

**MINUTES OF MEETING**  
**HSTP ADVISORY COMMITTEE MEETING**  
**May 25, 2016**

**Attendance List**

Connie Bowers, Island County Public Works	Dana Sawyers, Isl. Co. Veterans Services
Megan Frazier, Juvenile & Superior Court	Heidi Saunders, Whidbey Health
Christopher Strader, People First of Isl. Co.	Dee Wells, Island Transit
Matt Webster, Sunrise Services	Meg Heppner, Island Transit Ex. Asst.
Mike Etzell, Human Services Isl. Co.	Mike Nortier, Island Transit Exec. Dir.
Vivian Rogers-Decker, Spin Café/OH Pub. Schools	
Mary Anderson, OH Senior Center	
Lisa Clark, Opportunity Council	
Teri Anania, Housing Auth. Of Isl. Co.	
Ryan Warner, WSDOT	
Cathy Niiro, United Way	<b>Facilitator</b>
Jackie Henderson, IC Human Services/Isl. Transit	Brian Wood, ITPO Staff

**The meeting began at 3:00 PM.**

**Action Items**

- Invite Disabled American Veterans Organization, OH Services (360) 224-0799
- Develop committee member list
- Send out rough timeline/meeting schedule
- Determine if ranked list can be amended
- Collect scoring criteria and send out for feedback from committee
- Application available soon—sponsors should target completion by end of September
- Due date for applications: Oct. 14!

**Attendees Desiring Committee Membership:**

Connie Bowers, IC Public Works	Mary Anderson, OH Senior Center
Jackie Henderson, IC Human Services/Isl. Transit	Lisa Clark, Opportunity Council
Dana Sawyers, Isl. Co. Veterans Services	Teri Anania, Housing Auth. Of Isl. Co.
Megan Frazier, Juvenile & Superior Court	Mike Nortier, Island Transit Exec. Dir.
Mike Etzell, Human Services Isl. Co.	Dee Wells, Island Transit
Vivian Rogers-Decker, Spin Café/OH Pub. Schools	Meg Heppner, Island Transit

**Presentation Items**

- Reviewed regional transportation planning history and present structure.
  - Prior: Skagit-Island Regional Transportation Planning Organization (SIRTPO)
  - Now: Island Transportation Planning Organization (ITPO)
    - Structure: Technical Advisory Committee and Policy Board (elected officials)
- Reviewed Human Services Transportation Plan history and current responsibility
  - History:

- Under SIRTPO HSTP plan was developed and WSDOT grant funding was sought
    - Grant submission was below total allotment from WSDOT
  - Current Responsibility:
    - Form an advisory committee to address transportation priorities for special needs populations
    - Review/rank projects
    - Vet through ITPO
- Reviewed grant allotment structure received from WSDOT
  - Island County can compete for up to 9 higher priority grants (unlimited lower priority)
  - WSDOT determined % Veterans, % Over 65 as high needs, with % Disabilities nearing high priority cutoff for Island County.

### **Ryan Warner Presentation, WSDOT Community Liaison ADA and Civil Rights Specialist**

- Consolidated grants:
  - 10 different public transportation grants
  - One application to reach multiple funding sources—WSDOT fits projects to actual grants
  - Only apply every two years
- Two State Funding Categories: Paratransit Special Needs and Rural Mobility
- 4 Federal Funding Sources: 5310 Disability, 5311 Rural Mobility, 5316 Jobs Access, 5317 ADA
- Prioritization process: Committee assigns letter grades to projects A, B, C or D
  - Projects with higher grades receive more points from WSDOT in terms of competitiveness for grants
- Projects:
  - Sources: Look at HSTP and ask community for needs
    - Not for sidewalks
    - May be for vans, bicycles, transit stops
    - Strong project idea: learning to use transportation system (travel trainers)
  - Funding for: capitol and operating costs, insurance, but not planning
    - No guarantee for on-going funding (often works as a startup grant)
  - Not just for transit agencies, non-profits provide a number of transportation services
  - Match: at least 5% required, new projects are 10%, WSDOT may help with match in excess of those percentages
- WSDOT Timeline:
  - Oct. 14<sup>th</sup>, 2016 -- applications due
  - Dec 2016 -- finalize
  - Jan 2017 -- HSTP Ranking to WSDOT
  - Mar -- Awards announced
  - Jul 1<sup>st</sup>, 2017 -- Project start

**The meeting adjourned at 4:05 PM**

**Next Regular HSTP Meeting: Tentative for September**