committee Groundrules.** Karen reviewed the proposed groundrules by which the Steering Committee would operate. The groundrules were approved by consensus.

**Minutes of 9-14-06 Interim Steering Committee meeting.** Karen asked the members of the interim steering committee to vote on the proposed minutes of the September 14, 2006 interim steering committee meeting. A correction was noted that Lisa Yeager is from East, rather than South, King County. As so corrected, the minutes were approved.

**Why do we need a Coordinated Plan? Overview of SAFETEA-LU requirements and related ongoing planning efforts in the region.** Connie Soper, with the firm of Nelson / Nygaard, and lead for the Consultant Team, presented a powerpoint presentation on the federal laws which require adoption of the Coordinated Plan. In summary, the SAFETEA-LU legislation was passed by Congress in August 2005, and this is the first year that coordinated plans are being required. However, the federal regulations for such plans have not yet been finalized. The goals of the plans, as identified in SAFETEA-LU and related proposed regulations are to identify local service gaps and barriers; identify strategies to address these gaps; build on existing collaborations between human service and public transit provider; and identify future coordination opportunities. The Puget Sound Regional Council, as well as Sound Transit, and King, Pierce,

Snohomish and Kitsap Counties are all in the process of preparing Coordinated Plans. Allocation of three different federal funding sources is contingent upon completion of the Coordinated Plans: Job Access and Reverse Commute (JARC) funds; New Freedom funds; and Section 5310 Funds. JARC funding is for programs that offer job access and reverse commute services to provide transportation for low income individuals. JARC funds will be administered by the PSRC. New Freedom funding is for projects that address transportation needs of persons with disabilities, beyond those services required by the Americans with Disabilities Act. New Freedom funds will be administered by the PSRC. Section 5310 funding is for projects that will increase mobility for the elderly and for persons with disabilities. Section 5310 funds will be administered by WSDOT.

Connie continued her presentation reviewing the work of the interim steering committee and consultant/staff team to date; the project methodology; proposed outline of the Coordinated Plan; results of the gaps analysis; the requirement for stakeholder involvement in development of the Coordinated Plan; the 2006 schedule; and the proposed 2007 activities related to future coordinated plans.

**Action on Interim Steering Committee Work Products.** Karen introduced the work that the interim steering committee has completed since July. The Steering Committee is being asked to review, amend and approve this work. The group then discussed each item in turn:

- **Coordinated Plan vision statement.** Karl Otterstrom, Metro Transit staff, and member of the staff team introduced the proposed vision statement for the 2007 Coordinated Plan, which is: “The vision for King County’s coordinated transportation system is that transportation services in King County will work toward providing mobility for the entire community, and will serve transportation disadvantaged persons through a coordinated system designed to gain economies of scale, eliminate duplication, and expand service availability and quality.” Karl noted that the vision statement is similar to that being used by Sound Transit, PSRC and Pierce County. *The Steering Committee approved the vision statement by consensus.*
- **Goals and Objectives.** Karl reviewed the proposed goals and objectives for the 2007 Coordinated Plan, which are drawn directly from those being used by Sound Transit. Steering Committee members made a number of observations as to the need for some edits to the proposed goals and objectives. Lynn Moody suggested that both local and regional transportation services been referenced. Under the objective “Targeted Outreach,” a number of changes were suggested including: remove reference to “active” in connection with seniors; remove reference to “middle-aged adults”; remove reference to “parents;” add reference to “low income populations, and “limited-English ability populations.” Under the objective “Making Providers Available, it was suggested to clarify that the providers

being referred to are “transportation providers.” **Staff will make these additions and bring them back for the Steering Committee approval at the next meeting.** It was also noted and agreed that the Coordinated Plan should have a glossary section, to define terms such as “regional.”

- **Coordinated Plan Outline.** Connie Soper reviewed the proposed outline for the Coordinated Plan. Jacqueline Mann suggested that there should be a section on the demographic profile of youth generally, not simply low income youth. Connie noted that per the group’s earlier discussion, a glossary would also be added. With these changes, the Coordinated Plan Outline was approved.
- **Process for final Coordinated Plan Approval.** Karen Reed presented the recommendation from the interim steering committee that in the interest of securing an endorsement for the 2007 Coordinated Plan from regional leaders, and in the interest of time, the same four individuals with regional standing in human services and transportation issues who endorsed the composition of the Steering Committee be asked to approve the 2007 Coordinated Plan as developed by the Steering Committee. Those four individuals are: Ron Sims (King County Executive), Bob Drewel (PSRC Executive Director, Joni Earl (Sound Transit Executive Director), and Jon Fine (United Way President and CEO). The Steering Committee unanimously endorsed this proposal.
- **Project Schedule.** Karen reviewed the project schedule which calls for the committee to review the draft plan in the second week of November; call for comment on the plan in the second half of November; review the revised plan in the second week of December, and seek approval from the 4-person approval group in the second or third week of December. There were no questions from the Steering Committee Members.

**Presentation of Gap /Redundancy Analysis.** Connie Soper presented the draft Gaps and Service Duplication Analysis which, when finalized, will become part of the 2007 Plan. Connie noted the analysis was based on existing documents, not new independent research. The analysis indicates that gaps include lack service to various areas especially areas outside the urban core; the need for extended service hours; need for personal services and facilities; and need for better access to service (physical and informational). Connie noted that currently available studies do not provide a good picture of any redundancies in the system; new studies would need to be undertaken to provide this information. Connie urged the Steering Committee members to take time to read the gaps analysis document and ask for any clarifications or additions.

**Special Needs Projects to be included in 2007 Plan.** Karen introduced the subject of projects that would be applying for JARC, New Freedom and section 5310 funds in 2007: information to date from the State and federal government (Federal Transit Administration) is that these projects need to be derived from

locally-approved plans, specifically, the 2007 Coordinated Plan. Thus, the goal is to identify as many King County area agency projects as possible and include them in the 2007 Coordinated Plan as appropriate, in order to give the projects the needed foundation of support for their separate funding applications for these federal funds.

**Call for Projects—Round One.** Melony Greene, Metro Transit staff and member of the project staff team, reviewed the results of the first “Call for Projects” that was issued by the interim steering committee in August. The Call was issued via email to as many agencies and individuals who could be contacted with current involvement in human services transportation issues. Twenty-five project proposals were submitted in response, covering an array of ideas including services, training, outreach, existing service continuation funding and expansion of new service.

**Call for Projects – Round Two.** Karl Otterstrom then presented the proposed text of a second “Call for Projects,” including revisions to the proposed Project submittal form. Karl explained that those agencies which submitted an idea in the initial Call for Projects would need to fill out some additional information in this second round. Bob Sahm noted his interest in adding a line to the project form that denoted the number of people served by the proposal. Ruth Tolmasoff noted that in rural areas, there may be a small number of people served and she would be concerned if a project was rated down because of that. Karen agreed to try to revise the form in a manner that addressed both concerns. Mark Okazaki noted that some applicants may be using in-kind resources or other grant funds as part of the anticipated funding and these ideas should be noted in the project submittal form. It was further suggested to add a request for a project timeline in the form. As so amended, the call for projects and project submittal form was approved. It was noted that the call for projects would be circulated electronically to interested agencies. Linda Wells suggested that if possible, the call for projects also be published somewhere. Karen responded that it was unclear whether the project budget would support this but the staff team would look into it.

**Project Endorsement Proposal.** Karl then went on to review the proposed process to be used to endorse projects for inclusion on the King County 2007 Coordinated Plan. Rather than rank-order submittals, the proposal is to simply endorse or not endorse projects, and include all endorsed projects as an appendix to the Plan. Staff will present suggested list of endorsed projects to the Steering Committee at the next meeting. The decision to endorse, or not endorse, a project would be based on the determination of whether the project would address and promote any of the goals and objectives of the Coordinated Plan, as revised and approved by the Steering Committee. If the proposed project did not do so in any way, it would not be endorsed. The form includes an opportunity to note ways in which the project could be strengthened.

It was noted that Steering Committee members would be able to submit their own endorsement forms in advance of the next meeting, should they choose. Mark

Okazaki suggested that in order to avoid cherry-picking, if any Steering Committee member submitted any endorsement worksheets, they should complete the information for all projects. It was further suggested that Steering Committee members not submit worksheets for projects submitted by their own agencies. Lynn Moody suggested that an excel spreadsheet be created by staff for the endorsement of all projects, rather than ask Steering Committee members to complete a series of separate forms, one for each project. Cindy Zwart noted that the state department of transportation (WSDOT) still wants the Steering Committee to rank projects that will be applying for grant funds that the state is tasked with allocating. Karen noted that the staff will bring back a proposal for a way to deal with these WSDOT administered grant projects at the next meeting. Ben Brackett noted that for purposes of the PSRC-administered grants, it might be in the interests of the Steering Committee to go ahead and rank all projects received rather than leave it to the PSRC. Karen noted that the issue of whether to rank or not to rank was a particular challenge given the evolving nature of the direction from both PSRC and WSDOT; the goal that the technical staff team had set was to 'do no harm' to locally derived submittals in face of the ambiguities about the upcoming grant processes.

It was noted that the endorsement worksheet should clarify that projects will be *considered* for funding, but not necessarily funded; it was further noted that the form should reflect the changes to the goals and objectives agreed to at today's meeting. *With these amendments, the endorsement form was approved by consensus.*

**Proposal for Public Outreach on Plan.** Pat Cleary briefly presented the proposed approach for Public Outreach on 2007 Coordinated Plan. Rather than conduct a public hearing or series of public meetings on the plan, the approach is to send a mailing seeking feedback on a short set of questions about plan priorities and the process for the next iteration of the plan; the mailing would also provide a web-link to the entire plan so that interested groups could provide more comments if they so chose. There will be a very limited window for comment, beginning after the Steering Committee approves the draft plan at its second meeting, and before the Committee meets for a third time to approve the revised final draft plan.

Alex O' Reilly asked if the mailing would be tailored for non-English speaking groups; Pat responded that since the target mailing would be to agencies, rather than individuals, it would simply be in English. *The public outreach proposal as presented was approved by consensus.*

**Implementation Strategies.** Karen noted that there was not time to discuss the idea of implementation strategies, and that there would be a short "homework assignment" for Steering Committee members over the next few weeks to provide feedback on implementation strategies to be prioritized and included in the King County 2007 Coordinated Plan; the instructions for this will be forthcoming by email.

**Public Comment; Steering Committee Feedback.** Karen observed that there were no members of the public asking to provide public comment. She then asked for feedback on the meeting and materials from Steering Committee Members. Mark Okazaki asked that the next agenda more clearly delineate which items will be “action items” for the group, as opposed to discussion items. There were no additional comments.

**Next Meeting Date.** The group then discussed its availability for a second meeting; by consensus it was agreed that the second meeting of the Steering Committee would be held on Wednesday, November 8, from 2:00 to 4:00 p.m.

The meeting was adjourned at 2:10 p.m.



