**Highway System Plan**

**Advisory Committee**

**Kick-off Meeting Notes**

Date: August 26, 2020

Time: 2:30 pm to 4:00 pm

Location: Virtual Team meeting

Attendees:

Mike Ennis - Association of Washington Business

Dustan Watson - Ecology

Matt Kunic - FHWA

Hugh Conroy - Whatcom COG,

Shaun Darveshi - Palouse RTPO

Erik Hansen - OFM

Hester Serebrin - Transportation Choices Coalition

Sheri Call - WA Trucking Association

Neil Strege - WA Roundtable

Shannon Bendicksen - State Patrol

Chris Herman - WA Ports Association

Pam Pannkuk - Traffic Safety Commission

Chris Zipperer – Health

Kwis Logan - Colville Confederated Tribes

Tricia DePoe - Makah Tribe

Jane Wall - WA State Association of Counties Engineers / WA Association of Counties

**Staff**: Jeremy Jewkes, Karena Houser, Kathy Murray, Ryan Warner, Nazmul Alam, and Carter Timmerman

**HSP Advisory Committee Purpose:**

• Provides “wise counsel” and expertise on issues

• Offers insights and ideas

• Acts as a resource for the Steering Committee

• Encourages and supports the exploration of new approaches and ideas

**Meeting Objectives:**

• Develop a shared understanding and enthusiasm about the project

* Understand the background of the project
* Establish what needs to be done
* Create a common understanding of roles and responsibilities
* Agree on how to work together effectively

**2:30-2:40 Welcome and Opening Remarks (Marshal) – Marshall did not attend**

**2:40-2:55 Committee Introductions (All)**

**2:55-3:05 History of the HSP (Carter)**

• Enabling legislation and History of the HSP

• Relationship to other plans

• WA State Policy Goals

**3:05-3:30 Project Overview and Approach (Jeremy)**

• Project approach

• High points in the scope of work & charter

* Governance and decision-making
* Roles and Responsibilities

**3:30-3:55 Vision for Transportation (Jeremy)**

• Applying the vision for transportation to highways

**3:55-4:00 Q&A / Next Steps (Carter)**

**Overall:**

* During introductions, Matt Kunic said that although the HSP is a state requirement, it will be a component of the next long-range statewide transportation plan.
* Hester would like to know if the slides are available and Karena said we will share them
* Karl Otterstrom would like to know who is on the Steering Committee and Carter said he would get this list for him
* Carter said he would share the scope of work and charter
* Karl Otterstrom didn’t understand what we meant when we said last time the HSP was policy constrained and this time it is financially
  + Jeremy said that the project list in the 2007 HSP was based on LOS not on funding levels
* Jane Wall wants to talk about coordination with MPOs, RTPOs, Transit, cities, counties
  + Jeremy said we are working with the MPO/RTPO/WSDOT Coordinating Committee now and we are looking at ways to connect with
  + Karena said there are MPOs and RTPOs on tech advisory committees
* Shaun wants to know how this plan connects to the WTP?
  + Jeremy - Component of the long range plan information regarding state highways
* Shaun says want about transit and what about funding?
  + Jeremy –
* Kwis wants to know if TTPO will be involved
  + Jeremy – WITPAC and TTPO are on this group
* Hester – disability and bike/ped and environmental seem to be missing she will follow up with an email
* How will 18th amendment constraints be addressed? (from mentimeter)
  + Jeremy didn’t know
* Tricia wants to know how Scenic Byways are maintained and if there is a separate fund to maintain them
* Mike Ennis – How was the group chosen – but because of this – he feels uncomfortable with keeping majority ideas in a parking lot.
  + Jeremy – meeting management can include a parking lot for ideas that are not on the agenda. Group recommendations would be majority
  + Shannon - My thoughts on the "parking lot" is that at times things can get completely off track and we all have responsibilities to ensure we stay focused on what our roles and responsibilities are
  + Mike likes all ideas are recorded and considered and not just majority
  + *Strong support for accepting and considering all input not just majority – Mike will send an email with suggested language*
  + Kwis - Is this intended to be about additions within a single meeting, meaning that topics in the "parking lot" would be added to the next meeting?
  + Hugh Conroy - Not finding raise-hand but, I support recording when there's consensus vs when there's differences of opinion. As I understand it, this is not a decision-making body so the feedback could be passed along to Steering Comm & others
* Shaun are we adding feedback just for improvements on state highways? If so, this won’t be a conflict since we are not talking about funding for non-state highways
  + Jeremy – this is the first time we are looking at funding constraints for the state highways
* Hester - I like mentimeter as a way of ensuring participation for all voices. Maybe some sort of norms around "step up, step back" and/or "Ensure facilitation methods that give opportunities for all types of participants"
* Hugh - To assist with possible modifications to meeting agendas, perhaps strive to have draft-agendas sent out 2 days prior to meetings.
* Karena – Suggests sending comments out to the group to be ready for the next meeting
* Karl – What do you mean by Vision – what the Steering Committee can do or what WSDOT can do for state highways?
  + Jeremy – what WSDOT can do for state highways
* Mike – Major emphasis for next 20 years – the choices seem narrow and not relevant to a highway systems plan. Where is maintenance, preservation, congestion? Aren’t we looking at the highway systems plan? Where is traffic relief? Funding for preservation and maintenance?
  + Jeremy – Preservation and Maintenance and Operations included in other efforts
  + Hester – they don’t map exactly but they are tools to get to the goals – they are not either/or
* Feedback – How did we do?
  + Need more work Vision, Roles/Responsibilities/shared understanding
* Next Steps
  + We will send out notes that include the questions/outstanding issues
* Karl - I may have missed it, but how will you be setting up the next meeting date? Doodle poll? Is it already determined? The sooner this can get on my calendar the better. Thanks!
  + Karena – We will send potential meeting dates out soon