

**ALASKA
COMMUNITY AND PUBLIC TRANSPORTATION
ADVISORY BOARD**

ANNUAL REPORT

DECEMBER 30, 2013

*This Report prepared for the
Alaska Community and Public Transportation Advisory Board
by:*



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EFFECTIVE TRANSPORTATION–EFFICIENTLY DELIVERED

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EFFECTIVE TRANSPORTATION—EFFICIENTLY DELIVERED

Executive Summary

The Alaska State Legislature established the Alaska Community and Public Transportation Advisory Board (C&PTAB) in Alaska Statute Section 44.42.090 during its 2012 legislative session. In cooperation with the Alaska Department of Transportation and Public Facilities (DOT&PF), the C&PTAB is responsible for studying, assessing, and generating recommendations to secure the efficient and effective coordination of community and public transportation resources in Alaska.

Community and public transportation is an important community resource. It moves the economy, provides employers' access to a larger workforce, and supports and revitalizes business districts and neighborhoods. For those with special needs and circumstances, community and public transportation takes on even more significance. Seniors, people with disabilities, people lacking income to support a vehicle or buy fuel—all depend on community and public transportation to get to work, medical care, community activities, services, events, and shopping.

While some important state resources are devoted to supporting community and public transportation efforts in Alaska, the state relies predominantly on federal funding. Among member agencies of the C&PTAB, approximately \$61.9M in federal and state funding is available to support Alaska's mobility needs.

This C&PTAB Annual Report 2013 (Annual Report) presents C&PTAB deliverables to date and describes its efforts to coordinate transportation services and funding. It also includes Alaska's Strategic Plan for Statewide Coordinated Community and Public Transportation (Strategic Plan), which the group is in the process of implementing in an effort to secure the most effective, efficient use of Alaska's community and public transportation resources.

The Strategic Plan relies on the following initial recommended actions presented for endorsement by the Governor and the Alaska State Legislature:

1. Adopt a shared definition for coordination

The C&PTAB recommends the state adopt the following definition of coordination to share across agencies, entities, municipalities, providers and stakeholders, so all who speak of coordination have a shared understanding of what coordination *looks like*:

Coordination is:

- An ongoing strategy to better manage scarce resources used to provide transportation services
- Committed partners who
 - Share resources
 - Share responsibility for the vision
 - Share benefits
- Planning together, working together, and supporting the broader community
- A way to increase transportation options for those who most need it in their communities

2. Establish an Interagency Working Group (IWG) to study and address systemic issues related to coordinating transportation services

Many issues associated with coordinating transportation services are systemic to state agency processes. Because agency roles, responsibilities, budgets, accounting processes, and commitments differ, quantifying the total amount of transportation funding coming to Alaska and measuring its effectiveness across agencies is currently not possible. The situation further complicates the ability of transportation providers to serve individuals whose eligibilities and supports cross programs and systems.

The C&PTAB is establishing an Interagency Working Group (IWG) to research, analyze, and recommend:

- Ways to improve transportation communication between departments and divisions within state government;
- Ways to hone statewide knowledge on the political, legal, and economic environments surrounding transportation; and
- Ways to synthesize procedures used to collect, store, and report information on transportation.

All C&PTAB members, and state agency members specifically, support this initiative. Anticipated data solutions produced by the IWG will be instrumental in applying performance measures indicating how well Alaskans are served, how efficiently services are provided, and what future strategies will be most effective in improving both.

The C&PTAB will continue to implement the Strategic Plan and update it on a regular basis as findings and recommendations are delivered. In the next year, the C&PTAB expects to see:

- Systemic barriers between state agencies regarding data collection and tracking identified and processes in place to address them;
- A broader understanding about what coordination looks like and why it is important in order to best serve Alaskans and to make the best possible use of public resources; and
- Definitions of barriers to coordinating medical transportation across systems articulated and opportunities identified to address them.

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EFFECTIVE TRANSPORTATION—EFFICIENTLY DELIVERED

INTRODUCTION

Community and public transportation is an important community resource. It moves the economy by creating and providing access to jobs, services, tourist destinations and markets; it provides employers' access to a larger workforce. It supports and revitalizes business districts and neighborhoods, effectively accommodating future growth. Transportation enriches our quality of life—supporting healthier communities, increasing energy efficiency, and keeping us all living and engaged in our own communities.

For those with special needs and circumstances, community and public transportation takes on even more significance. In Alaska, at least one in nine individuals have special circumstances making them dependent upon community or public transportation.¹ Seniors, people with disabilities, people lacking income to support a vehicle or buy fuel—all depend on community and public transportation to get to work, medical care, community activities, services, events, and shopping.

Community and public transportation provides mobility for those who cannot or do not drive.

The State of Alaska continues to pursue the delivery of the most efficient and effective community and public transportation system possible. The effort started in earnest with the Governor's Coordinated Transportation Task Force (CTTF), established in 2008, where awareness about the extent of need, challenges associated with securing meaningful data, and the burden of differing reporting requirements across systems became evident. The CTTF found federal transportation funding

**Coordination =
MORE RIDES for
MORE PEOPLE with
the SAME RESOURCES**

¹ Alaska Coordinated Transportation Task Force Final Report. February 2012. Page 19.