**Steering Committee for  
King County 2007 Coordinated Human Services and Public Transit  
Transportation Plan**

Wednesday, November 8, 2006, 2:00 – 4:00 p.m.  
PSRC Offices, 1011 Western Avenue, Suite 500, Seattle

**Agenda**

1. Welcome and Introductions
2. Today's Proposed Agenda & Goals
3. Review of Project Timeline
4. **Approval** of Minutes of October 6, 2006 Steering Committee Meeting
5. Update on Grant Funding Processes (PSRC, WSDOT) and how those processes may impact Draft Plan
6. Presentation of Draft Plan
  - a. Overview of Draft Plan
  - b. **Action**: Approval of Revised Goals and Objectives
  - c. Discussion and **Action** on Prioritization of Implementation Strategies to be included in Draft Plan
    - i. Feedback from Steering Committee Members on the four draft implementation strategies
    - ii. Steering Committee recommendation on prioritization
  - d. Appendix on Projects: Discussion and **Action** on List of Projects to be Endorsed
    - i. Results of call for projects
    - ii. Staff proposed Project Endorsement List, based on staff review of projects.
    - iii. Steering Committee recommendation on Project Endorsement List
  - e. **Action** on Draft Plan, as amended by items (b), (c) and (d) and any other proposed changes from Steering Committee: ***i.e., Vote whether to send out Draft Plan for public comment***
7. **Action** on Proposed Draft Plan Outreach Flyer, Revised Outreach Plan

- a. Outreach Plan/Timeline
  - b. Outline of Flyer to be mailed
8. Public Comment
- a. Public Comment Rules: 3 minute limit per speaker; comment must relate to items on the agenda; no more than 3 speakers on the same side of any issue.
9. Feedback from Committee Members
10. Next Meeting Date/Agenda

Note: **Approval Group Meeting** (Sims, Drewel, Earl, Fine) to approve final Plan as proposed by Steering Committee: **Wednesday, December 13, 10-11:00 A.M.** at PSRC.

Adjourn

**Steering Committee for  
King County 2007 Coordinated Human Services and Public Transit  
Transportation Plan**

**MINUTES**

**For meeting of Wednesday, November 8, 2006, 2:00 – 4:00 P.M.**  
PSRC Offices, 1011 Western Avenue, Suite 500, Seattle

(as approved by Steering Committee on December 7, 2006)

**Interim Steering Committee Members Present:** Linda Wells, King County DCHS/CSD-Aging; Margaret Casey, City of Seattle Human Services--Aging and Disability Services; Alex O' Reilly, Bellevue Parks and Community Services; Bob Sahm, Metro Transit; Janis Webb, Hopelink; Denise Klein, Senior Services; Doug Whalen, United Way; Jacqueline Mann, Puget Sound Educational Service District; Dini Duclos, Multi-Service Center; Angelina Allen-Mpyisi, City of Federal Way; Jim O'Malley, Puget Sound Dispatch; Robyn Govan, First Place; Larry Showalter; ASAC; Bob Flor, King County Metro-JARC Committee; Rick Krauss, DSHS Region 4 Community Service Division; Tony Orange, CAMP; Ben Brackett, PSRC; Michael Miller, Sound Transit; Emily Dykstra, Northwest Center

**Staff Present:** Karl Otterstrom, Metro Transit; Melony Greene, Metro Transit; Connie Soper, Nelson\Nygaard; Karen Reed, Facilitator

*Italicized underlined text* indicates decision items;  
***bold face italicized text*** indicates follow up items.

**Proposed Agenda**

**Welcome and Introductions.** The meeting was called to order at 2:03 p.m. by Karen Reed, the facilitator. Steering Committee members and persons in the audience introduced themselves.

**Today's Proposed Agenda & Goals.** Karen reviewed the agenda noting that the main action for today's meeting is to approve a draft of the coordinated plan to be circulated for public comment later this month.

**Review of Project Timeline.** Karen reviewed the project timeline. The overall goal is to complete the plan by mid-December so that agencies within King County seeking federal funds through the grant processes being administered by the Puget Sound Regional Council (PSRC) and the State Department of Transportation (WSDOT) will have the best opportunity to compete in those grant rounds. The Approval Group – the four regional leaders who will be asked to sign off on the plan

developed by the Steering Committee—will be meeting December 13. so the Coordinated Plan must be completed by the Steering Committee before then. The public comment period is proposed to close on November 29.

**Approval of Minutes of October 6, 2006 Steering Committee Meeting.** *With the correction of a few typographical errors, the minutes of the October 6 meeting were unanimously approved.*

**Update on Grant Funding Processes (PSRC, WSDOT) and how those processes may impact Draft Plan.** Ben Brackett, Assistant Planner with the PSRC, briefly reviewed the schedules for the upcoming PSRC and WSDOT administered federal funding grant rounds.

**Presentation of Draft Plan.** Karen noted that there are three key parts to the Draft Plan that the Committee will be asked to approve today, in addition to approving the overall plan: (1) the plan Goals and Objectives; (2) the Prioritized Implementation Strategies; and (3) the list of projects to be endorsed as part of the Draft Plan. Connie Soper from Nelson\Nygaard presented an overview of the Plan. She noted that the Committee has seen most of the plan before, including the three items Karen mentioned, and at its last meeting the Committee also reviewed the gaps analysis draft and a summary of the federal funding programs in relation to which the Plan is being prepared. The new parts of the draft include a demographic overview of King County and some maps related to that, as well as a glossary of defined terms.

**Approval of Revised Goals and Objectives.** Karen directed the Steering Committee to the redlined version of the goals and objectives and asked if there were further changes. Jacque Mann noted that she preferred the term “youth” instead of “children and teenagers.” Doug Whalen and Robin Govan noted that there were important distinctions between the transportation needs of “children” and “youth” and proposed that both be mentioned. This change was agreed to by the Committee unanimously, with resulting word changes to “Goal 3” and “Targeted Outreach.” Margaret Casey noted that there was an extra word (“to”) under the caption “More People Helping. *As so revised, the Goals and Objectives were unanimously approved.*

**Discussion and Action on Prioritization of Implementation Strategies to be included in Draft Plan.** Karl Otterstrom reviewed the packet materials which tabulated responses from Steering Committee members as to the relative importance of four proposed implementation strategies. Fourteen Steering Committee members submitted proposed importance rankings. In order of importance ranking, these are: (1) Revisions to existing policies, regulations, legislation.; (2) Planning/Stakeholder Involvement; (3) Operational Improvements; and (4) Technology Improvements. In addition, Ruth Tolmasoff proposed an additional strategy called “Develop Networks to Serve Currently

Unserved/Underserved Areas. Karen noted that she briefly talked to Ruth today; she is unable to attend the meeting but her proposal relates to increasing service in rural areas and other underserved areas. A lengthy discussion then followed regarding whether the proposed new strategy was within the scope of the second strategy (Planning/Stakeholder Involvement) or should be included as a separate, fifth strategy. Denise Klein observed that the new strategy was different from coordinated planning and rather spoke to a community based delivery of services. Doug Whalen concurred with this view. Margaret Casey and Bob Sahm noted that they thought the new strategy was best subsumed under the Planning and Stakeholder Involvement. There was further discussion that the Planning and Stakeholder Involvement concept wasn't very clear. Bob Sahm noted that he preferred that the new strategy speak to underserved "populations" rather than "areas." Several Committee members countered that they felt these two were different concepts and both ideas should be included in the fifth strategy. After further discussion, it was agreed that the fifth strategy should be included as a stand-alone strategy but edited to refer to both undeserved/underserved "areas and populations." It was further agreed that the caption of the second strategy should be revised to read "Coordinated Planning." Discussion then turned to the order in which the strategies should be included in the plan. Michael Miller proposed that the strategies not be ranked and that the Steering Committee request rankings from the public as part of the comment period. Pat Cleary noted that ranking feedback is very difficult to secure, particularly in the short time allowed. Denise Klein asked why the strategies were ranked at all? Karl Otterstrom noted that the federal regulations regarding the plans call for "prioritized implementation strategies." The group agreed that the implementation strategies should be ranked in the Draft Plan. Margaret Casey proposed that the new, fifth strategy (networks to serve under-served areas and populations) should be rated higher, and should instead be placed third in ranking after "coordinated planning." Janis Webb noted that she would prefer the strategy be placed lower on the list since it wasn't as important as eliminating duplication. Dini Duclos agreed noting that the fifth strategy was also more specific than the first three strategies, which generally run from the most general to the most specific in nature. After further discussion and vote, the Steering Committee determined to place the implementation strategies in the following order of priority in the Draft Plan:

1. Revisions to existing policies, regulations, legislation;
2. Coordinated Planning
3. Operational Improvements
4. Develop Networks to Serve Currently Unserved/Underserved Areas and Populations
5. Enhanced Use of Technology.

**Discussion and Action on List of Projects to be Endorsed and Included in an Appendix to the Plan.** Karl Otterstrom presented the list of projects submitted in response to the two calls for projects. An additional 4 projects were received in the second round, bringing the total number of projects to 27. Karl reviewed a one-

page matrix listing all projects. The project submittal form requested that submitters identify which of the Plan goals and objectives are promoted by the proposed project. That information, as submitted, is also shown on the matrix. Most projects identified several goals and objectives supported. All the projects submitted propose to meet at least one goal and at least one objective of the Plan. Based on this, the technical staff team recommended that all projects submitted be endorsed by the Steering Committee and included in the Plan. The Committee unanimously endorsed this recommendation. Michael Miller noted it is important that the plan remind readers that the King County Plan endorsement does not guarantee project funding; **Connie Soper will include that caveat in the Draft.**

**Further Comments on Draft Plan and Action to Submit Draft for Public Comment.** Karen asked the Steering Committee to identify further comments or concerns with the draft plan document that should be addressed before the Draft may be submitted for public comment. She noted that the plan includes a new name, less cumbersome than earlier versions; the new name proposed is “King County Special Needs Coordination Transportation Plan.” Margaret Casey noted that the term “special needs” often suggests only persons with disabilities and it would be good to clarify on the cover page that the plan is about serving several groups in addition. The group agreed with this change; **Connie will add a sub-caption on the cover page for this purpose.**

Doug Whalen circulated a list of concerns from Someireh Amirfaiz, the United Way representative. Doug noted her particular concern is lack of demographic data on limited-English speaking populations. **Connie Soper will insert some text in the draft plan noting that there is a lack of data in this regard and that these populations may have unique transportation needs.** Michael Miller noted that the particular federal grant programs for which this Plan is being prepared do not include limited-English speaking populations as a target population but that other federal statutes are directed to that purpose.

It was noted that the list of projects should be included in the body of the report in summary form, and that the matrix should be printed with bigger font than in the draft.

Alex O'Reilly noted that the census divisions named on figure 4-3 are difficult to understand. **Connie will insert a map and additional text to enable readers to understand these references.**

Bob Flor noted that the federal poverty level definition should be included in the discussion of Figure 4-7. **Connie will add this.**

Michael Miller noted that use of the term “transportation disadvantaged persons” got a negative reaction from several persons commenting on their plan; others concurred with this observation. It was agreed to instead use the term “special

needs populations” wherever possible. It was further agreed that the definition of “special needs populations” should include the phrase “children and youth”, not just youth. It was then noted that the vision statement in the plan should be modified to delete the phrase “transportation disadvantaged persons.” The group agreed to revise the vision statement to read: “The vision for King County’s coordinated transportation system is that transportation services in King County will work toward providing mobility for the entire community, and will serve children and youth, the elderly, persons with disabilities and those of low-income status through a coordinated system designed to gain economies of scale, eliminate duplication, and expand service availability and quality.”

As so amended, the Steering Committee unanimously agreed to submit the Draft Plan for Public Comment.

**Proposed Draft Plan Outreach Flyer, Revised Outreach Plan.** Karen briefly reviewed the calendar for securing public comment. The plan calls for a brochure to be mailed and emailed next week to several hundred agencies and jurisdictions within King County, and for comments to be received back by November 29. The staff team will then write-up a summary of comments received and forward them electronically to the Committee on either Thursday, November 30 or Friday December 1. The Consultant and staff teams will then revise the plan based on comment received and send, electronically, a redlined version of the plan to the Steering Committee on Tuesday December 5. The Committee will meet on either December 7 or 8 to approve the final plan. The approval body will then meet on December 13 to receive and endorse the plan as submitted by the Steering Committee.

Pat Cleary then reviewed the elements of the outreach plan, including an outline of the flyer to be sent. Margaret Casey asked if the flyer would be available in PDF format to circulate to her transportation key partners mailing list; Pat confirmed that it would be so available for everyone to circulate electronically. There were no suggested changes to the calendar or public outreach plan. The public outreach timeline and plan were unanimously approved by the Steering Committee.

