

MINUTES OF THE
MAG ELDERLY PERSONS AND PERSONS WITH DISABILITIES
5310 TRANSPORTATION AD HOC COMMITTEE

August 9, 2018

MAG Office Building, Chaparral Room
Phoenix, Arizona

MEMBERS ATTENDING

*Ron Brooks, Valley Metro
#Laura Carter, Town of Florence
Joan Freeman, City of Scottsdale
Matt Dudley, City of Glendale
#Autumn Grooms, City of El Mirage
Ed Jones, City of Mesa
Martin Lucero, City of Surprise, Chair
Wendy Miller, City of Phoenix

*Kristin Myers, Town of Gilbert
Christina Plante, City of Goodyear
Ann Marie Riley, City of Chandler
Janice Simpson, City of Avondale
Jeff Tourdot, Maricopa County Human
Services Department
#Robert Yabes, City of Tempe, Vice Chair

*Neither present nor represented by proxy.
#Attended by telephone conference call.
+ Attended by videoconference

OTHERS ATTENDING

DeDe Gaisthea, MAG
John Federico, VMAAG/Community
Member

1. Welcome and Introductions

Martin Lucero, City of Surprise, Chair of the Elderly Persons and Persons with Disabilities (EPDT) Ad Hoc Committee, called the meeting to order at 10:09 a.m. Introductions ensued.

2. Call to the Audience

Audience members were given an opportunity to address the Committee on items not on the agenda for discussion or information only. There were no comments from the audience.

3. Approval of the MAG Ad Hoc EPDT April 16 - 17, 2018 Meeting Minutes

Jeff Tourdot, Maricopa County, moved to approve the April 16 - 17, 2018 meeting minutes. Wendy Miller, City of Phoenix, seconded the motion. The motion passed unanimously.

4. Safe Pedestrian Access to Transit Stops in the Phoenix Metropolitan Region

Chair Lucero introduced Margaret Boone, MAG, who offered a presentation on the key issues, challenges and current trends related to pedestrian safety and safe access to transit stops MAG region. The presentation will focus on transit planning and local agency

practices, and how the issue of safe pedestrian access might be addressed through a collaborative effort between Transit, Safety Committees and regional agencies.

Margaret Boone, MAG Transportation Safety Program Manager, began by stating the purpose of this presentation is to highlight a serious road safety and quality of life issue with links to the transit system. MAG staff has also presented on this topic recently to the Active Transportation Committee. She noted the Phoenix metro region has seen an increase on reporting regarding pedestrian safety. Reports have shown a sharp increase in pedestrian deaths in Arizona. Currently at there are 1.61 pedestrian deaths in Arizona per 100 thousand in population. Ms. Boone noted this is twice the national average of 0.81 deaths per 100 thousand in population.

Ms. Boone noted there are several factors that may contributed to the increase in risk in Arizona, such as straight wide roads and high speeds roads that are not very pedestrian friendly. The Insurance Institute for the Highway Safety Status Report, indicated that due to the "shortage of crossings on urban arterials" and current policies that are geared towards not slowing traffic are also contributing factors into safety concerns for pedestrians. The Institute of Transportation Engineers May 2018 Journal reported an increasing trend of younger urban transit users across the nation while the road/traffic environment for pedestrians has not gotten any safer. These factors lead to an increased exposure to crash risk that will lead to more pedestrian deaths and injuries.

Ms. Boone noted reports also show a potential link between transit stops and pedestrian crashes. MAG reviewed crash data from 2012 to 2016, exploring possible links between pedestrian crashes and proximity to bus stops. The study helped identify potential mid-block locations for pedestrian crossing improvements. Project assessments for each site lead to a regional project that competed for federal Highway Safety Improvements Program (HSIP) funds for FY 2021 coordinated by the Arizona Department of Transportation. Staff identified 14 sites locations based on the density of fatal or serious injury crashes and bus stop density along transit routes. The current condition at each of these locations either had unmarked or marked crossings with or without a pedestrian refuge. The regional safety project application for federal HSIP was successfully for installing High-Intensity Activated crossWalk (HAWK) signals at each of the 14 locations.

Ms. Boone noted the projects reflect the more severe crashes that happened to be located at major arterials. The limitations of HSIP is that it is restricted to fatal and serious crashes which doesn't take into account the fatal and non-incapacitated injuries and possible injury crashes when could open up for more projects to be submitted for funding. MAG competes on a statewide level for this funding. Data has shown crashes on the state system is lower than those on the local level which is not reflected of where of funding is spent. Only 20 percent of funding goes to local projects. Matt Dudley, City of Glendale, inquired if there was a standard where the HAWKs signals are placed. Ms. Boone noted ADOT provides the

guidelines. Chair Lucero added the City of Phoenix and the City of Mesa have both developed standards and good matrixes on HAWK guidelines.

Ms. Boone noted MAG has researched how other states are addressing the pedestrian safety issue. Each state develops their own guidance on how to meet the federal mandate of reducing fatal and serious injury crashes. She noted MAG is open to offering ADOT assistance on developing guidelines. MAG will continue to analyze pedestrian crashes near transit stops datasets to explore possible project improvement requests for future funding. Ms. Boone stated MAG staff is looking into developing a scope for the next Strategic Transportation Safety Plan and would like to invite the committee to participate in focus groups. MAG is looking at developing a pedestrian and bicycle safety improvement program that will include an educational component. She noted staff is exploring a "branding" element for this initiative, a toolkit of best practices, working with law enforcement.