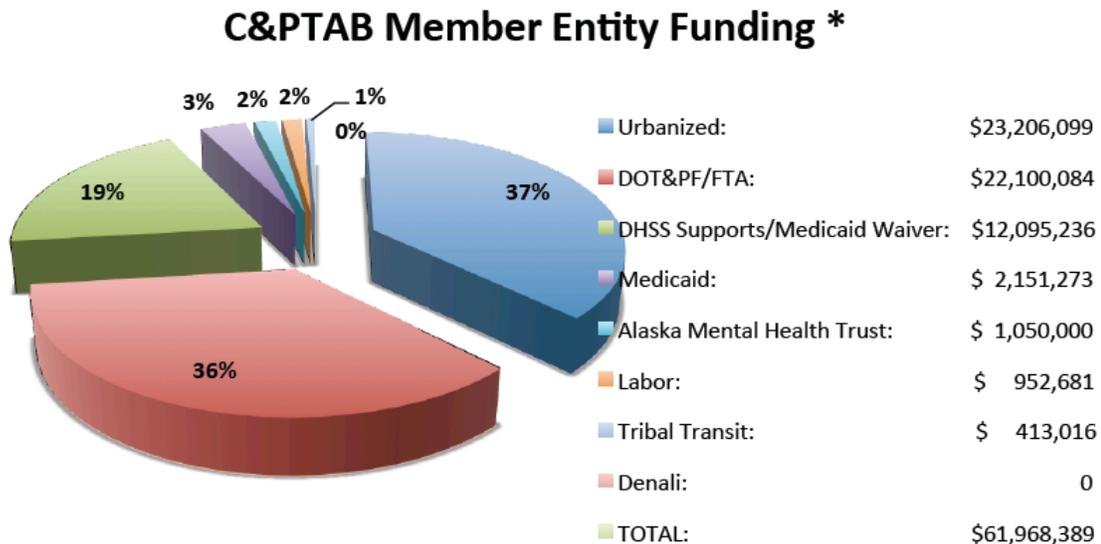
came to more than 20 state agencies in Alaska to support a variety of programs and populations. Each program is accompanied by its own reporting requirements, budgeting processes and tracking systems.

A series of recommendations presented in the CTTF Recommendations Report February 2010² resulted in the reconstitution of the CTTF the same year.

The next generation of the CTTF conducted a formal needs assessment; studied interagency strategies undertaken around the country; recognized communities' challenges to match federal funds when funding competes with other local services such as police, fire, and parks; and struggled with the sizable challenge associated with collecting agency data to communicate community and public transportation impacts in a meaningful and accurate way. Building on the recommendations presented by the predecessor CTTF, this CTTF generated an Action Plan to effect coordinated transportation in Alaska by implementing those recommendations. In the CTTF Final Report February 2012, the CTTF recommended the state establish a statewide commission to continue this challenging and important work, in part by implementing the proposed Action Plan.

In May 2012, the Alaska State Legislature established the Community and Public Transportation Advisory Board (C&PTAB), requiring the intentional development of strategies to coordinate and leverage state resources for community and public transportation and to help Alaskans have a voice in state transportation planning. A copy of the statute establishing the C&PTAB is included as Attachment A.

Figure 1



**DISCLAIMER: Based on different approaches to budgeting/tracking data by different agencies and entities, figures in some cases reflect 2010, 2012 and 2013 numbers. The graph provides a picture of the funding scenario, but is not absolute. In some cases, a potential for duplicated numbers exists.*

² All referenced CTTF and Community and Public Transportation Advisory Board documents can be found on the C&PTAB website at www.dot.alaska.gov/cptab

While some important state resources are devoted to supporting community and public transportation efforts in Alaska, the state relies predominantly on federal resources. Numerous Alaska state agencies and municipalities receive federal funding for a variety of mobility programs targeted to support specific populations. Approximately \$61.9M in federal and state funding is available to support Alaska’s mobility needs (see Figure 1 on page 8) among C&PTAB member agencies.

These numbers do not include transportation spending of state agencies that are not members of the C&PTAB.

This C&PTAB Annual Report 2013 (Annual Report) is one of several required deliverables produced to present findings, deliver recommendations, and present Alaska’s Strategic Plan for Statewide Coordinated Community and Public Transportation.

The State of Alaska pursues this coordination effort with an intentional effort to serve special populations who most rely on community and public transportation. The emphasis will be apparent throughout the report. However, the C&PTAB recognizes *community and public transportation is an integral part of the community as a whole*—whether riders are general public, tourists, or people with special needs.

○ *In Juneau, AK, Fred Meyer increased its access to the workforce and made jobs available to more people by coordinating its work schedule with Capitol Transit.*

The more effectively a public transportation system serves its “public,” the more effectively it also serves special populations. One is integral to the other. To that end, C&PTAB discussion, coordination strategies, and recommendations may, or may not, address special populations specifically or the community and public transit system as a whole.

