



SOUTHWEST WASHINGTON REGIONAL TRANSPORTATION COUNCIL TITLE VI ACCOMPLISHMENTS & GOALS REPORT

This outline is for LPA and other governmental entities to report Title VI activities that occurred over the past year and report Title VI goals for the upcoming year. Reports must be returned on or before due date to meet eligibility requirements for federal funding. Send to TitleVI@WSDOT.wa.gov

DUE DATES: Refer to Section 28.3 for scheduled reporting period and due date

Contact Information

Name and title of administrator (signature on Standard Assurances): Matt Ransom, Executive Director

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City: Vancouver WA Zip Code: 98666 County: Clark

Phone #: 564-397-5208 email address: matt.ransom@rtc.wa.gov

Name and title of head of transportation-related services: Matt Ransom, Executive Director

Mailing Address: PO Box 1366

City: Vancouver WA Zip Code: 98666 County: Clark

Phone #: 564-397-5208 email address: matt.ransom@rtc.wa.gov

Name and title of designated Title VI coordinator*:

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Phone #: 564-397-5213 email address: jennifer.campos@rtc.wa.gov

*When the Title VI coordinator changes, notify TitleVI@WSDOT.wa.gov within 30 days.

Note: This template has 14 questions. Please keep the questions in the order that they written and answer each question and segments of each question thoroughly. Please do not alter the questions. Also, please include outreach materials.

To comply with Title VI requirements, each annual report submission must include signed Standard Assurances (USDOT1050.2A).

Accomplishments

1. **Title VI Plan Changes** – Have there been any changes to the approved Title VI Plan that have not been reported to OEO? If Yes, please submit an update to the Title VI Plan with a new signature.

Updates have been made to RTC's Title VI Plan but the plan has not yet been approved by WSDOT. The draft plan has been attached with this report.

2. **Organization, Staffing, Structure** – Describe the Title VI Program reporting structure including the Title VI Coordinator, Administrative Head, and transportation-related staff. The list should include name, race, color, and national origin of each individual. Include the same details if your LPA has a volunteer or appointed board related to transportation decision making.

a) Organization

The Executive Director of RTC is responsible for ensuring the implementation of the RTC Title VI program. The RTC Title VI Coordinator (hereafter referred to as Coordinator), on behalf of the Executive Director, is responsible for oversight and day-to-day administration of the Title VI program and Assurances.

b) Staffing

Executive Director – Matt Ransom

The Executive Director is authorized to ensure compliance with provisions of RTC’s policy of non-discrimination and with the law, including the requirements of 23 CFR Part 200 and 49 CFR Part 21. RTC’s grants compliance function and Title VI coordination shall be performed under the authority of the Executive Director.

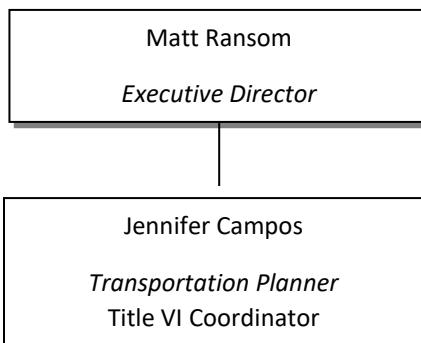
Title VI Coordinator – Jennifer Campos

RTC has assigned a Transportation Planner to perform the duties of the Title VI Coordinator and ensure implementation of the Agency’s Title VI Federally Funded Transportation Program. The Transportation Planner has other duties and responsibilities in addition to Title VI. This position has a direct reporting relationship and access to the Transportation Director.

RTC’s programs are subject to receiving Federal assistance through grants or other types of transportation related funding and are responsible for implementing RTC’s directives and policies to ensure civil rights compliance and equal opportunity. The Coordinator ensures that all programs comply with Title VI regulations and assurances, meet the objectives of the Title VI Plan, meet Federal and state reporting requirements, and provide adequate training opportunities for applicable staff.

c) Structure

Organizational Chart – Reporting Relationships



d) **Boards and Committees**

The Board of Directors is RTC's policy and decision-making body. The Board meets monthly and is comprised of fourteen voting members. The fifteen state legislative members of the 14th, 17th, 18th, 20th and 49th districts are ex-officio non-voting members of the Board. Nine RTC Board members are required to meet quorum. Valid votes require at least eight voting members plus one member who can be either a voting or non-voting member. The current make-up of the RTC Board of Directors and their contact information can be found on RTC's website – <http://www.rtc.wa.gov/agency/board/#roster>.

RTC's main advisory committee – the Regional Transportation Advisory Committee – coordinates and guides the regional transportation planning program within Clark County. This committee makes recommendations on key transportation issues to the RTC Board and is comprised of staff from the member jurisdictions and agencies list below. The current membership of the Regional Transportation Advisory Committee and their contact information can be found on RTC's website - <http://www.rtc.wa.gov/rtac/#members>.

RTC utilizes two policy committees to oversee and coordinate transportation planning activities for the RTPO regions of Skamania and Klickitat counties. The committees are comprised of representatives from the jurisdictions from within each county and WSDOT. The current membership the RTPO policy committees and their contact information can be found on RTC's website - <http://www.rtc.wa.gov/agency/committees/>

3. **Community Demographics** – Using a map of the LPA's boundaries, describe the demographics of the LPA's service area (e.g., race, color, national origin, low-income). List, by individual languages, the percent of the population(s) that is limited English proficient.

