



**STAFF REPORT/RESOLUTION**

**TO:** Southwest Washington Regional Transportation Council Board of Directors  
**FROM:** Matt Ransom, Executive Director *MR*  
**DATE:** October 30, 2018  
**SUBJECT:** **2018 Human Services Transportation Plan for Clark, Skamania and Klickitat Counties and Consolidated Grant Project Ranking, Resolution 11-18-27**

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**AT A GLANCE - ACTION**

*The action requested is adoption of Resolution 11-18-27 to approve the 2018 update to RTC's Human Services Transportation Plan for Clark, Skamania, and Klickitat Counties and endorse the ranking of special needs transportation projects from RTC's three-county Regional Transportation Planning Organization region. RTC's Human Services Transportation Plan is prepared every four years as a federal requirement and is required in Washington State as a condition for funding eligibility under the statewide competitive Consolidated Public Transportation Grant Program. The RTC Board had opportunity to review HSTP information and special transportation needs and provide input to staff at the October 2 Board meeting.*

**INTRODUCTION**

The purpose of this Resolution is to provide information on the Human Services Transportation Plan update and to seek RTC Board action to approve the 2018 Plan update and endorse the list of ranked special needs transportation projects from RTC's three-county Regional Transportation Planning Organization region. The Board's action will allow the ranked projects to be considered by WSDOT for funding through the 2019-2021 statewide competitive Consolidated Public Transportation Grant program with some projects also considered for 2021-2023 funding. The Human Services Transportation Plan update is attached with this Resolution for review and a brief overview of the ranked projects is included within the Resolution.

In 2018, Southwest Washington Regional Transportation Council has been working with stakeholders and citizens to update the Coordinated Human Services Transportation Plan (HSTP) for Clark, Skamania, and Klickitat Counties. Federal and State transportation regulations require the development of a coordinated HSTP with an update at least every four years. The RTC Board adopted the region's first Human Services Transportation Plan for Clark, Skamania, and Klickitat Counties in January 2007, with the most recent update in November 2014.

The purpose of the required plan is to provide a framework for the coordination of transportation services for aging adults, persons with disabilities, and individuals with economic disadvantages within the region. A coordinated plan for human services transportation can enhance transportation access, minimize duplication of services, and encourage the most cost-effective transportation possible. The Plan ensures that communities coordinate resources to provide transportation services through multiple funding programs. Development of the Human Services

Transportation Plan brings together service providers, agencies that distribute funds, riders, and the community at-large to improve special needs transportation throughout the region.

At the October 2018 meeting, staff provided the Board with background information on the Human Services Transportation Plan including a summary of current services, unmet needs, and challenges. Since then, staff has worked with stakeholders to complete the draft Plan and to evaluate and provide a ranking of the transportation projects resulting from the Plan to help meet transportation challenges.

### **HUMAN SERVICES TRANSPORTATION PLAN AND FUNDING PROGRAMS**

Development of an HSTP is a condition for receiving funding through WSDOT's statewide competitive Consolidated Public Transportation Grant program. The goals of the WSDOT Public Transportation Consolidated Grant Program are to address deficiencies in paratransit/special needs or rural public transportation, to provide a community benefit, to provide funding to special needs or rural public transportation where there is a demonstrated need and measureable benefit, to make community connections supporting a sustainable network of transportation services within and between communities, to establish opportunities for collaboration and financial partnerships and to coordinate services with other transportation providers and organizations in the area.

In addition to the availability of the statewide Consolidated funding program to help fund special transportation needs, C-TRAN receives a direct allocation of FTA Section 5310 funding for the enhanced mobility of seniors and persons with disabilities. This allocation currently amounts to about \$330,000 per year in federal funds. These FTA 5310 funds provide for programs to serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services and must be supported by the Human Services Transportation Plan. These funds currently help to fund C-TRAN's Travel Trainer and Travel Ambassador programs as well as sub-recipient programs for the Human Services Council's mobility management and supplemental revenues for its Reserve-a-Ride programs and Catholic Community Services volunteer driver program.

### **HUMAN SERVICES TRANSPORTATION PLAN: PLAN DEVELOPMENT**

RTC followed the process required by WSDOT in developing the Human Services Transportation Plan update to meet state and federal requirements. For each of the three counties in RTC's region, the required Plan elements of stakeholder and public outreach, data, emergency management, a description of current transportation services, a listing of unmet special transportation service needs including technology, and potential strategies to meet these needs are all addressed in the HSTP update. RTC staff reviewed these Plan elements at the October 2018 RTC Board meeting. They are fully addressed in the attached Human Services Transportation Plan.