C&PTAB ACTIVITIES—A SUMMARY

Alaska Statute Section 44.42.095 (included as Attachment A) tasks the Alaska Community and Public Transportation Advisory Board (C&PTAB), in cooperation with the Alaska Department of Transportation and Public Facilities (DOT&PF), with studying, assessing, and generating recommendations to secure the efficient and effective coordination of community and public transportation resources throughout Alaska. The Statute requires the C&PTAB to produce the following deliverables:

1. A strategic plan providing the mission, objectives, initiatives, and performance goals for coordinated community and public transportation in the state, including recommendations for improved agency coordination and combining of services to achieve cost savings;
2. An assessment of the community and public transportation needs of Alaskans and recommendations for removing barriers preventing coordination of services to meet those needs;
3. An annual review of federal, state, local government and private entity funding for administering or providing community and public transportation services, including recommended changes to improve the effective use of that funding;
4. Recommendations about where alternative fuel vehicles would be a cost effective community and public transportation resource; and
5. Input to the DOT&PF Commissioner-produced comprehensive long-range plan for the development and improvement of coordinated community and public transportation.

The C&PTAB is also encouraged to establish volunteer advisory committees to provide recommendations to address regional, local or other concerns, and to issue other reports and recommendations as appropriate.

Since its inception in 2012, the C&PTAB has conducted monthly conference calls and four face-to-face meetings, one each on:

- Monday, October 22, 2012 in Anchorage, AK,
- Tuesday, April 2, 2013 in Juneau, AK,
- Wednesday, June 19, 2013 in Craig, AK, and
- Monday, October 21, 2013 in Juneau, AK.

C&PTAB Members:

Jeff Ottesen, Chair
Department of Transportation and
Public Facilities

Patricia Branson, Vice Chair
Seniors

Cheryl Walsh
Department of Labor and
Workforce Development

Doug Bridges
Nonprofit organizations that operate
modes of public transportation

Duane Mayes
Department of Health and Social
Services

Glenn Miller
Municipalities

Heidi Frost
Persons with disabilities or special
circumstances

James Starzec
Public at large

Jennifer Beckmann
Persons with low income

Susan Bell
Denali Commission

Larry Bredeman
Transportation providers that receive
federal funding available to Indian
tribes

Sharon Scott
Public at large

William Herman
Alaska Mental Health Trust Authority

The C&PTAB conducted three public forums to learn about local issues and initiatives associated with coordinated public transportation. These were held on:

- Monday, April 1, 2013 in Juneau, AK,
- Wednesday, June 19, 2013 in Craig, AK, and
- Thursday, November 21 at the Alaska Municipal League annual conference in Anchorage, AK.

The C&PTAB also hosted interactive sessions with participants at each of the 2012 and 2013 annual Alaska Community Transit Conferences, specifically on:

- Tuesday, October 23, 2012 in Anchorage, AK, where C&PTAB sought participant input on priorities and solicited involvement in C&PTAB activities; and
- Tuesday, October 22, 2013 in Juneau, AK, where C&PTAB sought participant input on draft C&PTAB recommendations emerging from work done within the context of the Strategic Plan.

The C&PTAB maintains a website at www.dot.alaska.gov/cptab, where summary information, group products, meeting schedules and meeting and conference call documentation are available.

The C&PTAB depends on the public/stakeholder process to inform its work, review its draft recommendations, and guide its strategies to secure effective and efficient community and public transportation in Alaska.

Deliverables

To date, the C&PTAB has produced the following deliverables:

- Annual Report to the Governor, December 21, 2012;
- Annual Review of Funding and Recommendations; August 9, 2013, and
 - Alaska's Strategic Plan for Statewide Coordinated Community and Public Transportation, included as Attachment B.

o Stakeholders in Anchorage, AK seek to ensure access to transportation-dependent individuals by passing an ordinance providing for a minimum number of accessible taxicabs. Without it, many lack on-demand or spontaneous opportunities to participate in their community.

In the months to come, the C&PTAB plans to:

- Continue to implement the Strategic Plan and produce outcomes associated with that work;
- Review and provide input to the Statewide Long Range Transportation Plan currently under

- development by DOT&PF;
- Review and make a recommendation on the use of alternative fuels in public transportation fleets; and
- Form the Interagency Working Group.

KEY RECOMMENDATIONS AND INITIATIVES

Recommendations

To date, the C&PTAB seeks the endorsement of two initial recommendations instrumental to the effective implementation of the Strategic Plan.

The C&PTAB recommends the state ***adopt a definition of coordination*** to share across agencies, entities, municipalities, providers, and stakeholders, so all who speak of coordination have a shared understanding of what coordination *looks like*. The definition proposed by the C&PTAB is adapted from a national Easter Seals³ report and was refined, based on Alaska stakeholder input and discussion, to reflect the Alaskan context. The definition is:

Coordination is:

- An ongoing strategy to better manage scarce resources used to provide transportation services
- Committed partners who
 - Share resources
 - Share responsibility for the vision
 - Share benefits
- Planning together, working together, and supporting the broader community
- A way to increase transportation options for those who most need it in their communities

Perpetuating this definition among the Executive Branch and throughout the State Legislature is an important step in spreading an understanding—and ultimately the practice—of coordination statewide.