**Public Comment .** Karen asked if there were any members of the public present who wished to give public comment. Kay Burrows, alternate on the committee to Larry Showalter, and vice-chair of the Accessible Services Advisory Committee noted that use of the term “elderly” in reference to senior citizens as a special needs population may not be acceptable to some; she recommended using the term “senior population.” Michael Miller noted that the federal regulations use the term “elderly” for this plan and so that it would probably be good to use the terminology. There was no further public comment.

**Feedback from Committee Members.** Karen asked for feedback from the committee members. Margaret Casey thanked the consultant team for their work.

**Calendaring of Meeting 3 Date and Time.** After discussion, *it was agreed that Meeting 3 of the Steering Committee would be on Thursday, December 7, from 1:30 – 3:30 p.m.*

Karen noted that at the next meeting, the Steering Committee will be asked to give final sign off on the plan, and select representatives to speak on their behalf at the meeting of the Approval Group on December 13. All members of the Steering Committee would be invited to attend the meeting of the Approval Group. She also noted that as the last meeting of the Steering Committee will be in January, at which point the Consultant Team contract is finished as well, members may wish to give some thought as to how the planning effort will be carried forward into 2007.

The meeting was adjourned at 3:40 p.m.



**Steering Committee for  
King County 2007 Coordinated Human Services and Public Transit  
Transportation Plan**

Thursday, December 7, 2006, 1:30 – 3:30 p.m.  
PSRC Offices, 1011 Western Avenue, Suite 500, Seattle

**Proposed Agenda**

11. Welcome and Introductions
12. Today's Proposed Agenda & Goals
13. **Approval** of Minutes of November 8, 2006 Steering Committee Meeting
14. Presentation of Final Redlined Draft Plan

***The revised plan and a copy of the public comments received will be forwarded electronically as separate documents. The plan will be redlined to show changes to version posted for public comment***

***Note: In the interests of completing the Plan, discussion should be limited in scope to comments received during the Comment Period.***

- a. Overview of Public Comment Received
  - b. Review of changes made to plan in response to comments received
  - c. **Action on Final Plan**: shall the plan as presented/amended be forwarded to the Approval Group?
15. Update on Other Consolidated Plans in the Region (Faith Trimble, Michael Miller, Benjamin Brackett)
  16. Discussion: Ideas about How to Make the Next Plan Update Process a Success.
  17. Planning for the "Approval Group" Meeting, December 13.
    - a. Appointment of Spokespeople from Steering Committee

- b. Identification of Key Themes to be presented to Approval Group by Spokespeople
  - i. Themes from the Final Plan
  - ii. Themes from the discussion about next year’s planning process

18. Public Comment

*Public Comment Rules: 3 minute limit per speaker; comment must relate to items on the agenda; no more than 3 speakers on the same side of any issue.*

19. Feedback from Committee Members

20. January Meeting Date/Agenda: *date and time to be set after surveying all committee members electronically.*

Proposed Meeting dates/times

Wednesday, January 10 1:00 – 3:00 p.m.
Wednesday, January 10 2:00 - 4:00 p.m.
Thursday, January 11 1:00 -3:00 p.m.
Thursday, January 11 2:00 – 4:00 p.m.
Wednesday January 17, 1:00 -3:00 p.m.
Wednesday, January 17, 2:00 – 4:00 p.m.
Thursday, January 18 1:00 – 3:00 p.m.
Thursday, January 18, 2:00 – 4:00 p.m.

Adjourn

**Steering Committee for  
King County 2007 Coordinated Human Services and Public Transit  
Transportation Plan**

**DRAFT MINUTES**

Thursday, December 7, 2006, 1:30 – 3:30 p.m.  
PSRC Offices, 1011 Western Avenue, Suite 500, Seattle

**Interim Steering Committee Members Present:** Linda Wells, King County DCHS/CSD-Aging; Pamela Piering, City of Seattle Human Services--Aging and Disability Services; Alex O' Reilly, Bellevue Parks and Community Services; Bob Sahm, Metro Transit; Lynn Moody, Hopelink; Denise Klein, Senior Services; Doug Whalen, United Way; Angelina Allen-Mpyisi, City of Federal Way; Frank Dowgwilla, Puget Sound Dispatch; Robyn Govan, First Place; Kay Burrows, ASAC; Bob Flor, King County Metro-JARC Committee; Rick Krauss, DSHS Region 4 Community Service Division; Tony Orange, CAMP; Ben Brackett, PSRC; Andrea Uhner, Northwest Center; Michael Miller, Sound Transit; Leo Finnegan, King County Developmental Disabilities Board; Ruth Tolmasoff, Mt. Si Senior Center

**Staff Present:** Karl Otterstrom, Metro Transit; Melony Joyce, Metro Transit; Connie Soper, Nelson\Nygaard; Karen Reed, Facilitator

**Alternates Present:** Margaret Casey, City of Seattle Human Services--Aging and Disability Services; Cindy Zwart, Senior Services.

*Italicized underlined text* indicates decision items;  
***bold face italicized text*** indicates follow up items.

**Agenda**

21. **Welcome and Introductions.** Karen Reed, facilitator, began the meeting at 1:40 p.m. Members, alternates and staff introduced themselves.
22. **Today's Proposed Agenda & Goals.** Karen noted there are three main action items on the agenda today: approval of the plan; discussion of the planning process for next year; and preparation for the meeting with the "Approval Group."
23. **Minutes of November 8, 2006 Steering Committee Meeting.** The minutes were unanimously approved as submitted.
24. **Presentation of Final Redlined Draft Plan.** Connie Soper, with the consulting team, reviewed the changes to the draft plan version posted at the beginning of the November comment period. She noted that three public

comments were received. A number of minor technical changes were made to the draft plan, and redlined copies were sent to the committee members in advance of today's meeting.

Karen asked if any members of the Steering Committee had further comments or changes to the plan. None were suggested. *It was moved and seconded that the Plan be adopted as submitted and forwarded to the Approval Group for endorsement; the motion passed unanimously.*

- 25. Update on Other Coordinated Special Needs Transportation Plans in the Region.** Karen noted that Faith Trimble would not be making a presentation, and asked Michael Miller with Sound Transit and Benjamin Brackett with the PSRC to speak to the status of their respective agency's plans. Michael noted that the Sound Transit plan has been adopted by the Board and includes the same goals and objectives as the proposed King County plan; the Sound Transit plan has been forwarded to PSRC. Michael noted further that the Pierce County and Snohomish County Plans are being updated from last year; they also have the same goals and objectives as the proposed King County plan, but have prioritized project lists included. Benjamin Brackett noted that the PSRC Transportation Operations Committee would be approving the proposed PSRC plan soon and the PSRC Executive Board would approve the plan on January 25; the plan will also be approved by the PSRC general assembly in the spring. The PSRC plan includes the same goals and objectives as the proposed King County plan.
- 26. Discussion: Ideas about How to Make the Next Plan Update Process a Success.** Karen facilitated a group discussion of a variety of topics assessing this year's planning process and identifying priorities for next year. (See attached transcription of ideas from the Steering Committee). ***Based on this feedback, the consultant team will prepare a statement of values and principles and a 2007 work plan for the Steering Committee to review and approve at its last meeting in January.***
- 27. Planning for the "Approval Group" Meeting, December 13.** Three people were nominated to serve as spokespeople for the Steering Committee: Lynn Moody, Bob Flor, and Margaret Casey. Lynn withdrew her name in favor of Margaret in recognition of Margaret's many contributions to the regional dialogue on special needs transportation; *Bob Flor and Margaret Casey were unanimously approved as the Steering Committee Spokespeople.* The group then identified a number of consensus points to be communicated to the Approval Group, including: the value of the interagency steering committee and the members' willingness to serve on it next year; the importance of securing a lead agency; the value of the coalition approach to funding the project; the need to start the planning process sooner next year;

the desire to conduct more outreach as part of next year's planning process; the status of the King County plan as compared to other regional plans; the desire to establish an action agenda and benchmarks in the next plan update; and to identify to the approval group the five implementation strategies selected by the Steering Committee. ***Karen agreed to write up these communication points in a separate document to be used by Margaret and Bob and to share this document in advance with the group.***

28. **Public Comment.** There was no public comment.

29. **Feedback from Committee Members.** Bob Sahm thanked the consultant and staff team.

30. **January Meeting Date/Agenda.** The group identified the following two dates as the best for the next meeting:

Thursday, January 11 1:00 -3:00 p.m.
Thursday, January 18 1:00 – 3:00 p.m.

Karen will follow up via email with the entire committee to confirm which of these two dates works best.

The meeting was adjourned at 3:10 p.m.

*Attachment:* Transcript of Ideas from the Discussion on 2007 Planning Process

Transcript of Ideas from Discussion about how to make the next plan update process a success:

*Comments receiving general consensus are shown in **bold font**:*

Outreach Process

**Need more time to complete plan.**

**Broad participation on the steering committee from system users, providers and funders should be encouraged.**

**The project identification/endorsement process should be clarified.**

Projects should be ranked

There should only be a single call for projects.

Consideration should be given to how we can support non-federally funded project applications.

Having a facilitator/consultant team helped with the project, getting information out and keeping the process moving.

**Provide more background to steering committee members as an educational effort up front;** not all members have the same level of experience in the special needs transportation system and how it works.

Ask more targeted questions in the public outreach effort.

Get more involvement from system users in outreach.

There should be a lead agency for the Plan update.

Steering Committee

**An interagency steering committee is important to the success of the process.**

**The current composition is appropriate.**

Housing agencies should be added.

Members should have training /informational session up front in process to help ensure all have a foundation for understanding the special needs transportation system.

### Outreach

**There should be more outreach next year, particularly to the public / end-users of the system.**

Be more pro-active in contacting low-income communities for feedback. Use focus groups to contact low-income communities.

Be more pro-active in contacting rural communities as well.

Go to all sub-regions of the County for feedback.

Talk to end users early in the process; that is more interesting to them and more helpful to the plan (as opposed to seeking their comment on a completed draft plan).

Vary strategies, plan ahead to ensure broad input.

Steering Committee should stay out of the input process up front.

Go to communities at night.

End users can provide helpful information about their needs and desires. We need to translate this into a plan that is responsive to the federal mandate.

Piggy-back off of other public outreach efforts.

Consideration should be given as to how we communicate back to the public after receiving and considering their initial input.

### Scope of the Plan

The Plan should address more than simply a response to the federal planning requirements. It should be aspirational as well.

Next year's plan should look at what implementation resulted from this year's plan.

### Making the Plan Real

The plan should be about more than simply complying with the federal requirements.

Benchmarks and more outreach will help make the plan real.

Include identification of local “best practices.”

Show the public how they will benefit from participating in development of the plan, and what may be lost if they do not participate.

### Approval Group

**The current approval group – King County Executive, Sound Transit Executive, United Way of King County CEO, and PSRC Executive – is appropriate and should be asked to continue in this capacity.**

A benefit of this group is that its membership is limited.

The approval group needs a better name.

### Staffing and Funding of the Study

**It was important to have an outside consultant to help manage and referee the discussions.**

Shared funding of the study contributed to buy-in.

Metro is willing to contribute staff support to the plan next year.

Hopelink is willing to contribute money to the process next year, although this can be a logistical challenge. They are also willing to contribute staff support.

**There should be a lead agency.**

It is easier if the lead agency is a government.

It is worth asking other cities if they wish to participate financially.

### 2007 Work Plan

The “policies and regulations” effort should identify ways to reduce barriers to commingling of funds by changing practice, requirements at the local level.

Get clearer on the roles and responsibilities of the various actors / parties in the system and how they can support the goals and objectives.

**Develop an action plan of concrete steps to be taken.**



Identify barriers to funding coordination, ways to resolve timing issues as between in various grant programs.

Develop performance measures and standards and distinguish between “trip-based” programs and “non-trip-based” programs.

Work with the state to make the grant process easier.