### **CONSOLIDATE GRANT PROJECT EVALUATION AND RANKING**

One of the purposes of the HSTP is to support applications moving forward to seek statewide Consolidated Public Transportation Grant Program funding for projects to help fulfill

transportation service needs identified in the HSTP. Local agencies and non-profits in Clark, Klickitat, and Skamania counties developed project grant proposals to meet identified transportation needs in the HSTP and on October 5<sup>th</sup> members of the Accessible Transportation Coalition Initiative (ATCI) met to conduct a ranking of project proposals submitted for statewide funding consideration. The October 5<sup>th</sup> ATCI meeting participants included representatives of Southwest Washington Regional Transportation Council, The Human Services Council, Mt. Adams Transportation, Skamania County Senior Services, Mid-Columbia Economic Development District, Catholic Community Services, C-TRAN, the Area Agency on Aging & Disabilities of Southwest Washington, and stakeholders with special transportation needs.

Project applications must be supported by the needs identified in the Human Services Transportation Plan (HSTP) update. An overview of the project evaluation and ranking process follows. Projects are evaluated using criteria that reflect the WSDOT Consolidated Grant Program goals, with the highest priority given to sustaining existing service. The evaluation criteria are listed below:

- ***Address Deficiencies*** – Encourage communities to identify and address deficiencies in paratransit/special needs or rural public transportation.
- ***Provide a Community Benefit*** – Assist local areas in determining community benefits and support for paratransit/special needs or rural public transportation.
- ***Preservation or Enhancement*** – Provide funding to preserve or enhance paratransit/special needs or rural public transportation where there is a demonstrated need and measureable benefit.
- ***Community Connections*** – Support a sustainable network of transportation services within and between communities.
- ***Financial Partnerships*** – Establish opportunities for local jurisdictions, regional organizations, private sector agencies, state and federal governments, and tribal governments in Washington to work collaboratively. Ensure stakeholders have a voice in project development. Encourage appropriate cost sharing on projects.
- ***Support Coordination*** – Local organizations are required to coordinate services with other transportation providers in their area, as well as other organizations potentially able to use or purchase the services.

## **PROJECT RANKING**

The state's grant process requires each RTPO region to rank projects as A, B, C, or D priorities. The number of letter grades each region gets is determined by the population in each of the following categories: rural, people with disabilities, youth aged under 18, elderly aged over 65, people living in poverty and veterans. Based on these populations, the RTC region, which includes Clark, Klickitat and Skamania counties, is allocated 6 As, 6 Bs, 5 Cs and unlimited D project rankings. The region's ranking counts for one third of the total possible points awarded as part of the state's competitive process. For example, the maximum points awarded to a project by the state will be 100 points and projects ranked by the region in the A, B, C, and D categories will receive additional percentile points as follows:

<b>A</b> = top 5 projects	(50 percentile points)
<b>B</b> = second 5 projects	(25 percentile points)
<b>C</b> = third 5 projects	(12 percentile points)
<b>D</b> = remaining projects	(0 percentile points)

In total, ten projects were submitted to RTC for evaluation from the three-county region and Mid-Columbia Economic Development District based in The Dalles, Oregon. These include four projects from Skamania County Senior Services, three projects from Klickitat County Senior Services, one project from Mid-Columbia Economic Development District (MCEDD) and two projects from the Human Services Council based in Clark County.

RTC staff determined that all projects meet an identified need in the draft 2018 Human Services Transportation Plan (draft October 2018) and October 5 ATCI meeting participants recommended the following ranking of the ten project applications (see below). Please note that projects are not prioritized within each category of letter ranking. The ten projects and their ranking are outlined below:

#### **A-RANKED PROJECTS**

##### **A. Reserve-A-Ride Program (Human Services Council)**

Sustain operating assistance for HSC's Reserve-A-Ride Transportation program that provides transportation for seniors, people with disabilities, veterans and military families, and people with special transportation needs to access medical care and other basic services.

##### **A. Employment Transportation Program (Human Services Council)**

Sustain the existing Employment Transportation & Bike to Work program for low-income, special needs populations and people with disabilities to gain access to employment, job searches, job interviews, childcare, job related training, and other activities related to employment with the goal of self-sufficiency.