The C&PTAB also recommends ***the establishment of an Interagency Working Group (IWG) to study and address systemic issues related to coordinating transportation services***. Many of the issues associated with coordinating transportation services are systemic to state agency processes. Different state agencies and different funding programs have different reporting requirements and different (or the same) targeted consumers. Because roles, responsibilities,

3

<http://www.projectaction.org/ResourcesPublications/HumanServicesTransportationCoordination.aspx>

budgets, accounting processes, and commitments differ, effectively quantifying the total amount of transportation funding coming to Alaska is currently not possible. The situation further complicates the ability of transportation providers to serve individuals with eligibilities and supports crossing programs and systems.

Focused coordination across agencies, specifically respective to a uniform reporting system, as well as consistent grant funding and reporting requirements, are key to generating information and efficiencies necessary to secure a truly coordinated system.

Therefore, the C&PTAB, in the context of its ability to convene subcommittees to inform and support its work, is establishing an Interagency Working Group (IWG) to research, analyze, and recommend:

- Ways to improve transportation communication between departments and divisions within state government;
- Ways to hone statewide knowledge on the political, legal and economic environments surrounding transportation;
- Ways to synthesize procedures used to collect, store and report information on transportation; and
- Other items as directed by the C&PTAB.

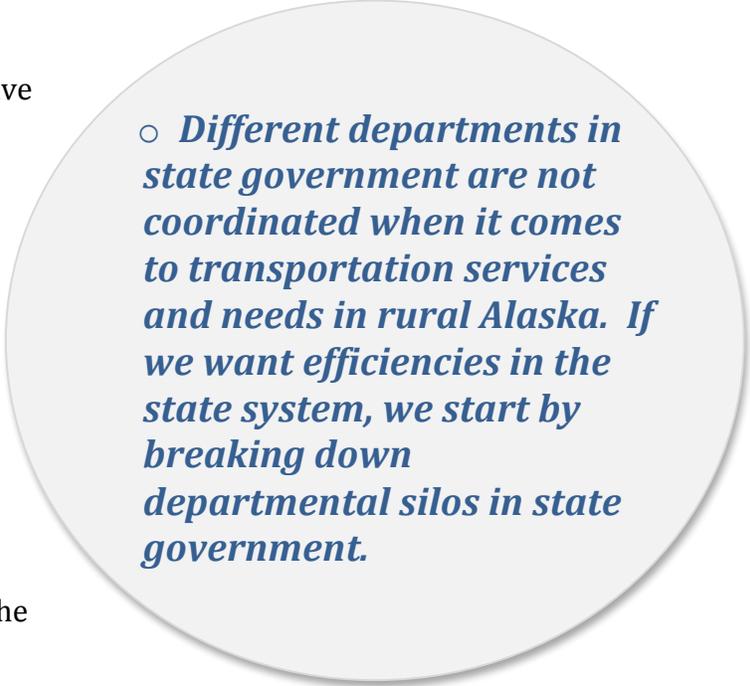
The proposed composition includes C&PTAB state agency members and other state agencies with transportation funding. The interagency focus enables an exclusive look at barriers limiting interagency coordination and generating strategies to address them.

Anticipated data solutions produced by the IWG will be instrumental in applying performance measures indicating how well Alaskan's are served, how efficiently services are provided, and what strategies will be most effective in improving both.

The draft Charter for the IWG is included as Attachment C. All C&PTAB members, and specifically state agency representatives, have expressed their support for this initiative. Executive and Legislative support and endorsement for this challenging effort to work across systems underscores its significance and augments its effectiveness.

Initiatives

Alaska's Strategic Plan for Statewide Coordinated Community and Public Transportation (Strategic Plan) identifies a number of additional initiatives underway by the C&PTAB (see Attachment B). While the C&PTAB is not yet ready to issue specific



o Different departments in state government are not coordinated when it comes to transportation services and needs in rural Alaska. If we want efficiencies in the state system, we start by breaking down departmental silos in state government.

recommendations respective to these initiatives, a status report on each is in order.

- Regarding Strategy 3 and opportunities associated with medical transportation, C&PTAB is working with the Division of Medicaid, Alaska Mobility Coalition and DOT&PF personnel to generate a greater understanding of the various services provided and issues associated with medical transportation across Alaska. The work includes a review of other state's systems to see if other approaches might have applicability in Alaska. One approach under review is a brokerage model for deploying transportation resources. Another strategy under consideration is the opportunity for timeliness afforded consumers through accessible and affordable taxicab services—a recommendation generated by the first CTTF, forwarded by the second CTTF, and continued as a need shared with—and an opportunity to be pursued by—the C&PTAB.

- Regarding Strategy 5 and educating audiences about the benefits of community and public transportation services and coordination, the C&PTAB is communicating with the Alaska Municipal League to generate a greater understanding of service opportunities and leadership needs in this area. The C&PTAB is also working to develop tools to more effectively communicate to communities the costs and benefits of investing or not investing in coordinated transportation. The goal is to stimulate greater understanding of the need for coordination and to increase coordination practices.