Other concluding comments:

Coordinate outreach between PSRC and other counties to various target groups.

Add state employment security and workforce program representatives to the committee.

It will be difficult to make progress in serving networks of underserved populations.

# Coordinated Special Needs Transportation Plan

**O**ver the past several months, agencies, organizations and individuals in King County have been working on a special-needs transportation plan. The goal is to coordinate transportation for children and youth, people with low incomes, seniors, and people with disabilities. The committee now has a 2007 coordinated transportation plan in draft form, and is seeking your feedback before finalizing the plan. Please read this newsletter, which summarizes the draft plan, and return any comments to us by November 29, 2006. The 2007 plan will help us meet federal requirements as we work together to create a more comprehensive plan for 2008. Your review and input will help us improve this plan and lay the groundwork for the 2008-2014 planning process.

Please see inside this newsletter for a description of the draft plan, and a membership list of our steering committee. For a look at the full plan, please visit the plan web site, [www.psrc.org/boards/advisory/specialneeds/specneeds.htm](http://www.psrc.org/boards/advisory/specialneeds/specneeds.htm)



## Steering Committee Seeks Your Input

Coordinated transportation planning for:

- Children and youth
- People with low incomes
- Seniors
- People with disabilities



November 2006

# Coordinated Special Needs Transportation Plan

## Draft Summary

**T**he Coordinated Transportation Plan outlines our vision and goals for improved, well-coordinated transportation services to those who need it most, and the steps we can take to carry out the plan.

## Vision

Transportation services in the county will work toward providing mobility for the entire community and will serve children and youth, the elderly, persons with disabilities, and those with low incomes through a coordinated system designed to gain economies of scale, eliminate duplication, and expand service availability and quality.

## Goals

Our goals are as follows:

- Put people first by improving availability, safety, ease of use, and affordability of special-needs transportation services without increasing transportation budgets. We can do this with better connections, seamless fares, better amenities, and better planning tools.
- Move people efficiently by better coordination in planning, service delivery and reporting.
- Move more people by increasing use of lower-cost trip options such as buses, trains, rideshare programs, and vehicle share programs.

**Watch for early 2007 kickoff of the  
2008-2014 Special Needs  
Coordinated Transportation Plan**



## How can we realize our vision and goals?

We believe that we can realize our vision and reach our goals through continued cooperation, and by implementing the following strategies:

- Revise existing policies, regulations, and legislation to reduce regulatory barriers to coordination of services at local, state, and federal levels.
- Create joint ownership and funding of services.
- Improve operations and lower costs by melding duplicated services.
- Develop network for unserved and underserved areas.
- Enhance use of technology to better coordinate service and make it more efficient.

## How we got here

Creation of the current draft plan included a review of many previous plans and studies prepared by various agencies and organizations in King County. Among them were Sound Transit, King County Metro Transit, the City of Bellevue, and the Puget Sound Regional Council. These plans and studies also included significant public outreach and involvement that was focused on the needs of children and youth, people with low incomes, seniors, and people with disabilities.

## We want to hear from you

The Steering Committee asks that you consider the following questions:

- Do you agree with the vision, goals, and strategies of the 2007 Plan?
- Are there points that should be included or omitted?
- Do you have suggestions for the King County 2008-2014 Coordinated Special Needs Transportation Plan—either the points to be included, or the public outreach process?

Your comments will be reviewed by the Steering Committee and included in the final 2007 plan. Send comments by November 29 to Pat Cleary, by email at [pat.cleary@metrokc.gov](mailto:pat.cleary@metrokc.gov), or by mail to Pat Cleary, King County DOT, 201 S. Jackson Street, KSC-TR-0824, Seattle, WA 98104.

## Next Steps

We are asking that you provide feedback about the 2007 draft plan by November 29, 2006. The Steering Committee will review the public comments and adopt a final plan at its December 2006 meeting. The plan is subject to approval by major leaders in human services transportation and public transit.

Early in 2007, we will be inviting you and other organizations and agencies from throughout the region to begin a comprehensive process for the 2008-2014 King County Special Needs Coordinated Transportation Plan. Look for a mailing in the first quarter of 2007.

## Steering Committee

Angelina Allen-Mpytisi, City of Federal Way  
Someireh Amirfaiz, Refugee Women's Alliance  
and United Way King County Systems  
Support Impact Council  
Frank Dowgwilla, Puget Sound Dispatch  
Dini Duclos, Multi-Service Center  
Emily Dykstra, Northwest Center  
Carol Sue Elliott, Church Council of  
Greater Seattle  
Leo Finnegan, King County Board for  
Developmental Disabilities  
Bob Flor, King County Metro's Job Access  
Transportation Committee  
Robyn Govan, First Place  
Denise Klein, Senior Services  
Rick Krauss, DSHS Region 4  
Janice Dillman Long, Harborview  
Medical Center  
Jacque Mann, Puget Sound Educational  
Service District  
Michael Miller, Sound Transit  
Lynn Moody, Hopelink  
Mark Okazaki, Neighborhood House  
Tony Orange, Central Area Motivation  
Program (CAMP)  
Alex O'Reilly, City of Bellevue  
Pamela Piering, City of Seattle  
Bob Sahn, King County Metro Transit  
Larry Showalter, Metro Transit's Accessible  
Services Advisory Committee  
Ruth Tolmasoff, Mt. Si Senior Center  
Linda Wells, King County DCHS/Community  
Services Division



King County  
**METRO**

Department of Transportation  
Community Relations and Communications  
KSC-TR-0824  
210 South Jackson Street  
Seattle, WA 98104

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## Coordinated Special Needs Transportation Plan

### Seeking comments on coordinated plan for transportation-disadvantaged populations

After reading this newsletter, please send your comments on the draft 2007 plan to:

**Pat Cleary**

King County Department of Transportation  
201 S. Jackson St.  
KSC-TR-0824  
Seattle, WA 98104

[pat.cleary@metrokc.gov](mailto:pat.cleary@metrokc.gov)

206-684-1142



**Alternate Formats Available**

**206-263-3703 TTY Relay: 711**

## **King County Special Needs Transportation Plan: Comments Received During November 2006 Public Comment Period**

November 20, 2006

King County DOT  
Pat Cleary  
201 S. Jackson Street  
KSC-TR-0824  
Seattle, WA 98104

Ms. Cleary,

I am writing in response to your request for input to the “Coordinated plan for transportation disadvantaged populations”. I was not able to read the entire report and would appreciate having access via internet.

Regarding the newsletter message I agree elderly and disabled adults need “improved availability, safety, ease of use and affordability”. I also believe my 25 years of working with the transportation system for this population gives me a distinct long term and perspective for commenting as follows:

- Ever changing rules and requirements regarding special transportation causes confusion and discouragement for individual and reduce overall confidence in the system and thereby a person’s access and independence. Home and community based services must hire at their own organizations expense full time transportation coordinators to communicate the rule changes to, advocate with and arrange transportation for persons served.
- Transportation on time arrival, delivery to appointments and pick up after appointments increase uncompensated costs for all concerned and increase the risk for the person served.
- Persons and staff continue to wait on telephone “hold” excessively long for transportation appointments
- Frequent lack of communication between transportation scheduler and transportation driver cause costly and unnecessary trips for persons who in a timely and rule appropriate manner cancel their ride

I also want to add that when I first began to work with this population in 1984, I was arranging services for non family frail elders and disabled adults. Today not only am I paying to arrange this service for hundreds of persons served at my business, but

also, my 95 year old mother in law has daily needs and uses ACCESS special transportation.

I am therefore speaking not only as a professional whose business is adversely affected by transportation inefficiencies, but also as a family caregiver.

I appreciate your interest and the opportunity to comment,

Jan Nestler

Jan Nestler, Executive Director  
Elder and Adult Day Services  
11820 Northup Way Suite E-108  
Bellevue, WA 98005  
Office (direct line) 206-859-5701  
[jnestler@eadscares.org](mailto:jnestler@eadscares.org)  
[www.eads-cares.org](http://www.eads-cares.org)  
caring for the community one person at a time

November 29, 2006

Dear Ms Cleary,

The purpose of this letter is to respond to your request for input on the Coordinated Special Needs Transportation Plan for children and youth, people with low incomes, seniors, and people with disabilities.

As an introduction, I'd like to tell you about us...The Bellevue Network On Aging. We are a newly formed advisory board made up of 15 individuals who work and live in Bellevue. We are advisory to the City of Bellevue Parks & Community Services Department, and our purpose is to "...support the mission of Aging Services in Bellevue through effective and systematic outreach, regional collaboration, and community involvement with a unified voice". We are composed of dedicated men and women who are both over and under the age of 50. Our Network subcommittee on Transportation has reviewed your Plan and offers you the following input.

***We believe we have a unique opportunity to make a difference in transportation obligations as concentrated growth occurs today and in the future of our Bellevue community.***

***We particularly support an initiative of transportation solutions for those not served and those insufficiently served in our community.***

***We think it is important to support our community growth with efficient and cost-effective mobility options for an increasing constituency of people in need.***

Thank you for the opportunity to contribute our thoughts toward your plan. We look forward to providing you and other key decision makers with valuable insight into the needs of older adults now and in the future.

Sincerely,

Gary Dickerman, Chair, Transportation Subcommittee  
Bellevue Network On Aging

cc: Cathy VonWald, Community Services Supervisor, Bellevue Aging Services  
November 29, 2006

King County Coordinated Special Needs Transportation Plan Steering Committee  
King County Department of Transportation



201 South Jackson Street  
KSC-TR-0824  
Seattle, WA 98104

Dear Steering Committee:

The Accessible Services Advisory Committee supports the goals and objectives of the King County Coordinated Special Needs Transportation Plan.

ASAC is pleased to see King County moving in the direction of coordinated transportation planning. We appreciate the emphasis on putting people first, and not defining people by disability, income or age.

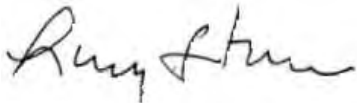
In 2002, ASAC convened two summits and a task force on special needs transportation. One of the Task Force recommendations was to

Develop more effective ways to consistently integrate transportation, housing and human services in policy planning and program implementation in King County, with significant consideration given to the interests and needs of people with disabilities and seniors.

In 2003, in a letter to, and meeting with, King County Executive Ron Sims, the committee asked him to “provide direction for a regional integrated planning model for housing, transportation, employment and social services...” and to “provide leadership for an area agency on coordinated transportation.”

While this plan is a good first step in countywide coordinated planning, the critical next step will be implementation. We look forward to hearing back on real results following plan adoption.

Sincerely,



cc: The Honorable Ron Sims, King County Executive  
King County Councilmembers  
Accessible Services Committee Members  
Harold Taniguchi, Director, Department of Transportation (DOT)  
Laurie Brown, Deputy Director, DOT  
Kevin Desmond, General Manager, Metro Transit Division, DOT  
Karl Otterstrom, Transit Planner, DOT  
Jackie MacLean, Director, Community & Human Services  
Sadikifu Akina-James, Director, Community Services Division



## **APPENDIX B**

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### LITERATURE REVIEW OF GAP ANALYSIS DOCUMENTS



## Literature Review of Gap Analysis Documents

Documents reviewed include:

- King County Metro Accessible Services Advisory Committee's Report and Recommendations of the Special Needs Transportation Task Force
- King County Coordinated Special Needs Transportation, Transportation Needs and Options for Older Adults & People with Disabilities, May 2005
- City of Bellevue 2005-06 Human Services Needs update
- City of Bellevue City of Bellevue Parks & Community Services Senior Service Vision 2004-2009
- Area-Wide Job Access and Reverse Commute Plan 1998-2005, prepared by PSRC Puget Sound Regional Council, Regional Coordinated Human Services and Public Transit Transportation Plan
- Sound Transit, United We Ride in Puget Sound, September 2006
- Puget Sound Regional Council Coordinated Human Services and Public Transportation Plan (Draft Executive Summary dated July 19, 2006).
- McKinney Vento Transportation Demonstration Project Evaluation, September 2006

A detailed description of each document reviewed for this analysis follows.