##### **A. Klickitat County Existing Dial-A-Ride Service (Mt. Adams Transportation Services)**

Provide operating assistance to sustain the existing Dial-a-Ride services Monday through Friday between 6am and 6pm throughout Klickitat County, with weekend services provided for critical essential medical needs such as kidney dialysis.

##### **A. Skamania County Dial a Ride Service (Skamania County Senior Services)**

Provide operating funding assistance to sustain dial a ride services for the elderly, special needs population and general public in Skamania County.

##### **A. Skamania County Fixed Route Transit Service (Skamania County Senior Services)**

Preserve the route deviated transit service between Skamania County and C-TRAN in Vancouver, WA

**A. Gorge TransLink Alliance Mobility Management (Mid-Columbia Economic Development District)**

Provide funding assistance to sustain the Gorge TransLink Mobility Management project in Skamania and Klickitat counties in Washington and Hood River, Wasco and Sherman counties in Oregon to enhance transportation opportunities for the elderly, persons with disabilities and other special needs populations. Additionally, MCEDD submits an ODOT grant request to support this overall project.

**B-RANKED PROJECTS**

**B. Express Fixed Route Shuttle Service (Mt. Adams Transportation Services)**

Sustain two transportation shuttles providing fixed route transit service; Goldendale to The Dalles and White Salmon/Bingen to Hood River. Each shuttle connects with another area transit center so passengers can connect to additional destinations.

**B. Replacement Vehicles for Dial-A-Ride Service (Mt. Adams Transportation Services)**

Replace five vehicles in the current fleet that provide dial-a-ride service for Klickitat County.

**B. Vehicle Replacement (Skamania County Senior Services)**

Replace two vehicles; one demand response ADA minivan and one transit bus.

**B. Skamania County Mid-Day Transit (Skamania County Senior Services)**

Add mid-day service to already existing route-deviated transit service, between Skamania County and Vancouver, Washington. The mid-day run was discontinued in February of 2012 due to County wide budget cuts. The mid-day service would be reintroduced five days a week.

The ten projects described above are submitted to the state for state review and will be evaluated by WSDOT and hired consultant in early 2019. The regional ranking will be an important determinant in the competitive funding evaluation process.

**PRECEDENT ACTIONS**

The Accessible Transportation Coalition Initiative evaluated projects and made a recommendation for a project ranking and priority array at their October 5, 2018 meeting, and referred the project ranking to the RTC Board for final action.

The Regional Transportation Advisory Committee reviewed the draft Plan and project rankings and made a recommendation for approval at their October 19, 2018 meeting, and referred the Plan and project rankings to the RTC Board for final action.

**POLICY IMPLICATION**

Publication of a Human Services Transportation Plan for the region was first required by the federal transportation act, SAFETEA-LU and continues to be a requirement of today's federal transportation act, the FAST Act. The HSTP provides a framework for identifying projects that can help meet the special transportation needs of those who cannot drive themselves including the aged, people with disabilities, rural residents, youth, veterans and low income workers. The

2018 HSTP update was developed with extensive stakeholder and public outreach efforts, through meetings of the Accessible Transportation Coalition Initiative (ATCI) in the region since 2011 and with overview by the Regional Transportation Advisory Committee (RTAC) in Clark County and the Skamania and Klickitat Transportation Policy Committees. The draft HSTP update has been available on RTC's website for public comment. RTC Board action to adopt the HSTP update and endorse project rankings will allow projects to be considered by WSDOT for statewide competitive funding.

**BUDGET IMPLICATION**

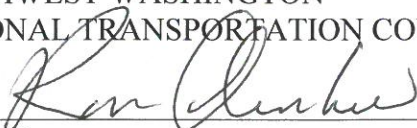
Adoption of the HSTP and ranking of projects to be submitted for WSDOT Consolidated Public Transportation funding has no impact on RTC's budget. The HSTP update supports the project grant application requests from local human service transportation providers.

**ACTION REQUESTED**

Adoption of Resolution 11-18-27, "2018 Human Services Transportation Plan for Clark, Skamania and Klickitat Counties and Endorsement of Consolidated Grant Project Ranking".

ADOPTED this 6<sup>th</sup> day of November 2018, by the Southwest Washington Regional Transportation Council.

SOUTHWEST WASHINGTON  
REGIONAL TRANSPORTATION COUNCIL

  
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Ron Onslow  
Chair of the Board

ATTEST:  
  
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Matt Ransom  
Executive Director

Attachments: 2018 Human Services Transportation Plan for Clark, Skamania and Klickitat Counties