Southwest WA Regional Transportation Council (RTC) is the Metropolitan Planning Organization (MPO) for the Clark County, Washington portion of the larger Portland-Vancouver urbanized area. RTC is also the state-designated Regional Transportation Planning Organization (RTPO) for the region consisting of Clark, Skamania, and Klickitat counties.

The sources of the data RTC uses for demographic analysis includes the US Census, American Community Survey and Washington Office of Financial Management (OFM). The American Community Survey data can be one-year results or five-year results and is noted as such in the corresponding data.

Table 1: 2020 Three-County Demographic Data

County	Population	Population 65+	Population w/Disability	Households with No Vehicle	Persons Below Poverty Level
Clark County	503,311	74,453 15.4%	57,763 12.1%	3,311 1.5%	43,190 9.1%
Skamania County	12,036	2,450 20.6%	1,689 14.2%	88 1.7%	1,271 10.8%
Klickitat County	20,318	5,217 23.7%	3,275 14.9%	370 4.5%	3,397 15.5%

Washington Office of Financial Management; American Community Survey, 5-Year (2016-2020)



Table 2: Race and Ethnicity, 2020: Clark, Skamania, and Klickitat Counties Compared with USA and Washington State

Location	White	Black or African American	American Indian or Alaska Native	Asian/Pacific Islander	Hispanic or Latino
U.S.	75.8%	13.6%	1.3%	6.1%	18.9%
Washington State	61.6%	12.4%	1.1%	6.0%	18.7%
Clark County	75.5%	2.3%	1.0%	5.9%	11.7%
Skamania County	87.2%	0.5%	1.8%	1.3%	6.6%
Klickitat County	82.0%	1.2%	1.7%	0.5%	12.0%

Both Skamania and Klickitat counties have a higher percentage of people identifying as White at 87.2 percent and 82.0 percent, respectively, than the percentage of Washington State at 61.6 percent and the U.S. at 75.8 percent. Klickitat County has a much higher number of people self-reporting as Hispanic or Latino at 12 percent than 6.6 percent in Skamania County. Table 2 demonstrates the 2016-2020 race and ethnicity data for Skamania and Klickitat counties.

LEP Assessment for the RTC Planning Area

Factor 1: The number or proportion of LEP persons served or encountered in the eligible service population of the RTC region

The RTC region consists of Clark, Skamania and Klickitat counties. To understand the profile of persons that may participate in RTC activities, the most recent United States Census data was used. For the purposes of this LEP Plan, persons who identified themselves as speaking English less than

“very well” are considered LEP persons. Tables 1 through 3, below, summarize the relevant information derived from the United States Census Bureau 2016-2020 American Community Survey (ACS) 5-year Estimates – Table C16001: Language Spoken at Home by Ability to Speak English for the Population 5 Years of Age and Over.

Table 3: Clark County - Individual Language Spoken at Home by LEP Persons, (LEP = Speak English less than "very well")

Language Spoken at Home Clark County, WA	Total Persons	% of Total Population
Spanish or Spanish Creole	10,763	2.4%
Russian, Polish, or Other Slavic	6,820	1.5%
Vietnamese	1,984	0.4%
Chinese	1,805	0.4%
Other non-English	5,275	1.2%
Total LEP Population	26,647	5.9%
Total Population (Speak English Very Well)	426,051	94.1%

Source: 2016-2020 American Community Survey 5-year Estimates – Table C16001

In Clark County (Table 3), Spanish or Spanish Creole is the most common non-English language spoken at home, accounting for almost half of the estimated 26,647 persons that speak English less than “very well.” The estimated LEP population of 26,647 represents about 5.9% of total 503,311 residents in Clark County.

Table 4: Skamania County - Individual Language Spoken at Home by LEP Persons, (LEP = Speak English less than "very well")

Language Spoken at Home Skamania County, WA	Total Persons	% of Total Population
Spanish or Spanish Creole	146	1.28%
Other Asian and Pacific Island Languages	10	0.09%
Total LEP Population	158	1.28%
Total Population Speak English Very Well	11,261	98.62%

Source: 2016-2020 American Community Survey 5-year Estimates – Table C16001

In Skamania County (Table 4), Spanish or Spanish Creole is the most common non-English language spoken at home, accounting for almost all of the estimated 158 persons that speak English less than “very well.” The estimated LEP population of 158 represents about 1.28% of total 11,261 persons that reside in Skamania County.

Table 5: Klickitat County - Individual Language Spoken at Home by LEP Persons, (LEP = Speak English less than "very well")

Language Spoken at Home Klickitat County, WA	Total Persons	% of Total Population
Spanish or Spanish Creole	857	4.07%
Vietnamese	25	0.12%
Russian, Polish, or other Slavic	14	0.07%
Other Indo-European	10	0.05%
Other LEP Population	19	0.09%
Total LEP Population	933	4.43%
Total Population Speak English Very Well	20,112	95.57%

Source: 2016-2020 American Community Survey 5-year Estimates – Table C16001

Spanish or Spanish Creole is also the most common non-English language spoken at home in Klickitat County (Table 5). The estimated 857 Spanish speakers who speak English less than “very well,” represent over 92% of the 933 Klickitat residents who speak English less than “very well.” Over all about 4.43% of Klickitat County’s 20,318 persons are LEP persons.