## **King County Metro Accessible Services Advisory Committee**

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*Report and Recommendations of the*

*Special Needs Transportation Task Force, November 2002*

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### **Background/Methodology**

The King County Metro Accessible Services Committee identified a number of service deficiencies specific to persons with disabilities, and also formulated ten recommendations to address their concerns. These recommendations were documented in correspondence submitted to King County Executive Ron Sims in February 2003.

Many of the findings were based on the results of two community summits that were convened in early 2002. From these summits, service deficiencies were categorized as follows:

- Access to the service
- Partnerships among service providers
- Communications between customers and service providers.

Further discussions were convened intended to flesh out specific program gaps, which were identified as:

- There is anecdotal evidence that people in South and East King County in need of ACCESS services are not receiving them because they are outside the designated service area.
- There appear to be people who need service during hours in which the ACCESS service is not operating.
- Existing policies and procedures restrict or prevent coordination of services among human service agencies, resulting in higher costs to transport their clients, and increased demand on ACCESS.
- Improved use of technology can help reduce barriers and strengthen the system.

### **Key Findings**

Ten recommendations were forged in response to these categories of needs, as follows:

#### **Improve ACCESS Transportation**

- Conduct a comprehensive needs assessment of people requiring specialized transportation in King County, and a resources survey of transportation options currently serving seniors and people with disabilities. If warranted by the assessment's findings, change county policy to expand the ADA ACCESS service area to better serve people who, because of a disability, cannot use the regular, non-commuter fixed route service, some or all the time.

- Implement the Mobile Data Terminal and Interactive Voice Response systems regionally, including sharing eligibility information among agencies and service providers.
- Make ACCESS Transportation a higher priority in the implementation of the Smart Card in King County.
- Improve customer service and increase the program's efficiency by grouping rides. Use technology to assist service providers in coordinating rides.
- Enable customers to book and cancel trips over the internet by providing online scheduling 24 hours per day, 7 days per week.

### **Develop Alternative Transportation Resources and Coordinated Services**

1. Improve customer service and increase efficiency through partnerships with the private and non-profit sectors.
2. Develop more effective ways to consistently integrate transportation, housing and human services in policy planning and program implementation in King County, with significant consideration given to the interests and needs of people with disabilities and seniors.

### **Improve Communications**

1. Educate and enhance the awareness of elected officials and the public to the mobility interests and needs of seniors and people with disabilities
2. Improve communications and customer service for users of specialized transportation by focusing additional resources and program development on the drivers.
3. Improve communications for customers by creating a single point of entry for information, trip requests, and service delivery using multiple tools.

## **King County Coordinated Special Needs Transportation**

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*Transportation Needs and Options for Older Adults and People with Disabilities, May 2005*

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### **Background/Methodology**

This report was, in part, generated from recommendations emerging from the King County Accessible Services Committee that focused on the need to conduct a comprehensive needs assessment within King County. The goals of the project were to:

- Identify transportation needs and gaps for seniors and persons with disabilities
- Identify and inventory existing transportation resources; and
- Analyze the needs assessment and inventory, and recommend strategies to enhance coordination

The methodology used to complete the study was twofold: first, a mail survey was sent to 10,000 potentially “eligible” persons as assembled by King County. A person was considered qualified for the survey if they responded affirmatively to at least two preliminary screening questions intended to gauge the respondent’s difficulty in accessing transportation. 2,283 responses were received and of these 85% were considered usable. Secondly, a transportation provider inventory was conducted on-line to learn more about resources dedicated by public, non-profit and private entities providing transportation services in King County.

In addition to the survey and the inventory, a number of other relevant plans, studies and reports were considered when developing the needs assessment.

### **Key Findings**

The key findings emerging from the needs assessment component of the plan were as follows:

- People have difficulty getting to basic services
- Transportation difficulty increases outside the Metro service area
- Most people need personal services and special facilities
- Traveling is difficult anytime, day or night
- Most have transportation difficulty less than once per week

From the providers’ perspective, gaps in service were also identified. In rank order, the top five issues they identified included:

- Too long of a wait time for pick-ups
- People lack information about services and how to use them
- Insufficient services in rural areas



- Insufficient or no weekend service
- No same day service for paratransit

## **City of Bellevue Parks & Community Services**

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### *Senior Service Vision*

2004-2009

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### **Background/Methodology**

The Senior Service Review Project began in 2002 with a year-long review of senior services in Bellevue. The goals of the project were to:

- Assess the social, recreation, education and human service programs provided to seniors (defined as persons aged 65 or older) in Bellevue;
- Identify gaps in service;
- Retool the services provided by Bellevue Parks and Community Services; and
- Better meet the needs of current and future seniors in the community.

Information was gathered through a series of forums hosted for elected officials, service providers and other community leaders, by conducting a written survey of Community Center and Meals on Wheels users, and by hosting eight focus groups involving a number of senior constituents of Bellevue.

### **Key Findings**

One key theme that emerged from the project was the need for adequate transportation to link seniors to vital community programs and services. Even if needed health care or other services are available, the lack of transportation can be a barrier preventing access to these programs.

The need for transportation alternatives to the automobile is more evident for seniors. Six percent of Bellevue households have no vehicle; by age 65, 13 percent of Bellevue residents have no vehicle.

As in other communities throughout the country, the senior population is growing at faster rates than the overall population. The 75-84 and 85+ age categories increased at especially high rates over the past decade. Persons in these age categories are less likely to be able to drive, and more likely to need alternative transportation arrangements and/or qualify for paratransit services according consistent with the requirements of the Americans with Disabilities Act.

## **Public Transportation Access for Health and Human Services**

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*2005-2006 Human Services Needs Update*

*Bellevue, Washington*

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### **Key Findings**

The issue of transportation came up frequently when Bellevue residents, human services providers, representatives of faith communities, Bellevue employees and others were asked for their opinions about health and human services needs. This response has been a steady trend since at least 1997. Over the years, people have reported that even if services are available, they are often not accessible because it's hard to get to them with the existing transportation system. This perception is amplified when the respondents are from low-income households.

- In April 2004, in a phone survey of Bellevue residents, 64% of respondents identified transportation as the biggest problem they felt the City should do something about. Of that percentage, 47% mentioned reducing traffic.
- In another phone survey, 7% of respondents said they could not access services due to lack of transportation; not knowing where to find services was the most frequently mentioned barrier to access.
- Thirty-five of forty-three (81%) providers of human services to Bellevue residents identified transportation as the largest barrier for their clients in accessing services.
- Members of several focus groups identified transportation as the largest barrier to accessing human services. These included:
  - Seniors who need special paratransit (ACCESS) but don't qualify, or encountered long waits for the van to pick them up;
  - Homeless men who are sheltered in churches couldn't get to jobs because the church wasn't on the bus route;
  - Youth and adults, some of whom are recent immigrants, who work two or more jobs to make a living and don't have much turnaround time to get from one job to another.

## **Area-Wide Jobs Access and Reverse Commute Plan 1998-2005**

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*Prepared by Puget Sound Regional Council, (revised) 2002*

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### **Background/Methodology**

This report served as the area-wide JARC plan, a requirement established by the Federal Transit Administration (FTA) in order to access federal JARC funding. This report examined the transportation needs of persons affected by welfare reform enacted by President Clinton in 1996 (Personal Responsibility and Work Opportunities Reform Act). In 1997, Washington Governor Locke signed into law the Washington WorkFirst Temporary Assistance for Needy Families (TANF) Act, which represented the state's response to the federal legislation. Together, the federal and state initiatives aim to move families on welfare into employment or training activities.

A wide range of stakeholders participated in the WorkFirst effort in the Central Puget Sound region and participated in the development of the JARC plan. The regional plan was based on the outcomes of local county based plans that identified a number of transportation-related local service needs and gaps.

### **Key Findings**

Conclusions reached through the region-wide coordinated planning effort include:

- The TANF population is "transit dependent"
- TANF clients have limited access to personal vehicles or their vehicles are unreliable
- Clients often do not have valid drivers license or adequate insurance, making systems as vanpools or carpools impractical
- Many TANF clients are single women who need to transport their children to school or childcare centers
- Employment sites for many TANF clients are often not on transit routes or may require multiple transfers
- Transportation in the growing suburban areas of the region is particularly difficult because the population is dispersed, making transit markets difficult to reach with fixed route service
- Many remote areas with concentrations of low-income persons are not served by transit
- There is very limited night time and/or weekend bus service
- Transportation by friends and relatives is often not dependable
- Planning resources need to link transportation services and identified needs
- Better information is needed on how to access transit

- Language is often a barrier for families for whom English is not a native language
- Social service and community agencies are not fully aware of transportation options available to their clients
- Daycare centers are often not well served by fixed route transit service

Based on these key findings, a number of “challenges” were identified that represent transportation gaps and barriers preventing connections between low-income population and employment opportunities. These were categorized as follows:

### **Suburban Job Growth**

The report cited the fact that two-thirds of jobs that are created are located in low-density suburban sites that are difficult to access by mainline transit.

### **Work Hours and Service Hours Don’t Match**

To maintain productivity, some public transit operators have been forced to cut back routes or scale back hours of operation, especially during evening hours. But the jobs that many welfare recipients find may involve shift work and evening hours.

### **Not Enough Public Transit in Rural Areas**

Unemployment is equally critical in rural areas and small towns, where public transit is much less likely to be available.

### **Need to Access Daycare**

Because TANF clients are primarily single parents with children, there is a need for transportation to school and daycare centers as well as to work sites. Often, a parent must make multiple trips each day, which is difficult when relying on public transit.

### **Numerous Unfunded Transit Needs**

Public transit services are already unfunded; transit agencies operate with competing—and sometimes contradictory—goals, such as relieving congestion, maintaining efficient service, and providing “lifeline” services for persons who are transit dependent.

### **Prevailing Land Use Patterns**

Making transit—or other alternatives to the automobile—an attractive and viable option will require significant shifts in land use patterns, in order to support walking, biking, and increased density in land use planning.

### **Gaps in Reverse Commute Service**

Reverse commute services are needed to address unmet needs where current fixed route service is limited.

A number of potential projects and solutions were forged to address these gaps and barriers. Some solutions, such as providing expanded evening bus service, are best met by expanding fixed route services. Other solutions, however, are not necessarily best addressed by expanding fixed route transit services. Projects are also needed to provide services directly to day care centers, to enhance the community vanpool program, provide information in alternative languages or otherwise enhance access to transportation services, etc.

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## **United We Ride In Puget Sound, Sound Transit**

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*2006 (Draft)*

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### **Background/Methodology**

Sound Transit, the transit agency delivering regional transit service in the three urban counties along the east side of Puget Sound (King, Pierce, Snohomish) is sponsoring this regional plan. The purpose of the plan is to work with local coalitions that have long been involved in promoting the coordination of human service transportation at the county level into the development of a regional approach that would focus on regional trips between King, Pierce and Snohomish Counties.

One section of the report addresses needs, gaps and duplication, and relies on findings that have emerged from previous local needs assessments. In addition to this data and reference to national research, the regional workgroup identified a series of gaps and needs based on their professional and personal experiences.

### **Key Findings**

#### *Rider Needs and Gaps*

*Unserved or Underserved Areas*—persons living in rural or outlying areas to access more affordable housing may experience limited transportation options.

Persons who are eligible for ADA paratransit services may need a higher level of service than the agency provides.

*Ease of Use*—Learning how to use public transit can be a barrier in itself, especially when a trip may involve multiple operators, each with different fare instruments, schedules and policies. Paratransit trips generally do not require same day service, which limits flexibility.

*Access*—There are not enough affordable, accessible modes of travel for persons who are not ADA or Medicaid eligible. For some wheelchair users who can use a lift or ramp equipped bus, the access to the stop may be difficult or unable to be navigated.