Kodiak Area Transit System is a locally coordinated transportation system serving 14 Kodiak area non-profits, providing rides to seniors, nursing home residents, and other people getting to and from work and Kodiak College. The transportation service enables access to appointments, shopping and events. The service saves local non-profits from funding their own vehicle(s), insurance, fuel, and maintenance costs. Transportation is the responsibility of the transportation provider and other non-profits can focus exclusively on their core missions.

- Regarding Strategy 6 to prepare performance measures to track results, a C&PTAB subcommittee is using Results Based Accountability⁴ to generate a common methodology for measuring transportation and coordination

⁴ www.raguide.org

performance across systems. C&PTAB seeks to measure *the adequacy and impact* of those systems. The subcommittee will propose how to measure the scope of service available, its sufficiency, its effectiveness, and whether consumers are better off as a result.

NEXT STEPS

The C&PTAB will continue to implement the Strategic Plan and update it on a regular basis as findings and recommendations are delivered. In the next year, the C&PTAB expects to see:

- Systemic barriers between state agencies regarding data collection and tracking identified and processes in place to address them;
- A broader understanding about what coordination looks like and why it is important in order to best serve Alaskans and to make the best possible use of public resources; and
- Definitions of barriers associated with coordinating medical transportation across systems articulated and opportunities identified to address them.

Ultimately, C&PTAB intends to produce performance measures indicating the actual efficiency and effectiveness of Alaska's community and public transportation system, and to use those results inform decision-making in the future.

Why Coordination Matters:

- **Coordination can reduce the burden of meeting federal reporting requirements and processing paperwork.**
- **Coordinated transportation supports home and community-based services; the more local the care is provided, the less its total cost.**
- **Coordination can help programs sustain or increase support when agency funding is limited and decreasing.**
- **Alaska has the fastest growing senior population in the nation - one in five seniors do not drive. Therefore, the need for human service and public transportation options is rising rapidly.**
- **There is not enough transportation available at an affordable cost in Alaska to meet the need - at least one out of nine Alaskans has special needs or circumstances.**
- **Human service and public transportation promote economic development.**

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LAWS OF ALASKA

2012

Source

SCS CSHB 131(FIN) am S

Chapter No.

AN ACT

Establishing the Alaska Community and Public Transportation Advisory Board and relating to a long-range community and public transportation plan; and providing for an effective date.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:

THE ACT FOLLOWS ON PAGE 1

AN ACT

1 Establishing the Alaska Community and Public Transportation Advisory Board and relating to
2 a long-range community and public transportation plan; and providing for an effective date.

3

4 * **Section 1.** AS 44.42 is amended by adding new sections to article 1 to read:

5 **Sec. 44.42.085. Comprehensive long-range community and public**
6 **transportation plan.** (a) The commissioner, in consultation with the Alaska
7 Community and Public Transportation Advisory Board, shall

8 (1) prepare a comprehensive long-range plan for the development and
9 improvement of coordinated community and public transportation; and

10 (2) revise and update the plan at intervals determined by the
11 commissioner.

12 (b) The department shall submit the comprehensive long-range plan and
13 revisions and updates of the plan to the governor and the legislature.

14 **Sec. 44.42.090. Alaska Community and Public Transportation Advisory**

1 **Board.** (a) The Alaska Community and Public Transportation Advisory Board is
2 established in the Department of Transportation and Public Facilities.

3 (b) The board consists of 13 members. Each member shall be a resident of the
4 state. The board is composed of the following members:

5 (1) the commissioner of transportation and public facilities or the
6 commissioner's designee;

7 (2) the commissioner of health and social services or the
8 commissioner's designee;

9 (3) the commissioner of labor and workforce development or the
10 commissioner's designee;

11 (4) the chair of the board of trustees of the Alaska Mental Health Trust
12 Authority or the chair's designee;

13 (5) the state co-chair of the Denali Commission established under P.L.
14 105-277, 42 U.S.C. 3121 note, or the state co-chair's designee;

15 (6) three members with expertise in the transportation needs of senior
16 citizens, persons with disabilities or special circumstances, individuals of low income,
17 or transit-dependent individuals;

18 (7) one member who represents municipalities that operate modes of
19 public transportation;

20 (8) one member who represents nonprofit organizations that operate
21 modes of public transportation;

22 (9) one member who represents transportation providers that receive
23 federal funding available to Indian tribes, including financing provided under 23
24 U.S.C. 204(j) and 49 U.S.C. 5311(c); and

25 (10) two members of the public at large.

26 (c) The members described in (b)(6) - (10) of this section shall be appointed
27 by the governor, and the governor shall provide for appropriate geographic
28 distribution of members to the extent possible.

29 (d) The members of the board listed in (b)(6) - (10) of this section serve
30 staggered three-year terms. If a vacancy arises on the board, the governor shall, within
31 60 days after the vacancy arises, appoint a person to serve the balance of the unexpired

1 term. A person appointed to fill the balance of an unexpired term shall serve on the
2 board from the date of appointment until the expiration of the term.

3 (e) Board members serve at the pleasure of the governor. In addition, a
4 majority of the membership of the board may petition the governor to remove a
5 member listed in (b)(6) - (10) of this section if that member misses more than two
6 meetings in a calendar year, or is otherwise unable to serve, and has not been
7 previously excused.