Factor 2: The frequency with which LEP individuals come in contact with RTC programs, activities, or services

The previous analysis showed that approximately 5.9 percent of Clark County’s population is LEP persons, with the majority speaking Spanish or Spanish Creole (about 2.4%) and Russian (about 1.5%). Interpretation and translation for these languages are the most likely to be requested. To date, RTC has received no requests, formal or otherwise, by LEP persons seeking the translation of documents, interpreters at public meetings or other language assistance. RTC staff does not provide direct critical services to individuals. Activities are focused on regional planning efforts and allocation of funds to transportation projects to be implemented by other agencies and local governments. Thus, there is limited contact with the general public at large (e.g., as compared to a public transit agency, school district, public health agencies, public safety agencies or other direct providers of social services).

While RTC contact with LEP individuals has been limited, RTC remains committed to engaging and involving all residents of Southwest Washington, including those with LEP and seeking to remove linguistic barriers to full participation.

Factor 3: The nature and importance of the program, activity, or service provided by RTC

RTC works with the Southwest Washington counties (Clark, Skamania, and Klickitat), cities and towns, ports, tribes, transit agencies, and the state to develop policies and make decisions about long-term regional issues on land use, transportation, and the economy. RTC does not provide any

direct projects or services to the population of the Southwest Washington region. However, RTC does distribute funds through several transportation programs, including funds for those with special transportation needs, who may include LEP persons. All funds RTC distributes are to eligible recipients and must be consistent with adopted regional plans, the approval and adoption process of which are guided by RTC's Public Participation Plan and all other applicable laws and regulations.

RTC encourages public input and involvement from all residents or their representatives. RTC posts agendas for all meetings, which are open to the public, on the RTC website. RTC staff is available to address community organizations as requested. RTC staff fields inquiries from the public regarding transportation projects, other planning activities, and aging services. RTC frequently updates its website to allow residents to learn about and follow RTC activities. While LEP persons are encouraged to participate directly in RTC's regional activities, they are often more engaged at the local level with RTC member governments or in association with local projects. This type of engagement is critical, as the feedback received at the local level can then be communicated to RTC's regional programs.

Factor 4: The resources available to RTC and costs of providing language assistance

The fourth factor of the analysis weighs the preceding three factors to assess the needs of LEP persons within the RTC region compared with the resources available to RTC and the costs of providing access. RTC is committed to offering all residents in the region the opportunity to participate in and receive services from RTC's activities. The LEP Implementation Plan uses cost-efficient and productive measures to ensure language barriers are not preventing LEP persons from participating meaningfully in RTC's activities.

4. **Complaints** – Provide a copy of the LPA's Title VI complaint log, including new Title VI complaints received during this reporting period and any still pending. Include the basis of the complaint (race, color, national origin) and describe the disposition (status/outcome).

We have been told by the FHWA Headquarters Office of Civil Rights (HCR) that recipients and sub-recipients should not accept, dismiss, or assess the merit of a case before forwarding to the State DOT/FHWA. They should record receipt of the complaint and forward the complaint through the hierarchy up to HCR for their consideration. This applies to any complaint received by a recipient or sub recipient regardless of perceived merit or jurisdiction.

FHWA HCR Headquarters has indicated that the decision to accept a complaint is largely based on whether there has been a disparate impact, disparate treatment, or retaliation against protected populations on the basis of race, color, and/or national origin, including Limited English Proficiency. While FHWA does use the legal frameworks described in the DOJ manual, federal agencies have a fair amount of discretion in whether to accept complaints. That said, unlike in civil court, there is no burden of proof for a complainant to establish a prima facie case. It is ultimately up to the federal agency (rather than recipients) to determine whether there's sufficient evidence to investigate or make a finding.

Per the Title VI Plan, Local Agency Guideline Manual, and complaint process, all Title VI complaints must be submitted to WSDOT Office of Equal Opportunity. WSDOT OEO will submit them to our FHWA contact (who then confers with DC to determine jurisdiction).

RTC has not received any Title VI complaints during this reporting period.

5. **Planning** – Describe the transportation planning activities performed this reporting period. Describe the actions taken to promote Title VI compliance regarding transportation planning, including monitoring and review processes, community involvement, their outcome or status. Include examples of community outreach.

RTC is a small agency with an executive director and 9 staff, at the beginning of new planning work, annual program revision and studies, the Title VI coordinator discusses with lead staff Title VI considerations at the beginning of the work. The region's Environmental Justice Demographic Profile is reviewed and as well as RTC's Public Participation Plan.

The Title VI Coordinator reports back to all RTC staff information learned from Title VI trainings, highlighting any new emphasis areas for the agency.

At every RTC public meeting, RTC provides Title VI self-discourse forms and a [civil rights flyer](#) published in English, Spanish and Russian. On RTC's home webpage there are two links, one in [Spanish](#) and the other in [Russian](#), to information about Title VI, interpretation and translation services as well as complaint forms in [Spanish](#) and [Russian](#). Additionally, RTC provides Title VI self-disclosure forms at every public meeting (see attached).

Since March 2020, public outreach and participation has been impacted by the COVID-19 pandemic. RTC and partner agencies have responded to directives from state government and have committed to hold essential meetings virtually through use of accessible software.