*Transit/Paratransit Trip Length, Transfers and Amenities*—Transfers can be difficult if they are not well timed, or if they result in lengthy and difficult trips.

*Connections with Ferries*—Transfers between paratransit and ferries can be especially difficult.

*Regional Transfer Site Amenities*—Riders whose trips involve transfers are more likely to need amenities, access to information, or other amenities to make their trip more seamless. Of the 21 existing regional transfer centers, many are lacking basic amenities such as restrooms, telephones, or customer information centers.

*Safety and Supervision*—Some persons find it difficult to navigate use of transit because of safety concerns, or because a companion and/or attendant is needed to accompany the individual.

### **Transit Operation Needs and Gaps**

It is important to acknowledge that, from a transportation provider's perspective, significant gaps exist which may prevent the delivery of efficient or seamless service. Among these gaps are:

Lack of funding—public transportation systems are challenged with needing to meet multiple—and sometimes competing—goals, such as the need to relieve congestion, provide effective service for commuters, and meet the needs of the transit dependent population, whose needs may differ from those who use commute service.



**Puget Sound Regional Council**  
**Coordinated Human Services and Public Transportation Plan**

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*(Draft Executive Summary dated July 19, 2006)*

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**Background/Methodology**

In the spring of 2006, the Puget Sound Regional Council (PSRC) developed a regional human service and public transit coordinated transportation plan. The PSRC plan builds upon and expands upon the Sound Transit Regional planning process as described above. That plan focuses on improved regional mobility for people with special transportation needs between King, Pierce, and Snohomish Counties. The PSRC plan also includes local and regional travel, urban and rural areas, and Job Access planning. It expands the scope to include Kitsap County and Washington State ferries, and is the framework for prioritizing projects to receive Federal Transit Administration (FTA) JARC, New Freedom, and Elderly Persons and Persons with Disabilities funding.

**Key Findings**

The service gaps identified through this planning effort are consistent with those discussed for the Sound Transit Plan. Because Kitsap County is included in this plan, more emphasis is placed on connections with ferries. Kitsap County provides direct bus connections with the Washington State ferries at five transfer sites. While buses will deviate off route, or adjust their schedules in order to ensure they are able to meet up with the ferries, the reverse is not the case. The resulting inflexibility can cause delays and exceedingly long trips for persons who miss connecting with a scheduled ferry boat.

**Project Evaluation,  
McKinney-Vento Student Transportation Demonstration Project Report**

*Puget Sound Educational Service District, September 2006*

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**Background/Methodology**

The federal McKinney Vento legislation mandates that school districts provide transportation to the school of origin for students who are identified as homeless. Regardless of where the student is residing, the district has a responsibility to get the student to school and back. The Puget Sound Educational Service District (PSESD) received a federal grant to demonstrate if cost efficiencies, capacity and service quality could be increased for school districts by utilizing existing non-profit or for-profit service providers brokered through the current transportation infrastructure developed by the State Medical Assistance Administration for Medicaid transportation. The participating school districts used the transportation brokers to arrange transportation for out-of-district trips provided to students eligible under the McKinney-Vento Act.

The methodology employed for the evaluation included conducting a web survey of school districts in Pierce and King Counties, interviewing participating district personnel as well as transportation brokers and service providers, and collecting trip data.

**Key Findings**

Although this report focused on a program evaluation and did not conduct a separate needs assessment, several findings emerging from the report are relevant to the King County planning effort.

- Homeless children are required, by law, to receive transportation to and from their school of origin, regardless of where they live. The provision of such transportation is costly because they are often out-of-district and cannot be efficiently shared.
- There is a lack of funding for McKinney-Vento transportation
- Communication between transportation providers, schools, and parents needs to be improved upon.
- Safety regulations prevented students being transported on the same vehicles with other agency sponsored passengers.
- The rate of cancelled or no-show trips for the population was high, contributing to the overall cost of service.
- Medicaid providers were reimbursed at the Medicaid rates although the service standards and requirements to deliver the trips were higher.

# **APPENDIX C**

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## SUMMARY OF PROJECTS



## Summary of Projects

<b>Project No. 101</b>	<b>Sponsor</b>
Sustain Senior Shuttle Paratransit Operations in King County	Senior Services of Seattle/King County – Senior Shuttle Program
<b>Description</b>	
<p>Senior Services currently operates seventeen community vans throughout King County. We provide demand response transportation services using both paid and volunteer drivers, transporting eligible riders to medical appointments, hot lunch programs, senior center activities, grocery shopping, food banks and various local errands. We customize Senior Shuttle operations to meet the specific needs of the communities and populations they serve, and maximize resources by coordinating with multiple agencies and programs to improve transportation options for our shared clients. This project will sustain and expand shuttle operations. Potential areas of expansion include Beacon Hill, Auburn, the Snoqualmie Valley and ethnic meal sites.</p>	
<b>Project Partners</b>	
<p>Aging and Disability Services, King County Metro, Washington State Department of Transportation, City of Des Moines, Pacific Asian Empowerment Program, Asian Counseling and Referral Service, El Centro de la Raza, SeaMar, United Indians of all Tribes, and the Mt. Si, Sno-Valley, Des Moines, Burien and Shoreline Senior Centers</p>	
<b>Project No. 102</b>	<b>Sponsor</b>
Mileage reimbursement increase for Senior Services' volunteer drivers	Senior Services of Seattle/King County
<b>Description</b>	
<p>In operation since 1975, Senior Services Transportation Program coordinates volunteer drivers using their own vehicles to transport King County seniors to medical and other essential appointments. We focus on clients who cannot use or do not have access to other transportation options, and specifically on those who need an escort to appointments. What distinguishes our program from bus, taxi and paratransit services is that the volunteer drivers wait with seniors at their appointments before driving them home, providing a higher level of transportation service. We are not constrained by boundary limitations and will transport King County seniors anywhere they need to go for their appointments, including Pierce and Snohomish County. This project will increase the mileage reimbursement rate we offer our volunteers.</p>	
<b>Project Partners</b>	
<p>Aging and Disability Services, King County Metro, Hopelink, King County Aging Program, ten suburban cities, Mt. Si Senior Center, Nikkei Concerns, Senior Companion Program, Group Health Transportation Program</p>	
<b>Project No. 103</b>	<b>Sponsor</b>
Hire a Driver Trainer for Senior Services	Senior Services of Seattle/King County
<b>Description</b>	
<p>Senior Services is the largest non-profit agency serving older people in Washington. Established in 1967, the agency serves over 50,000 seniors and their families each year through an integrated system of quality programs and services. Two agency programs, Transportation and the Northshore Senior Center, use both paid and volunteer drivers using private vehicles and 35 agency vans to provide transportation services to the special needs populations of King and Snohomish County. Other agency programs and services also offer transportation services on a small scale. This project will hire a staff person to develop an agency training program and curriculum and to provide ongoing training and support to all agency drivers.</p>	
<b>Project Partners</b>	

King County Metro

Project No. 104	Sponsor
Hyde Shuttle II	King County Metro

**Description**

In 2003, King County Metro received a bequest from the estate of Lillian Hyde, a former Access Transportation customer, which funds a community shuttle in the Beacon Hill area of Seattle. Hyde Shuttle II will fund a new community shuttle in an underserved very low-income area of Seattle. This would increase the number of providers available to meet the strategic objective of making providers available. Potential neighborhoods include the Central District, International District and First Hill area in Seattle. The program would provide demand response door-to-door service with a lift-equipped vehicle for seniors and people with disabilities traveling to medical appointments, shopping and entertainment in their neighborhoods.

**Project Partners**

Senior Services

Project No. 105	Sponsor
Bellevue Easy Rider Bus Buddy Program	Eastside Easy Rider Collaborative

**Description**

Bus Buddies are trained volunteers matched with transportation disadvantaged groups to help them learn how to use fixed route bus service (including assistance with understanding bus schedules, the on-line trip planner, and the rider information line). A central phone number will be created to accept calls for the service. A volunteer coordinator will match the caller with a similarly aged volunteer if possible (e.g. an older adult with an older adult) who will arrange to meet the person at their home. They would take a “trial” bus ride to a major destination (such as the mall or a grocery store). The volunteer will demonstrate all the steps involved in using fixed route bus services and leave the person, back at their home, with a packet of information for future trips. These volunteers will help build the confidence and skills needed for people to use all the transit options available to the public.

**Project Partners**

Partners include members of the Eastside Easy Rider Collaborative: Sound Transit, King County Metro, United Way of King County, City of Bellevue, Hopelink, and the City of Seattle Human Services Department Aging and Disability Services.

Project No. 106	Sponsor
Bellevue Easy Rider “Explore Your Transportation Options” Brochure	Eastside Easy Rider Collaborative

**Description**

The Bellevue Easy Rider Program will develop an informational brochure to easily explain and promote the transportation options available to older adults and people with disabilities. This will include all programs available including bus travel training, volunteer shuttles, fixed routes, DART, etc. The brochure will be distributed through the Bus Buddy Program, the Dial-A-Ride Pilot, and other outreach efforts to older adults and people with disabilities in Bellevue so that more residents understand the inexpensive, flexible, and convenient alternatives available to them.

**Project Partners**

Partners include members of the Eastside Easy Rider Collaborative: the City of Bellevue, Hopelink, United Way of King County, Sound Transit, King County Metro, and the City of Seattle Human Services Department Aging & Disability Services.

<b>Project No. 107</b>	<b>Sponsor</b>
Bellevue Easy Rider Dial-a-Ride Pilot Project	Eastside Easy Rider Collaborative

**Description**

The purpose of the pilot is to provide, and demonstrate demand for, improved local feeder/connections between neighborhoods in East Bellevue -- where seniors and other special needs populations reside and bus service is limited -- and connections to major arterials and service centers where there is regular bus service. If connections can be improved between neighborhoods not served by regular buses, and arterials/service centers served by buses – there is a higher likelihood that ridership on the fixed route system can be increased and quality of life for special needs populations (measured in ease of access to services and lower personal transportation expenses) can be enhanced.

**Project Partners**

Partners include members of the Eastside Easy Rider Collaborative: the City of Bellevue, City of Seattle Human Services Department Aging and Disability Services, Hopelink, and United Way of King County. Other desired partners include Sound Transit and Metro Transit.

<b>Project No. 108</b>	<b>Sponsor</b>
Maintain and expand Paratransit Services in Snoqualmie Valley	Mt. Si Senior Center

**Description**

Current dial-a-ride service within the communities of North Bend and Snoqualmie serving seniors, disabled and transportation dependent individuals. Coordinating paratransit services for seniors and disabled provided by Senior Services Transportation Program located within the Snoqualmie Valley by providing scheduling and dispatch. Future plans would include expanding service area and/or expanding provision of service through use of additional buses.

**Project Partners**

King County Metro, Hopelink, Cities of Snoqualmie and North Bend, Senior Services Transportation Program, Snoqualmie Tribe, and Washington State Department of Transportation.

<b>Project No. 109</b>	<b>Sponsor</b>
Tribal Shuttle Project	Snoqualmie Tribe

**Description**

The Tribe would partner with the Mt. Si senior Ctr. To expand their existing program. We would look to purchase another shuttle bus and hire 2 more drivers, giving Tribal members 1st chance at the employment. We would expand the area being served from the upper Snoqualmie valley to the entire Snoqualmie Valley and extend the hours of service from 7-7 /5 days a week to 7-10 /5 days a week and 7-12 noon on Saturdays. We would also improve dispatching to include radios as phone service, inc. cells, is limited in some areas of the valley and during emergencies.

This would be an expansion of the community service and would be well advertised .

This would allow Tribal members, elders and disabled to travel to their doctors and other appointments.