8 (f) The members of the board shall select a chair and a vice-chair from among
9 the members of the board each year. The vice-chair presides over meetings in the
10 absence of the chair. A majority of the members of the board constitutes a quorum. A
11 vacancy in the board does not impair the right of a quorum to exercise all the powers
12 and perform all the duties of the board.

13 (g) The board shall meet at least three times each year. Meetings may be
14 called by the chair or by a majority of the members of the board. At least one meeting
15 each year must be attended by the board members in person, but all other meetings
16 may be conducted by teleconference. All meetings are open to the public unless an
17 executive session is called based on the criteria in AS 44.62.310(b).

18 (h) Members of the board do not receive a salary but are entitled to per diem
19 and travel expenses authorized for boards and commissions under AS 39.20.180.

20 (i) The Department of Law shall provide all legal services for the board.

21 (j) The department shall provide staff for the board.

22 **Sec. 44.42.095. Powers, duties, and functions of the Alaska Community**
23 **and Public Transportation Advisory Board.** (a) The Alaska Community and Public
24 Transportation Advisory Board may issue reports and recommendations and shall, in
25 cooperation with the department, prepare and submit to the department and the
26 governor for review a strategic plan that includes the mission, objectives, initiatives,
27 and performance goals for coordinated community and public transportation in the
28 state.

29 (b) The board shall analyze community and public transportation services in
30 the state and make recommendations for improved agency coordination and
31 combining of services to achieve cost savings in the funding and delivery of

1 community and public transportation services. The board shall assess the community
2 and public transportation needs of Alaskans and recommend means for the removal of
3 barriers that prevent coordination of services to meet those needs.

4 (c) The board shall annually review funding available

5 (1) to state, federal, and local government agencies and private entities
6 that administer or support community and public transportation services and
7 recommend to the governor and the legislature changes to improve effective use of
8 that funding; and

9 (2) from federal sources for the expenses of the board and report that
10 information to the governor, the chairs of the senate and house finance committees,
11 and the chairs of the senate and house transportation committees.

12 (d) The board may establish volunteer regional or local advisory committees.
13 The purpose of the advisory committees is to provide recommendations to the board to
14 address concerns of the regions and local areas of the advisory committee members.

15 (e) The board may receive information from the department as the board
16 considers necessary to carry out its duties.

17 (f) The board shall analyze the use of alternative fuels, including compressed
18 natural gas, liquefied natural gas, propane, and biodiesel in community and public
19 transportation vehicle fleets and make recommendations for the use of alternative fuel
20 vehicles where cost effective.

21 * **Sec. 2.** AS 44.42.085(a), as enacted by sec. 1 of this Act, is amended to read:

22 (a) The commissioner [, IN CONSULTATION WITH THE ALASKA
23 COMMUNITY AND PUBLIC TRANSPORTATION ADVISORY BOARD,] shall

24 (1) prepare a comprehensive long-range plan for the development and
25 improvement of coordinated community and public transportation; and

26 (2) revise and update the plan at intervals determined by the
27 commissioner.

28 * **Sec. 3.** AS 44.42.090 and 44.42.095 are repealed December 31, 2016.

29 * **Sec. 4.** The uncodified law of the State of Alaska is amended by adding a new section to
30 read:

31 INITIAL APPOINTMENT OF MEMBERS OF THE ALASKA COMMUNITY AND

1 PUBLIC TRANSPORTATION ADVISORY BOARD. (a) Notwithstanding AS 44.42.090(d),
2 added by sec. 1 of this Act, and AS 39.05.055, members described in AS 44.42.090(b)(6) -
3 (10) who are appointed initially to the Alaska Community and Public Transportation
4 Advisory Board shall be appointed by the governor to terms as follows:

5 (1) two members shall serve one-year terms;

6 (2) three members shall serve two-year terms; and

7 (3) three members shall serve three-year terms.

8 (b) The governor may designate a member of the Governor's Coordinated
9 Transportation Task Force, created by Administrative Order No. 254, who is serving as a task
10 force member on the day before the effective date of this section, as a member of the initial
11 Alaska Community and Public Transportation Advisory Board under (a) of this section if the
12 member meets the requirements in AS 44.42.090, added by sec. 1 of this Act. Nothing in this
13 subsection prevents the governor from appointing members to the board who do not serve on
14 the Governor's Coordinated Transportation Task Force.

15 * **Sec. 5.** Section 2 of this Act takes effect January 1, 2017.

16 * **Sec. 6.** Except as provided in sec. 5 of this Act, this Act takes effect immediately under
17 AS 01.10.070(c).