Below are the transportation planning activities that occurred during this report period. RTC did not hold public meetings for any of the following transportation planning activities.

REGIONAL TRANSPORTATION PLAN

The Regional Transportation Plan (RTP) for Clark County is the region's long-range transportation plan. The Plan's purpose is to promote and guide development of a multimodal transportation system for the efficient movement of people and goods, using environmentally sound principles and fiscal constraint. To meet planning requirements, the RTP has a planning horizon of at least 20 years. Development of the most recent RTP with a horizon year of 2040 began in 2017 and continued through 2018 with adoption of the Plan in March 2019.

The Plan maintains consistency between federal, state and local plans. The 2019 RTP is consistent with local land uses outlined in local Comprehensive Growth Management Plans. The RTP also reflects the Washington Transportation Plan in place at time of RTP adoption. The RTP is compliant with the FAST Act, the federal transportation act in place at the time of RTP adoption. The RTP addresses performance-based planning and programming requirements with listing of federal performance measures and targets established to date.

The Plan provides a vision for an efficient future transportation system and direction for sound transportation investments. The Plan also provides additional detail regarding active transportation planning, addresses the impacts of technology on future transportation and, with the RTP amendment of September 2022, has an updated list of identified transportation projects and transportation strategies. In FY 2023, work will be underway on the next RTP update scheduled for adoption in late 2023 (FY2024).

FY 2023 Tasks and Products: Regional Transportation Plan

- In FY2023 RTC will be developing the next update to the RTP having scoped the update in FY 2022. The focus will be on developing the Plan's modal elements and on identifying transportation system needs. Specific tasks and products are described below:
- Federal Functional Classification – work with local jurisdictions and WSDOT to update the federal functional classification system and reflect any changes in the next RTP update. (As needed)
- System Performance – Report on transportation system performance measures, monitoring and updates to targets set to guide transportation investment decisions, project and strategies identified in the RTP in compliance with the federal transportation act. The goal is to have a more effective investment process for federal transportation funds. RTC staff will continue to work with WSDOT, regional and local planning partners, including C-TRAN the local transit service provider, and other MPOs in the state. RTC will review updated state-set targets and, as updated targets are set, will consider whether to continue to support WSDOT in attaining WSDOT's established performance targets or set regional targets. (Ongoing)
- Practical Solutions – RTC will continue to work with WSDOT to identify practical solutions to transportation issues in an effort to maximize benefits. This approach to identifying transportation solutions, including projects and strategies, will impact the list of transportation projects identified in next RTP update. (Ongoing)
- Project Priorities – project and transportation strategy priorities identified in the RTP will be reviewed annually.
- Safety – An update to the Safety Assessment for Clark County will be completed using crash data compiled by the State and used in the performance monitoring and target setting process. RTC will work with local agencies to develop and implement Complete Streets/Safe Streets to ensure streets are designed for all users dependent on the context of the transportation facility. (Ongoing)
- Transit – The RTP includes recommendations and guidance provided by the region's transit development plans, notably C-TRAN's Transit Development Program and 20-Year Transit Development Plan, C-TRAN 2030, (C-TRAN, June 2010; updated December 2016) and the Clark County High Capacity Transit System Study (RTC, December 2008). C-TRAN opened its first Bus Rapid Transit corridor, The Vine, in the Fourth Plain corridor in January 2017, and is working on a second BRT corridor on Mill Plain and a third for Highway 99. C-TRAN is also implementing micro-transit options in some sub-areas of Clark County.
- Efficiencies – It is recognized that the most efficient use of the existing transportation system can be realized through implementation of Transportation Demand Management (TDM) and Transportation System Management strategies. RTC will continue to coordinate with planning partners in developing the Congestion Management Process, Transportation System Management and Operations through RTC's VAST program (see VAST element) and Commute Trip Reduction plans. The solutions identified in these TDM and TSM Plans are an important part of

RTP transportation strategies to meet travel demands. TDM planning in the region uses a broader definition of demand management and identifies policies, programs and actions including use of commute alternatives, reducing the need to travel as well as spreading the timing of travel to less congested periods, and route-shifting of vehicles to less congested facilities or systems. (Ongoing)