**Project Partners**

Snoqualmie Indian Tribe  
Mt. Si senior Center

Project No. 110	Sponsor
Getting Elders to Nutritious Food	ACRS

**Description**  
 Asian Counseling & Referral Service (ACRS) is a nationally recognized non-profit organization offering a broad array of human services and behavioral health programs to Asian Pacific Americans in King County. ACRS is the largest multi-service organization serving all the different Asian Pacific American communities - immigrants, refugees and American born - in the Pacific Northwest. The ACRS Senior Nutrition Program consists of five different sites, including the Korean Senior Club at Miller Community Center and the Vietnamese Senior Association at Garfield Community Center. ACRS would like to work with Senior Services to enhance/expand door-to-door shuttle transportation services for elders to get to and from an ACRS nutrition site, specifically at our congregate meal programs at the Korean Senior Club and the Vietnamese Senior Association, each of which have over 100 participants.

**Project Partners**  
 Senior Services  
 King County Metro

Project No. 111	Sponsor
Driver Safety Training	Neighborhood House

**Description**  
 In coordination with other community based organizations provide advanced Driver training beyond the standard of the Washington State Drivers License to promote safety and reduce risk for Community Based organizations which provide client based transportation. This training would target those individuals designated as drivers by their agency and would include at a minimum Defensive Driving, First Aid / CPR, Car Seat Safety and Passenger Assistance Techniques. The goal of this program would be to promote client safety and reduce agency risk and hopefully help control insurance costs.

**Project Partners**  
 King County community based non-profits

Project No. 112	Sponsor
Immigrant/Refugee Driver Training Program	Neighborhood House

**Description**  
 Provide language specific assistance/training in helping adult immigrants/refugees or other low income residents, particularly those unable to meet the transportation demands of employment/job search, to 1) learn safe driving skills; 2) attain their drivers' license; 3) learn basic and accurate information in order to purchase cars, auto insurance, etc.

**Project Partners**  
 Nile Driving School; Referral partners would include WorkSource, King County Housing Authority, Airport Jobs; We would connect with Working Wheels after completion to link with potential car purchase.



<b>Project No. 113</b>	<b>Sponsor</b>
Jobs Access Driver	Neighborhood House

**Description**

This project provides support to the Jobs Access Project submitted by Metro by funding the van driver position. This provides a partnership between Neighborhood House, Employment Security Department and the Department of Social and Health Services to train TANF and Community Jobs clients that provides driver training at a Commercial Drivers License – B level, and dispatcher training. This can also provide salaried drivers to maintain continuity of the Jobs Access Route

**Project Partners**

- Other partner employment providers with clients needing assistance
- Department of Social and Health Services – WorkFirst
- Employment Security Department
- King County Work Training Program
- Local community and technical colleges, employment partners, Worksource system, Port Jobs and others.

<b>Project No. 114</b>	<b>Sponsor</b>
Senior/Disabled Transportation Program	Neighborhood House

**Description**

Provides for coordination/scheduling of trips across 4-5 public housing communities and surrounding low income neighborhoods for seniors/residents with disabilities for non-Medicaid related trips (e.g., doctor’s appointments, food bank, groceries, socializations, etc.). Provides for van driver and non-covered vehicle costs.

**Project Partners**

King County Metro, King County Housing Authority, Seattle Housing Authority, other community based programs working with seniors/individuals with disabilities

<b>Project No. 115</b>	<b>Sponsor</b>
Accessible Taxis	Washington Accessible Taxi

**Description**

Since 1978, King County Metro has subsidized taxi fare for low-income adults with disabilities and seniors through the Taxi Scrip Program. Providing over 25,000 annual trips, this program is particularly successful for urban residents taking short trips to get groceries, visit friends and get to local medical appointments. Accessible Taxis would allow this program to be available for the first time to persons using mobility aids that are unable to transfer and need a lift or ramp by licensing taxi operators using lift equipped vehicles. Accessible Taxis would be available at the rate set for taxi service in Seattle and King County with no additional surcharge.

**Project Partners**

Washington Accessible Taxis LLC, King County Metro, City of Seattle and King County Licensing Departments, private taxi providers

<b>Project No. 116</b>	<b>Sponsor</b>
Capital Funding for Replacement Special Needs Minibuses	Hopelink

**Description**  
 Provide capital funding for the replacement of 12 accessible minibuses to sustain and grow special needs transportation. Vehicles to be replaced were procured using FTA 5310 grants and local match, and are at the end of their useful life.

**Project Partners**  
 Lead agency: Hopelink. Partnering agencies providing local match: Mt. Si Senior Center, Neighborhood House, and Northshore Senior Center.

<b>Project No. 117</b>	<b>Sponsor</b>
Expanded Paratransit Service Greater Maple Valley	Greater Maple Valley Community Center

**Description**  
 Provide transportation to older adults and youth who do not have access to transportation services and to adults that are economically unable to provide their own transportation.

**Project Partners**  
 King County Metro and potentially Mt. Si Senior Center

<b>Project No. 118</b>	<b>Sponsor</b>
Transportation Gatekeeper Trainer	Senior Services of Seattle/King County

**Description**  
 Senior Services will hire a Transportation Gatekeeper Trainer to assist caseworkers, social workers, outreach specialists, Special Information and Assistance programs and other social service providers in referring clients to the most cost effective and appropriate transportation options available. The trainer will provide travel information resources and/or training on how to utilize existing tools such as the Ride Guide, Senior Services on-line comprehensive transportation database. Senior Services, the largest non-profit agency serving older people in the Washington, works with a broad array of social service agencies/programs in King County, including the Alzheimer's Association, Catholic Community Services, Aging and Disability Services, Parks and Recreation Programs and 50 nutrition programs, and will build on these existing relationships to spread the word about available mobility options.

**Project Partners**  
 Senior Services, Aging and Disability Services, King County Metro

<b>Project No. 119</b>	<b>Sponsor</b>
Getting on Board	King County Metro
<b>Description</b>	
Getting on Board would bring lift and ramp equipped buses to shopping centers, senior centers, sheltered work sites and low-income and senior housing complexes for people who need practice in boarding regular fixed route buses. This project would target training to seniors and people with disabilities to meet the Regional and King County strategic objective of targeted outreach, increasing the number of people using lower cost fixed route service. Bus drivers would staff the vehicles. People would also be able to apply for a Reduced Fare Permit to meet the goal of putting people first by increasing affordability.	
<b>Project Partners</b>	
Laidlaw, King County Metro, Senior Services, shopping centers, senior centers and sheltered workshops.	
<b>Project No. 120</b>	<b>Sponsor</b>
Auburn Community Shuttle	City of Auburn
<b>Description</b>	
The Community Shuttle will be a local transit service that links Auburn's residential neighborhoods with major trip generators, such as the Auburn Regional Medical Center, Supermall, YMCA, Senior Center, and major employers. The Community Shuttle service will be designed as a looped route, enabling riders to "hop-on" and "hop-off" at specific destinations.	
The Community Shuttle will be available as a free transit service to all people, but will be tailored specifically to support the special needs of Auburn's elderly and handicap populations. Currently, there is no fixed route transit service in Auburn that serves most of the senior housing complexes. Furthermore, transit routes in Auburn are designed as line-haul routes and do not provide internal circulation. This shuttle will link the most essential community facilities with targeted residential areas.	
<b>Project Partners</b>	
King County Metro	
<b>Project No. 121</b>	<b>Sponsor</b>
King County Beyond the Borders	Hopelink
<b>Description</b>	
The King County Beyond the Borders Program will serve as a transportation linkage for people with special transportation needs to life sustaining services, education opportunities, and employment related activities. The Program will focus primarily on transporting riders residing in the rural parts of King County, outside Metro Transit's service area, to a transit stop or within the ADA service area. In order to use the service, riders will be required to meet an income guideline. The program will build upon our existing transportation brokerage operations. Additionally we will work with other non-profit community-based organizations to expand or augment existing services.	
<b>Project Partners</b>	
Partners will include the Sound Transit Regional Plan Work Group with Pierce County Community Action, Mount Si Senior Center, and King County Metro assisting in the planning of the project. Hopelink's 24 subcontracted transportation providers will be partners in the delivery of the service.	

Project No. 122	Sponsor
Jobs Access Vans, VanShare and Vanpools	King County Metro

**Description**  
 Provides funding for the Jobs Access & Reverse Commute Vans, VanShare and Vanpool Mileage-based Programs. Primary focus would be South King County and Seattle. *(Applies VanShare strategy to South King County Park and Rides & Transit Centers. Connects with transit service such as i.e. route 180, 120 and 128 serving Sea-Tac Airport from low-income neighborhoods. Continues JARC Van Program.)*

- Project Partners**
- Department of Social and Health Services – WorkFirst
  - Employment Security Department
  - King County Work Training Program
  - Various community agencies: Casa Latina, Center for Career Alternatives, Renton Technical College, Neighborhood House, SKCAC Industries, ABM Maintenance, Cliffside Vocational, Central Area Motivation Program

Project No. 123	Sponsor
Jobs Access Residential Transportation Coordinator Projects	King County Metro

**Description**  
 Provide In-Motion and Residential Transportation Coordinators (RTC) in targeted low-income neighborhoods and particularly KCHA, SHA and other not-for-profit low-income housing sites. Establishes a Residential Transportation Brokerage. *(Expands current efforts in Seattle, Kent to Auburn, White Center/Burien, South Park, Sea-Tac and other S.K.C. neighborhoods. Introduces RTCs in Greenbridge, Highpoint, two Worksource sites in Sea-Tac. Coordinates projects with Seattle and King County Housing authorities in Hope VI Projects. Adds an In-Motion Project in South Park neighborhood.)*

- Project Partners**
- Seattle Housing Authority
  - King County Housing Authority
  - Jurisdictions including Sea-Tac, King County Dept. of Community and Human Services, Office of PortJobs

<b>Project No. 124</b>	<b>Sponsor</b>
Transportation Resources Training, Information and Marketing	King County Metro

**Description**

Provide Transportation Resources Training to human service, social service, employment, housing and community service and faith-based agencies. Provide school marketing program and employer outreach about transportation alternatives. Install multilingual signage, brochures and Universal Transit Signage Program in communities with immigrant & refugee populations.

**Project Partners**

Seattle and King County Housing Authorities, Dept of Social and Health Services, Employment Security Department, Jurisdictions including King County, Sea-Tac, Tukwila, Burien, Kent, Auburn, Muckleshoot Reservation, Various agencies and coalitions

<b>Project No. 125</b>	<b>Sponsor</b>
Community Access	King County Metro

**Description**

Community Access provides vehicles to local community non-profit organizations. These organizations tailor the transportation to the needs of their clients and their programs by determining their own scheduling and trip delivery policies and procedures. This increases the provider pool in King County meeting Strategic Objective F. and the goal to move people efficiently found in the Sound Transit Regional Plan and the King County Coordination Plan. Organizations that partner with Access Transportation by carrying ADA eligible riders receive operating funds meeting the goal of moving more people by providing shared rides, a goal of the local area coordination plans. By broadening the eligibility criteria, these services improve the availability and use of special needs transportation in King County.

**Project Partners**

Currently, King County's Community Access program has 2 city and 18 community non-profit partners who receive funding from federal, state, county, city and private donations.

<b>Project No. 126</b>	<b>Sponsor</b>
Old Fire House (OFH) Out and About	City of Redmond Old Fire House Teen Center and Redmond Junior High

**Description**

The Old Fire House Teen Center has been around for over 14 years and serves youth between the ages of 13-19. Based on comments from our junior high population they do not take advantage of our programs because there is no transportation during our hours of operation to and from. This program would help us to create an enrichment program for targeted junior high students with homework help, computer classes, peer support and recreational activities. Currently the Lake Washington School District has an early release program on Wednesday days and there has been no programming during this time. This program will address this issue with targeted at-risk outh at one school and hopefully replicate this program in other schools. Transportation is a major challenge is transportation. Currently, city-owned vans are shared with other programs and are fully available for this program.