Alaska Strategic Plan for Statewide Coordinated Community and Public Transportation: December 30, 2013

Alaska Community and Public Transportation Advisory Board

STRATEGIC DIRECTION	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-15	Jul-14	Aug-14	Sep-14	Resources	TEAM MEMBERS	
1. Developing common definitions/criteria/terminology														Jenniter Beckman Glenn Miller
a) Finalize definition and articulate next steps			15-Jan											
2. Establishing grant/RFP/reporting conditions for funding awards														Interagency Working Group
a) Research action included in 4.e. below		1-Dec												
b) Report on analysis								1-Jun						
3. Exploring solutions used by other states and municipalities (including Medicaid medical transportation and creating templates and for state and locals use)													Teleconference line 12 hours of meetings 288 hours of research 24 hours of writing report Printing costs Online place to store reports	Doug Bridges Heidi Frost Cheryl Walsh David Levy
3.1 Medical Transportation														
a) Continue to communicate with other states on best practices for NEMT														
b) Determine the areas of interest to highlight (e.g., services covered, brokerage model, etc.)														
c) Review State of Alaska Agencies agencies and if they could participate (perhaps goes to group 4)														
d) Write report on medical transportation practices available to Alaska														
3.2 Accessible Taxi														
e) Continue to review ordinances, enforcement, trainings, vehicle standards														
f) Write draft ordinance														
g) Write report on accessible taxis														
4. Establishing interagency (state) working group													Paula Pawlowski	Duane Mayes Paula Pawlowski/ Susan Bell Jon Sherwood Ezekiel Kaufman
a) Finalize Charter		15-Nov												
b) Gain Commissioner-level support/Designation		15-Nov												
c) Convene first meeting of interagency working group														
d) Meet every two months				1-Feb		1-Apr		1-Jun		1-Aug				
e) Incorporate the following activates into work plan per C&PTAB inquiry: Check out service categories of state agencies related to transportation (DOL, HSS), Research definitions related to transportation; Collect/inventory existing RFP requirement; report on analysis of definitions and RFP requirements											1-Dec			
5. Educating audiences about transportation options, relevance, benefits and role of coordination as appropriate													Time: Pat Branson Jeff Ottesen DOT web/graphics staff Funding for marketing consultant \$100K	Pat Branson Jeff Ottesen DOT graphic/web staff DOT transit staff
a) Invite state agencies to attend state transit conference (incentivize as appropriate)										1-Aug				
b) Get on Alaska Municipal League fall conference meeting agenda		15-Nov												
c) Present benefits of coordination to state agency audience at transit conference														
d) Present benefits of coordination to Alaska Municipal League attendees		15-Nov												
e) Generate RFP to select marketing consultant to develop communication plan											15-Dec			
f) Complete marketing outline, launch coordinated transportation website (with loco)							15-May							
6. Preparing performance measures for tracking results (C&PTAB, transit community, unmet needs)													Time C&PTAB members	Bill Herman Sharon Scott Glenn Miller Larry Bredeman James Starzec
a) Collect multiyear data currently being collected by DOT&PF, State, Federal, Tribes, Municipalities			15-Jan											
b) Develop "idealized" measures we want to collect (data development agenda)							15-Apr							
c) From "definition of coordination" group, establish a scale of coordination and apply to coordination systems around the state								15-May						
7. Establishing a transportation ombudsmen														
8. Inventorying regulations and funding streams														
C&PTAB DELIVERABLES						Review and comment on Alternative Fuels Findings	Review and comment on DOT&PF LRTP						Chair, Board, Staff	

Interagency Workgroup Charter

Community and Public Transportation Advisory Board Committee on Establishing an Interagency (state) Working Group Group Charter

- I) Authority:** The Interagency Working Group, hereinafter referred to as the Working Group, is established and formed as an advisory subcommittee of the Alaska Community and Public Transportation Advisory Board, hereinafter referred to as the Board, by the Board under the Authority of AS 44.42.095.
- II) Purpose:** The purpose of the Working Group is to research, analyze, and recommend to the Board (1) ways to improve transportation communication between departments and divisions within state government; (2) ways to hone state-wide knowledge on the political, legal, and economic environments surrounding transportation throughout the state of Alaska and the challenges these environments pose to improving state-wide coordination; (3) ways to synthesize the procedures used to collect, store, and report information on transportation; and (4) other items as directed.
- III) Membership Organization:**
- a. **Membership** – The Working Group is comprised of a maximum of 15 members from the executive departments and divisions within the State of Alaska. Membership is determined at the department level. Members are not bound by specific term limits; rather, the departments are responsible for designating a representative to be on the Working Group at all times. In addition, a majority of membership may petition a member’s department head to remove and replace said member.
 - b. **Departmental Representation** – The following departments and divisions will be responsible for nominating a representative in a senior leadership position in his/her departmental program to the Working Group:
 1. DHSS – Division of Senior and Disabilities for the division’s management of Medicaid Waiver transportation and grant-funded transportation.
 2. DHSS – Division of Health Care Services for the division’s management of Medicaid medical transportation.
 3. DHSS – Governor’s Council on Disabilities & Special Education for its continuing role to plan, advocate for, and recommend ways to create

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system-level changes for people with disabilities.