- RTC works with local partners to implement transportation demand strategies outlined in local and regional Commute Trip Reduction plans. Affected local jurisdictions, as currently determined by the State's CTR law, are: Vancouver, Camas, Washougal, and unincorporated Clark County. Local and Regional CTR Plans, as well as a Downtown Vancouver Growth and Transportation Efficiency Center (GTEC) Plan, were initially adopted by RTC in October 2007 with minor updates in 2013 and in 2015 both Regional and Local Commute Trip Reduction Plans were last updated. (As needed)
- Active Transportation – The RTP reflects work with WSDOT and local jurisdictions and agencies, including Clark County Public Health, to ensure that bicycling, pedestrian and rolling modes are addressed. RTC will continue to work with state and local partners to plan for active transportation policies and transportation needs to support transportation options, community quality and health. The Regional Active Transportation Plan for Clark County, first phase published in September 2021 and second phase underway, will be integrated into the RTP at the RTP's next update. The action plan developed by Clark County's Walkability Action Institute team in May 2021 will be reflected in active transportation activities. To advance active transportation planning, RTC will continue to represent RTC at monthly meetings of the Clark Communities Bicycle and Pedestrian Advisory Committee, will continue to collaborate with statewide Active Community Environments (ACE) stakeholders and with the SW Washington Healthy Living Collaborative which is now a part of the Southwest Washington Accountable Community of Health (SWACH). RTC will work with local partners to review policies and suggest projects to improve non-motorized transportation modes in the region.
- Changing Demographics and Lifestyles – the 2023 RTP update will address changing demographics and lifestyles and how these will affect transportation demand in the region. RTC will continue to monitor demographic trends and work with local agencies and institutions, such as the Clark County Commission on Aging and Accessible Transportation Coalition Initiative, to implement transportation recommendations to meet transportation needs. (Ongoing and as new data allows)
- Human Services Transportation Planning - The process to develop the region's Human Services Transportation Plan and human services transportation project priorities is led by RTC (see separate HSTP work element) The HSTP for Clark, Skamania and Klickitat Counties update is due in December 2022 and supports funding applications for WSDOT's consolidated public transportation grant program. The special transportation needs of the elderly, people with disabilities, and low-income populations will continue to be reflected in the RTP.
- Freight Transportation – Elements of the Clark County Freight Mobility Study (RTC, Dec. 2010) are incorporated into the RTP to ensure that the significance of freight transportation and its importance to the local economy is documented. RTC will continue to prepare materials relating to freight transportation and work with partners and business interest groups, such as Identity Clark County and the Southwest Freight and Commerce Task Force (FACT) Coalition, to focus attention on needed multi-modal freight investments and critical economic corridors within the region. RTC will continue to work with local partners on opportunities to compete for freight grant funds. RTC will also coordinate with WSDOT's Freight Division to inform WSDOT of freight needs in the region and with the Freight Mobility Strategic Investment Board (FMSIB). In FY

2022/23, RTC is working with Metro on the Regional Freight Delay and Commodities Movement Study which will be reflected in the RTP's 2023 update.

- Economic Development – RTC will continue to work with the Columbia River Economic Development Council (CREDC) to support implementation of its Clark County Comprehensive Economic Development Plan and to determine transportation needs at a regional level that can support economic development. RTC coordinated with CREDC on an update to the Employment Land Study in 2019 and continues to participate in regular Economic Development Partners meetings. RTC will compile data relating to economic analysis including GDP, employment by industry, unemployment rates, wages and salary changes, household income, commuting patterns, development permits, housing construction, to inform the transportation planning process and to support transportation funding applications. (Ongoing)
- Regional Emergency Transportation Routes - RTC will coordinate with Metro and the Regional Disaster Preparedness Organization (RDPO) on a second phase for RETRs to prioritize/tier the updated routes and develop operational guidance for route owners/operators.
- Emerging Transportation Technologies - Regional transportation system development is at an evolutionary point where emerging transportation technologies that can impact transportation networks and performance are developing rapidly. RTC will continue to be aware of emerging technologies and their use to serve transportation mobility, access and equity for passenger, freight and goods movement. (Ongoing)
- Air Quality and Climate Change – Strategies to reduce Vehicle Miles Traveled per capita and to help reduce greenhouse gas emissions are part of the requirements of RCW 70.235.020, RCW 47.01.440 and Governor's Executive Order 09-05 – Washington's Leadership on Climate Change now superseded by Governor's Executive Order 14-04. RTC will continue to address VMT reduction strategies as part of the regional transportation planning process.
- Corridor Planning –RTC will continue to coordinate with and support WSDOT in corridor planning and Transportation System Management and Operations (TSMO) implementation including WSDOT's ramp signal program. RTC provides technical support for the WA SB-5806 I-5 Legislative Task Force addressing I-5 Interstate Bridge replacement with work including coordination with transit agencies and Transportation Demand Management options.
- Financial Plan – The financial Plan section of the RTP includes costs of system maintenance, preservation, safety improvement and operating costs and will be updated in FY 2023. RTC will continue to work with local and state transportation interests to bring attention to transportation system funding needs.
- Consistency – RTC will continue work with planning partners to maintain consistency between state, local, and federal transportation plans. RTC will provide local jurisdictions with GMA Plan certifications as requested. (Ongoing)
- Consultation between RTC, state and federal environmental agencies to address environmental mitigation strategies as part of the RTP process will continue as well as coordination with tribal governments. Resource agencies include the State Historic Preservation Office and local jurisdictions' environmental departments. (Ongoing)
- The RTP development and implementation process involves the Regional Transportation Advisory Committee whose members provide technical review and recommendations for RTP work elements with RTC staff providing informational briefings. The RTC Board is also updated, as needed, on the RTP.

- RTC involves the public in development of the metropolitan transportation planning process and, in particular, in development of RTP elements. Opportunities for public participation are offered with website information, media releases, communication with neighborhood groups, and stakeholders on the regional transportation planning process. Consultation with interested resource agencies and tribes with interests in the transportation system in the Clark County region continues. At monthly Board meetings, time is set aside to allow citizens to comment on metropolitan transportation planning issues and their input is considered in the RTP update. RTC will continue to explore opportunities to procure student project assignments to help update and develop elements of the RTP. (Ongoing)
- Planning Assistance - During FY 23 RTC may competitively develop an On-Call Consultant Assistance roster (On-Call Roster) of qualified vendors with the requisite skills to support implementation of RTC's Regional Transportation Planning programs and planned activities. Upon establishment of an On-Call Roster, RTC may identify Regional Transportation Planning activities/tasks which could be supported by the On-Call Roster.