**Project Partners**

City of Redmond Parks and Recreation, Redmond Junior High School, Lake Washington School District, and Redmond Junior High PTSA

**Project No. 127**

Working Wheels Outreach & Engagement Project

**Sponsor**

Fremont Public Association

**Description**

The Fremont Public Association's Working Wheels Program is a groundbreaking effort that makes it possible for low-income workers to secure and maintain employment, childcare, and other essential services. Specifically, Working Wheels provides cars to low-income workers at below-market rates, while providing comprehensive training in financial literacy to ensure increased stability and long-term financial security. Working Wheels offers a multi-step program designed to ensure that its participants are successful car owners.

Through the Working Wheels Outreach & Engagement Project, we anticipate creating on-site partnerships with suburban-based human service and transportation providers such as Hopelink, South King County Multi-Service Center, various county-based WorkSource offices and others.

# **APPENDIX D**

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## GLOSSARY OF TERMS





# Glossary of Terms

## **Accessibility**

The extent to which facilities, including transit vehicles, are barrier-free and can be used by people who have disabilities, including users of wheelchairs and other mobility devices. Accessibility also refers to making information available in alternative formats for persons who are visually impaired.

## **Americans with Disabilities Act (ADA)**

Passed by the Congress in 1990, this act mandates equal opportunities for persons with disabilities in the areas of employment, transportation, communications and public accommodations. Under this Act, transportation providers are obliged to ensure their fixed-route vehicles (and key rail stations) are accessible for persons in wheelchairs. Public transit providers also must supplement their fixed-route services with ADA Complementary Paratransit Services for those persons unable to use fixed-route service because of their disability.

## **ADA Complementary Paratransit Service**

Specialized demand-responsive service provided for people who cannot use fixed-route transit or rail service due to a disability, and meeting specific requirements as established under the Americans with Disabilities Act. The service is considered “complementary” because it is provided, at a minimum, where and when the fixed route service is provided, and because it complements fixed-route service in providing service needed to make the entire system usable by people with disabilities.

## **Coordinated Public Transit- Human Services Transportation Plan**

New planning requirement established in SAFETEA-LU that stipulates projects funded with three sources of funds authorized through SAFETEA-LU must be derived from a coordinated public transit-human services Transportation Plan. Guidance issued by the Federal Transportation Administration (FTA) indicates that the plan should be a “unified, comprehensive strategy for public transportation service delivery that identifies the transportation needs of individuals with disabilities, older adults, and individuals with limited income, laying out strategies for meeting these needs, and prioritizing services.”

## **Competitive Selection Process**

The process by which projects will be selected. Submitted projects are judged against criteria developed from the Coordinated Public Human Services-Transit Plan goals.

## **Demand-Response Service**

A type of transit service where individual passengers can request transportation from a specific location to another specific location at a certain time.

Transit/paratransit vehicles providing demand-response service often do not follow a fixed route, but travel throughout the community transporting passengers according to their specific requests. These services usually, but not always, require advance reservations.

**Designated Recipient**

A designation made by the Governor, responsible local officials, and publicly owned operators of mass transportation services and any regional agency that permits said agency to receive Federal Transit Administration dollars. The designation remains in place until amended or rescinded.

**Executive Board**

The Executive Board is chaired by the Regional Council president (John Ladenburg), meets monthly, and carries out delegated powers and responsibilities between meetings of the General Assembly. Board members are appointed by their General Assembly constituents to represent the member governments.

**Federal Transit Administration (FTA)**

A branch of the U.S. Department of Transportation that is a primary source of federal dollars to jurisdictions for planning, development, and improvement of public or mass transit systems or programs.

**Federal Highway Administration (FHWA)**

The branch of the U.S. Department of Transportation that administers grants that provide financial assistance to states in order to construct and improve highways, urban and rural roads, and bridges.

**Fixed-Route**

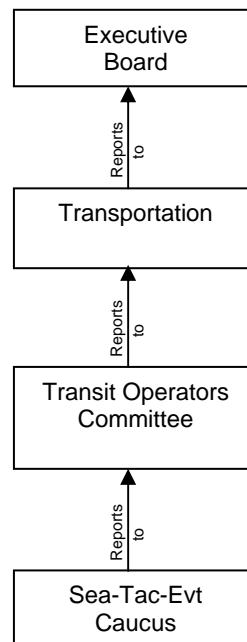
Term applied to transit service that is regularly scheduled and operates on a set route. This term usually refers to bus service on city streets; another example is the ferry system as it operates on a single path from one terminal to another.

**Human Service Agencies (also called Social Service Agencies)**

A public or private, not-for-profit organization that provides services for essential needs such as medical care, income support, housing, education, training, and public health, typically targeting populations such as older adults, person with disabilities, and/or individuals with limited incomes.

**Job Access and Reverse Commute Program (under FTA Section 5316)**

**Figure 1:  
PSRC Transportation  
Dept. Organization**



A federal funding program for work-related transportation for low-income individuals, originally authorized in the TEA-21 transportation funding act, and reauthorized through SAFETEA-LU. The purpose of this grant program is to develop transportation services designed to transport welfare recipients and low income individuals to and from jobs and to develop transportation services for residents of urban centers and rural and suburban areas to suburban employment opportunities. Valid trip purposes not only include jobs themselves, but educational and/or training sites that directly lead to employment. SAFETEA-LU requires that the distribution of funds under Section 5316 be coordinated with the distribution of funds under Section 5310 and 5317 through a locally-coordinated planning process.

### **Metropolitan Planning Organization (MPO)**

Regional policy agency that is required in urbanized areas with populations over 50,000. MPOs are designated by local officials and the governor of a state. Responsibilities include the fulfillment of FTA and FHWA planning requirements as they relate to the Metropolitan Transportation Plan. The PSRC is the central Puget Sound's MPO.

### **Metropolitan Transportation Plan**

The official transportation plan, developed and adopted through the metropolitan transportation planning process. This plan covers the entirety of the Metropolitan Planning Area.

### **New Freedom Program (under FTA Section 5317)**

A new program under the SAFETEA-LU federal transportation funding act, New Freedom is intended to provide capital and operating funding for service and facility improvements that go beyond those required by the ADA in addressing transportation needs of persons with disabilities. The New Freedom formula grant program aims to provide additional tools to overcome existing barriers facing persons with disabilities seeking integration into the work force and full participation in society. Examples of new public transportation services beyond the ADA include spatial or temporal expansion of service beyond what is minimally required, the provision of same-day service; door-through-door service; vehicles and equipment that accommodate larger mobility aids; feeder services; accessibility improvements at non-key stations; and travel training. Examples of new *alternatives* include purchasing of accessible vehicles for new accessible taxi, ridesharing and/or vanpooling programs; administration of new voucher programs; supporting new volunteer driver/aide programs; and supporting new mobility management and coordination programs among public transportation providers and other human service agencies providing transportation.

### **Regional Transportation Improvement Plan (rTIP)**

A document prepared by the MPO that lists projects to be funded with FHWA/FTA funds for the next four-year period in the region. This document feeds into the State Transportation Improvement Program.

### **Regional Transportation Planning Organization (RTPO)**

An RTPO is formed through a voluntary association of local governments within a county or contiguous counties. RTPO members include cities, counties, WSDOT, tribes, ports, transportation service providers, private employers and others.

- Duties of the RTPO include
  - Prepare a Regional Transportation Plan
  - Certify that countywide planning policies and the transportation element of local comprehensive plans are consistent with the Regional Transportation Plan
  - Develop and maintain a six-year Regional Transportation Improvement Program

### **Safe Accountable Flexible Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU)**

The current federal funding act for surface transportation programs (including federal transit programs), providing funds over a six-year period though FY 2009. SAFETEA-LU requires that, as of FY 2007, projects funded with Section 5310, JARC and New Freedom Programs be derived from a Coordinated Public Transit-Human Services Transportation Plan.

### **Seattle-Tacoma-Everett Caucus**

The Seattle-Tacoma-Everett FTA Caucus is a subcommittee to the Transportation Operators Committee (TOC). Membership includes public transportation agencies providing transit services the Seattle Tacoma Everett UZA. Its primary responsibility is to recommend a program of Federal Transit Administration urbanized formula program (also known as 5307) funds, and Fixed Guideway Capital program (also known as 5309 FG) funds for transit projects within the Seattle-Tacoma-Everett urbanized area as part of a coordinated regional TIP proposal to the TOC.

### **Section 5310**

See also **Transportation for Individuals who are Elderly and Individuals with Disabilities Program**. This section of the Federal Transit Act authorizes capital assistance to states for transportation programs that serve the elderly and people with disabilities. States distribute Section 5310 funds to local operators in both rural and urban settings, who are either public or nonprofit organizations or the lead agencies in coordinated transportation programs.

### **Section 5311**

The section of the Federal Transit Act that authorizes capital and operating assistance grants to public transit systems in areas with populations of less than 50,000.

### **Section 5316**

The section of the Federal Transit Act that authorizes funding under the **Job Access and Reverse Commute Program**.

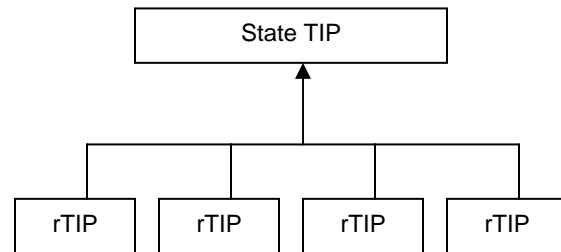
### Section 5317

The section of the Federal Transit Act that authorizes funding under the **New Freedom Program**.

### Special Needs Populations

- Defined as those populations whose transportation needs are above and beyond what a fixed-route service can offer.
- Age groups 5-17 and 65+
- Individuals who are disabled
- Individuals who are described as low-income population

**Figure 2:  
Relationship of rTIPs to**



### State Transportation Improvement Program (sTIP)

- A document prepared by the state that lists all of the projects in the state that are funded by FHWA/FTA grants for a period commensurate with that of the regional TIPS.
- This document is essentially a comprehensive list of all regional TIPS in a given state.

**Transportation for Individuals who are Elderly and Individuals with Disabilities Program (under FTA Section 5310)** - This federally funded program provides formula funding to states for capital projects to assist in meeting the transportation needs of the elderly and persons with disabilities. This funding, available to public entities and private, not for profit entities involved in transporting seniors and persons with disabilities, has historically been used for the purchase of accessible vehicles used for such services. SAFETEA-LU requires that the distribution of funds under Section 5310 be coordinated with the distribution of funds under Section 5316 and 5317 through a locally-coordinated planning process.

### Transit Operators Committee

The TOC includes representatives of the public transit agencies in each county, Sound Transit, Washington State Ferries and Washington State Department of Transportation's Mobility Office, Transportation and Rail Division. This group meets monthly to address transit-related issues.

### Transportation Policy Board

The Transportation Policy Board includes representatives of the Regional Council's member jurisdictions and regional business, labor, civic and environmental groups. Meets monthly to make recommendations on key transportation issues to the Executive Board.

### **United We Ride**

A federal interagency initiative that supports states and their localities in developing coordinated human service delivery systems. United We Ride provides state coordination grants, a transportation coordination and planning self-assessment tool, technical assistance, and other resources.

### **U.S. Department of Health and Human Services (HHS)**

Funds a variety of human services transportation through Agency on Aging, Head Start, Medicaid and other programs.

### **U.S. Department of Transportation (DOT)**

The principal direct federal funding and regulating agency for transportation facilities and programs. Contains the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA).

### **Urbanized Area (UZA)**

SAFETEA-LU defines an "urbanized area" as one that encompasses a population of not less than 50,000 people and that has been designated in the most recent decennial Census as an "urbanized area" by the Secretary of Commerce.

- In the central Puget Sound region there are three UZAs
  - Bremerton
  - Marysville
  - Seattle-Tacoma-Everett