4. DCCED – Division of Community and Regional Affairs for the division's direct role in advising and assisting local and regional governments leverage resources to improve the quality of life in their communities and for their citizens.
5. DCCED – Division of Economic Development for the division's expertise on local economies and entrepreneurship in Alaska.
6. DCCED – Serve Alaska, State Service Commission for the Commission's role in strengthening communities and its citizens by assisting them in leveraging community-based service partnerships. The Commission is the State's service organization and coordinates community-based issues with a number of volunteer organizations and non-profits.
7. DLWD – Business Partnerships Division because it works with businesses and industries to build a trained and prepared workforce, supporting Alaska hire and promoting economic development through sustainable, leveraged investments in job creation, job training, and career awareness and preparedness.
8. DLWD – Employment Securities Division – because the division operates job centers across the state to provide services to job seekers. They provide job training and counseling services to qualified job seekers and veterans. They also provide adult basic education services to adults who need a high school diploma or General Educational Development (GED) certificate.
9. DOR – Alaska Housing Finance Corporation – AHFC is responsible for providing public housing for low income individuals and families, as well as look to develop affordable multifamily housing for seniors and people with disabilities. Transportation, especially, public transportation, is an important component in decisions on where to live and where to locate essential services.
10. DOR – Alaska Mental Health Trust Authority for the Trust's role in being a catalyst for change and improvement in the systems that serve people

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with mental illnesses and physical and developmental disabilities.

11. DEED – Office of the Commissioner/Education Support Services for the department’s work in providing transportation services for the student population in Alaska.
 12. DOA – Division of Finance because the division is responsible for the State of Alaska managed travel program that is used for travel itineraries of state funded travel.
 13. DOT – Division of Program Development because the division is responsible for programming surface transportation funds for highways and rural transit statewide.
- c. **Membership Criteria** – Representatives appointed to the Working Group from their respective departments will meet at least one of the following three criteria:
1. *Purchaser of Transportation* – The representative has direct oversight and decision-making authority in the budgeting, management, and purchasing of transportation for the vulnerable¹ populations of Alaska applicable to his/her division and department.
 2. *Responsible for the establishment, maintenance, and promotion of transportation resources within his/her division and department.*
 - i. The representative has direct oversight and decision-making authority in the planning, strategy, and directions taken by his/her division and department on providing transportation to the vulnerable populations of Alaska.
 - ii. The representative has direct oversight and decision-making authority in the data collection systems used to store transportation-related information applicable to his/her division and department.
 - iii. The representative has direct oversight and decision-making authority in educating the public on the laws and regulations surrounding transportation applicable to his/her division and

¹ A vulnerable adult is a non-senior adult, a senior, or a person with a disability, who, because of incapacity, mental illness, mental deficiency, physical illness or disability, advanced age, or financial situation is unable to meet the person's own needs or to seek help without assistance.

department.

3. *Has a strong background/knowledge in rural and/or urban transportation.*

- i. The representative has extensive knowledge of his/her division's and department's policies and procedures guiding the process by which transportation is provided to the vulnerable populations of Alaska residing in rural or urban communities, as well as, those traveling between rural and urban communities.
- ii. The representative has extensive knowledge of the challenges that his/her division and department faces with providing transportation to the vulnerable populations of Alaska residing in rural or urban communities, as well as, those traveling between rural and urban communities.

d. **Membership Benefits.**

1. In partnership with the SOA Department of Transportation, the Board will provide funds for members of the Working Group to attend the annual Alaska Community Transit/Department of Transportation Conference.
2. Members of the Working Group will have the opportunity to gain extensive knowledge on how their departmental programs fit into the larger picture of state-wide coordinated transportation so they recommend ways to better leverage resources throughout the state.

e. **Membership Positions:**

1. **Chair** – The chair of the Working Group shall be one of the Interagency Working Group Committee members or a member of the Board. The chair will serve on two-year terms. The chair is responsible for
 - i. Being the liaison between the Working Group and the Board;
 - ii. Finalizing and, in consultation with the vice-chair, approving the Working Group's reports and recommendations to take to the Board.
 - iii. Presenting the findings and recommendations to the Board on behalf of the Working Group;
 - iv. Consulting with the Board and assigning research projects to the

Working Group.

2. **Vice-Chair** – The vice-chair can be any member of the Working Group and will service two-year terms. The vice-chair is responsible for
 - i. Taking on the duties of the chair in his/her absence;
 - ii. Finalizing and, in consultation with the chair, approving the Working Group’s reports and recommendations for the Chair to take to the Board.
3. **Secretary** – The secretary can be any member of the Working Group and will serve two-year terms. The secretary is responsible for:
 - i. Arranging a suitable meeting time for the Working Group to meet.
 - ii. Ensuring that meetings are available for public comment and input.
 - iii. Helping set the agenda with the Chair;
 - iv. Recording and keeping a record of membership attendance, guest attendance, meeting minutes, group decisions, and group actions.
 - v. Distributing relevant meeting documents/materials to the membership before and in-between meetings.

IV) Meetings:

- a. The Working Group shall meet at a minimum of once every two months. A majority of membership shall constitute a quorum.
- b. The Working Group shall discuss and prioritize its current project load and any follow-up work on past projects needed.

V) Procedure for establishing and transferring projects to the Working Group:

- a. The Board will drive the research projects taken on by the Working Group.
- b. The Board will discuss possible projects for the Working Group to take on with the Working Group Chair.
- c. A majority vote of “Yea” by the Board is required before a project is given to the Working Group.

VI) Deliverables:

- a. During the second quarter of the Board’s yearly meeting schedule, the Working Group will write comprehensive reports on the progress and disposition of its projects and make recommendations to the Board.