CONGESTION MANAGEMENT PROCESS

The Congestion Management Process focuses on transportation performance within corridors through monitoring of vehicular travel, auto occupancy, truck traffic, transit, travel demand management strategies, system management strategies, and traffic operations in an effort to identify solutions to address congestion. The congestion monitoring program provides valuable information to decision-makers in identifying the most cost-effective strategies to provide congestion relief. The CMP is used to identify system improvements, to guide investments and also to track the effectiveness, over time, of system improvements that are made.

FY 2023 Tasks and Products: Congestion Management Process

- A Congestion Management Process that includes all six CMP elements as outlined in 23 CFR Part 450 Sec. 320). (Ongoing)
- Analyze transportation needs and identify best sources for needed transportation data.
- Updated traffic counts, turning movement counts, vehicle classification (truck) counts, travel delay and other key data for numerous locations throughout Clark County. Data updates will come from new counts and the compilation of traffic count information developed by the state and local transportation agencies. New and historic data will be made available on RTC's web site (<http://www.wa.gov/rtc>). Traffic count data is separated into 24 hour and peak one-hour (a.m. and p.m. peak) categories. Scans of traffic counts are stored to help meet other needs and to support future regional travel forecast model enhancement and update. (Ongoing)
- Update other CMP corridor data including auto occupancy, roadway lane density, vehicle classification (truck counts), transit ridership, transit capacity, travel time and speed. Data should support the CMP, concurrency and/or other regional transportation planning programs. (Ongoing)
- Compare the most recent data with data from prior years (dating back to 1999) to support identifying system needs and transportation solutions as well as monitoring of impacts of implemented improvements. (Summer 2022)

- An updated annual Congestion Management Report (Summer 2022).
- Provide information to Federal Highway Administration to help in FHWA's assessment of the Congestion Management Process. *(As needed)*
- Communicate with Metro on RTC's Congestion Management Process and keep informed on development of Metro's Congestion Management Process. *(Ongoing)*
- Plan for regional freight and commercial needs including data collection and reporting. *(Ongoing)*

VANCOUVER AREA SMART TREK PROGRAM

The Vancouver Area Smart Trek (VAST) program encompasses the ongoing coordination and management of regional Transportation System Management and Operations (TSMO) and Intelligent Transportation System (ITS) activities. The VAST program, which focuses on ITS planning, projects and infrastructure, has been managed by RTC since its inception in 2001.

The TSMO Plan guides the implementation of operational strategies and supporting Intelligent Transportation Systems (ITS) technologies for Clark County and presents a strategic framework for accomplishing transportation system management objectives. It also supports future ITS technology investments and capital improvements necessary to accomplish those objectives. RTC published the first VAST TSMO Plan in 2011 as well as an update to the plan in 2016. The original plan provided a 10-year vision; the 2016 Plan update provides a 5-year view that better reflects both the nature of TSMO strategies as viable near-term solutions to operational deficiencies as well as the rapid evolution of ITS technologies and operations practices.

The Vancouver Area Smart Trek Program is a coalition of state, regional and local agencies working together to implement Intelligent Transportation Systems (ITS) and operational solutions to address the region's transportation needs. Partners in the coalition include the City of Vancouver, Washington State Department of Transportation (WSDOT), Clark County, C-TRAN, and RTC. The Program has proven to be an effective way for agencies to coordinate and partner on ITS and operational project development and delivery, with successful funding outcomes, monitoring of project development, and project integration.

FY 2022/2023 Tasks and Products: VAST

- Coordinate all VAST activities within Clark County and with Oregon. *(Ongoing)*
- Facilitate the activities of the three VAST related committees. *(Ongoing)*
- Report on the overall effectiveness of the VAST program. *(Ongoing)*
- Maintain the Regional ITS Architecture for the VAST program. *(Ongoing)*
- Incorporate the connected and autonomous vehicles element into the next Regional ITS Architecture update.
- Implement ITS technologies and operational strategies on the TSMO corridor(s) within the budget available. *(Ongoing)*
- Determine need for the development of regional policies for the consideration of operational strategies.

- Update and expansion of Portal to include more partner agencies. Collaboration with partner agencies will also address ongoing refinement of Portal to improve data quality, visual interface and usability. *(Ongoing)*
 - Manage the ITS element of the work program, including preparation of memoranda of understanding for coordinated ITS implementation, interlocal agreements, and operational and maintenance agreements, fiber sharing permits and other coordination needed between partner agencies to deploy ITS projects. *(Ongoing)*
 - Develop policies for operational requirements, acceptable use, security and other policies for the shared ITS network. *(Ongoing)*
 - Build-on addition of Clark County onto the bi-state regional ITS network by expanding the number of VAST agencies using it to send real-time data to the Portal data archive.
 - Prepare and publish the 2022 VAST Annual Report to summarize key 2022 accomplishments and recurring, recent and upcoming activities of the program.
 - Update, maintain and utilize the database as new fiber projects are completed. *(Ongoing)*
 - Adopt standards for fiber, equipment, and infrastructure based on priorities set by the Communications Infrastructure Committee. *(Ongoing)*
 - Regional ITS goals and policies for the Clark County region and for bi-state ITS issues. *(Ongoing)*
 - Manage consultant technical support activities. *(Ongoing)*
6. **Right-of-way Actions** – Describe activities during this reporting period associated with the purchase, sale, lease/use, or transfer of real property (related to highway transportation/public right-of-way use). Include demographic information of affected populations. For example, the race, color, national origin of affected property/business owners(s)/tenant(s).

RTC is not involved in any right-of-way activities.

7. **Right-of-way Staff** – Identify right-of-way appraisers and acquisition staff (used during this reporting period) by race, color, national origin.

RTC is not involved in any right-of-way activities.

8. **Studies and Plans** – Were any transportation studies (including environmental reviews) conducted or transportation plans completed during this reporting period? Identify the data source(s) and provide data summary (Title VI/Environmental Justice Analysis) relative to ethnicity, race, languages spoken, neighborhoods, income levels, physical environments, and/or travel habits. Explain how data was used in these studies/reviews/plans.

2022-2025 TRANSPORTATION IMPROVEMENT PROGRAM

The Transportation Improvement Program is composed of transportation projects, to be implemented in the next four years that address the regional transportation system needs within Clark County, Washington. The [TIP](#) for this report cycle was adopted by the RTC Board in October 2022. RTC uses demographic data from the American Communities Survey, produced by the US

Census Bureau, to identify Block Groups with demographic populations that may be underrepresented in the transportation planning process or may be disproportionately impacted by transportation projects. RTC's process identifies all block groups with a percentage of population that are above or below the county-wide average for that population group, which are then incorporated into population group maps.

With the identification of these populations, local agencies are encouraged to advance transportation improvements that benefit these underrepresented populations. Improvements that benefit these populations are identified and incorporated within the Regional Transportation Plan and implemented through the Transportation Improvement Program. Within the regional grant evaluation process, additional points are given to projects that enhance bicycle, pedestrian, or transit access within Block Groups that have above average minority and low-income populations.

No Title VI related comment or concerns were raised during the public comment period.

HOUSEHOLD TRAVEL STUDY

The most recent household activity and travel behavior survey for Clark County was conducted during the fall of 2009. The 2009 survey consisted of a revealed preference survey based on a 24-hour household activity and travel diary. The survey provided data for the regional travel demand model, the assessment of current activity and travel patterns, and for the estimation of future activity and travel under various policy scenarios. The effort improved planners' and policy makers' abilities to evaluate impacts of future policies and actions on travel patterns and transportation facility use. Since the 2009 survey, the travel behavior and choices of Clark County residents have changed in response to quickly evolving technology, new travel options, changing demographics and societal trends necessitating an updated travel behavior survey.

As in past surveys in 1994 and 2009, RTC is working in coordination with Oregon partners, including Metro and ODOT, as the next Oregon Household Activity Survey (OHAS) is developed. This will ensure data compatibility in the bi-state region and will allow for joint model development and economics of scale. RTC staff is working with planning partners on both sides of the Columbia River on a project scope and schedule that will support fielding an updated household travel survey. RTC staff will be working closely with member jurisdictions during this project. Shared System Existing Use Cases. Research of two existing shared operation signal systems currently in operation and development of a deliverable listing benefits, advantages/disadvantages, challenges and governance structure of shared operations. Preferably, one of the two use cases will include a group of agencies operating on the Trafficware ATMS.NOW platform similar to the VAST agencies.

FY 2022/23 Tasks and Products

- Work with OHAS and survey consultant on survey approach. Survey methods and instruments have changed significantly since the 2009 survey effort and challenges in recruiting participants have grown. (Winter 2021).
- Preparation for the travel behavior study likely to be fielded in 2023 with field testing in 2022.
- Develop a sampling approach and Clark County geographical strata. (Summer2022)
- Implement optimum public relations strategies for the activity survey before fielding. (Winter 2022)

- Fielding of the travel and activity-based survey (Spring – Fall 2023).
- Monitor the progress of the activity survey and continue to communicate with the survey consultants and local jurisdictions.
- Examine and validate the survey data set and finalize the final survey report. (Winter 2023)
No Title VI related comment or concerns were received during the planning process.

No Title VI related comment or concerns were received during the planning process.

HUMAN SERVICES TRANSPORTATION PLAN

First instituted as one of the new requirements of the federal transportation act, SAFETEA-LU (2005), the [Coordinated Human Services Transportation Plan](#) (HSTP) continues to be a significant part of the metropolitan transportation planning program. The intent of the Human Services Transportation Plan is to identify transportation needs and solutions and thereby improve transportation services for people with disabilities, seniors, the young and individuals with lower incomes as well as those in rural locations who cannot provide transportation for themselves.

An update of the Humans Services Plan for Clark, Klickitat, and Skamania counties was completed in the last quarter of 2022. Stakeholder and public participation is the key to successful human services transportation planning. Engaging the appropriate organizations and individuals in planning efforts is critical to identifying the needs of the target population, the needs of the community and region, identifying formal and informal transportation services available, and identifying solutions to fill transportation gaps. The Stakeholder and Public Involvement process included the following activities:

- Identification of stakeholders
- Communication with stakeholders through e-mail and telephone
- Co-hosting Accessible Transportation Coalition Initiative (ATCI) stakeholder meetings, working in close collaboration with Community in Motion and C-TRAN to convene these regular meetings
- Distribution of question prompts for public and stakeholders to respond to regarding special transportation needs
- Make presentations on the Human Services Transportation Plan update at meetings where special needs clients meet such as the Clark County Commission on Aging, and C-TRAN's Citizens Advisory Committee
- Clark County Regional Transportation Advisory Committee and Skamania and Klickitat Regional Transportation Policy Committee meetings
- Providing briefings on the Human Services Transportation Plan update to the RTC Board at monthly meetings which are broadcast to a wider audience on cable television and meeting recordings are available online
- Providing a public feedback form and information on the HSTP on RTC's updated website at <http://www.rtc.wa.gov/programs/hstp/>

The HSTP includes maps and demographic analysis for the following data sets: county population, population over age 65 and 85, population with a disability, households with no vehicle youth population, veterans, persons living below the poverty level, and race and ethnicity. Along with

input from the community outreach process, this information was used to help identify issues and gaps in transportation services for the three-county area and to develop a list of recommended solutions.

No Title VI related comment or concerns were received during the planning process.

9. **Project Location and Design** – Provide a list of construction projects that began during this reporting period. Using a map of the LPAs service area, identify project locations, and a brief description of the projects’ benefits/burdens to affected populations. If possible, provide a map that overlays projects with the racial composition of affected neighborhoods.

RTC is not involved in any project design or construction activities.

10. **Other Public Meetings** – List other public meetings held during this reporting period. Identify efforts used to encourage citizen participation at those meetings. Detail dates, times, locations, attendance, and provide examples of outreach materials.

No other public meetings were held during this report window.

11. **Transportation-related Construction and Consultant Contracts** (if applicable) – Briefly describe the process used to advertise and award construction contracts during this reporting period. Include the process for negotiated contracts (e.g., consultants).

Every year RTC issues Requests for Qualifications (RFQs) to solicit consultant assistance with various programs and projects sponsored by RTC. These RFQs are announced in local and regional newspapers along with area business journals. RTC also ensures compliance with WSDOT’s LAG Manual for contacting requirements.

12. **Contract Title VI Compliance** – Describe the actions taken to promote construction contractor/consultant compliance with Title VI by construction contractors/consultants, including monitoring and review processes, and their outcomes/status (e.g. what Title VI language was included in contracts and agreements; were contractors and consultants reviewed to ensure compliance; what Title VI responsibilities are explained to contractors and consultants?)

RTC’s Title VI Coordinator ascertains Title VI compliance by contractors, subcontractors, consultants, suppliers and other sub-recipients under federally funded projects or programs and ensures applicable Title VI provisions and requirements are included in contractual agreements to prime contractors and sub-recipients. Actions for this report period included:

- Ensured the Title VI/Non-Discrimination Assurances text in Appendix A of RTC’s Title VI Plan was included in all agency contracts
- Notified contractors that the text from Appendix A must be included in any subcontracts
- Ensured that the Title VI Notice to the Public was included in all RTC RFPs
- Ensured the abbreviated Title VI Notice to the Public was included in all published announcements of RTC’s RFPs (such as those published in newspapers).

- Ensured the Title VI/Non-Discrimination Assurances text of RTC’s Title VI Assurances was included in all RTC RFPs
- Completed reviews to ensure consultants were in compliance with Title VI laws and regulations

13. **Current Contracts** – List construction, right-of-way, and consultant contracts with your LPA/MPO/entity for this report period with dollar value of each. Identify funding sources (federal, state, local, other), and how many were awarded to certified disadvantaged contractors (as a prime contractor/consultant).

During the reporting time, RTC had 4 contracts with consultants to provide consulting assistance and work on the following projects/programs:

Work Element	Total RTC Budget for Work Element	Funding Source	Consultant Assistance	Consultant(s) Identified or Project Status	DBE
Congestion Management Process	\$94,361	Federal	\$25,000	Quality Counts	No
Vancouver Area Smart Trek (VAST)	\$433,526	Federal	\$130,000	DKS and Portland State University Portal	No
Transportation Data for VAST Program	\$300,000	Federal	\$300,000	Cambridge Systematics	No
Household Travel Survey	\$471,500	Federal	\$471,500	Resources Systems Group, Inc.	No

14. **Education & Training** – Describe actions taken to promote Title VI compliance through education and trainings, including monitoring and review processes, and their outcomes/status.

Every RTC staff member attended/participated professional training in during the reporting period for transportation modeling, transportation planning, air quality, and others. These opportunities came in form of professional conferences, user groups, workshops, seminars and webinars. None of the training this year was NHI sponsored. During the report window there were no staff members who completed the Title VI Basics Training.

Title VI Goals for Upcoming Year

What area(s) of Title VI does your agency plan to focus on in the upcoming year? Describe by particular program area what your agency hopes to accomplish. Include any significant problem areas to focus on and plans to address those.

- Have all RTC staff members complete the National Highway Institute: Risk Mitigation Through Title VI Reviews training
- RTC will be updating its Regional Transportation Plan (RTP) in the coming year and as a part of that process the Environmental Justice Demographic Profile will be updated as well
- RTC will be working toward the development of an overarching equity policy for the organization and will collaborate with agencies, stakeholders, and the community throughout the process
- RTC will be updating its Limited English Proficiency Plan