Ms. Boone stated there are additional best practices to address safe pedestrian access to transit stops. Examples include ensuring transit stops have a nearby safe pedestrian crossing and not having transit users walk half a mile, especially in Phoenix summers, to cross 4-6 lanes of high speed traffic to the nearest transit stop. Ms. Boone reviewed "Must" action items for ensuring pedestrian safety. Pedestrian and bike facilities MUST include safe crossings at reasonable spacing. Coordinated planning is a MUST for making roads safer for vulnerable users, transit and streets should equate traffic and safety. She encouraged to stop misusing the term "pedestrian jay walking" as an easy but wrong explanation for the increase in pedestrian crashes.

Ms. Boone suggested strategies to move the discuss of pedestrian safety forward such as the importance of better coordination between transit planners, traffic engineers, safety engineers, and public works engineers. The inclusion of "safe road crossing" as a critical element in all new and improvement plans that include transit stops. She suggested utilizing the MAG Transportation Safety Committee and MAG staff as a resource for reviewing transit project applications from a safety viewpoint. She encouraged participation in MAG's transportation safety planning and the MAG 2020 Update to the Strategic Transportation Safety Plan. There was no further discuss.

5. Presentation on Options for Review of Evaluation Techniques

Chair Lucero began by stating for the last application process the committee reviewed over 40 application requests. Every year the committee debriefs on ways to improve on the application and evaluation process. Chair Lucero introduced Janice Simpson, City of Avondale, who offered to present on alternative review techniques for discussion. Ms. Simpson will offer a presentation on different evaluation techniques in support of the development of the Section 5310 Section 5310 Enhanced Mobility of Seniors and Person with Disabilities grant program priority listing for the Phoenix-Mesa Urbanized Area (UZA).

Ms. Simpson began by reviewing MAG's history and purpose. She noted MAG is the designated regional planning agency founded in the spirit of unity and cooperation. MAG provides support in the development of cooperative and collaborative approach to solving issues faced by communities in the region. She reviewed the purpose of the MAG Elderly and Persons with Disabilities Transportation (EPDT) Ad Hoc Committee is to develop the prioritization of applications/projects for the Federal Transit Administration Section 5310 Enhance Mobility of Seniors and Person with Disabilities Program for the Phoenix-Mesa Urbanized Area (UZA). The EPDT Ad Hoc Committee carries out this purpose under the umbrella of MAG's regional purpose and priorities.

Ms. Simpson acknowledge the members for their time and expertise to service on this committee that addresses transportation for the population of older adults and individuals with disabilities. She stated each member has a desire to fulfill their roles by using their knowledge and expertise, conducting business in the spirit of unity and cooperation, and delivering quality recommendations. Recommendations are forward to the MAG Regional Council which is comprised Mayors and designed representatives of all cities and town including three Native American communities in the region. Ms. Simpson provide an overview of her experience and background working with grant programs that included working on the local and state level.

Ms. Simpson noted during her past experience she worked on programs where there was a high number of applications being submitted. She noted that if a program received over 20 applications staff would explored ways to divide the applications so that a person was not burden with reviewing all applications. Ms. Simpson reviewed items to consider when exploring different evaluation techniques. Consider "what works" or "what may work better". Dividing up the applications reduces the workload, allowing for greater individual attention and thoughtful review time. Ms. Simpson noted that all applicate receive a committee review. Exploring a new process can improve committee discussion and consideration. She noted each member is committed to this process, unfortunately we all have deadlines and other projects outside of this program. Often times she has worked after hours to ensure adequate time for a thorough review of each applications.

Ms. Simpson commented reviewing application distributions options are malleable and can fit with nearly any size of application pool. Within every distribution method you can utilize multiple distribution methods in one option which can be modified based on category, preference, or according to each area of expertise. Ms. Simpson reviewed examples of application distributions options that demonstrated methodologies of equaling dividing up applications among members based on information for the previous process. She presented an example where each member reviewed a set number of applications utilizing a formula where each one was reviewed by at least six committee members. Utilizing this method would result in each member reviewing only 20 applications as opposed to over

40 applications. Ms. Simpson noted the options also took into account Wendy Miller, City of Phoenix, role as the Designated Recipient (DR) who reviews all submitted applications.

Ms. Simpson reviewed distribution example two that utilizes the same concept with a higher number of reviews. Using the formula each application had seven reviewers and each member reviewed 24 applications each. Again, the methodology took into Ms. Miller's role as DR of reviewing all applications. Ms. Simpson noted the two examples are a tool that could be utilized by the committee that could lead to a more manageable, and efficient review of applications for the next process. Ms. Miller noted her role as the DR in reviewing all applications is mostly based on the eligibility of applicants and not necessarily for scoring. She added as the DR that exploring defensible options for the evaluation could be beneficial.

Chair Lucero thanked Ms. Simpson for her presentation, and providing the committee with resources to consider for different evaluation techniques. He noted this item is for information and discussion but could be include as a future agenda if necessary. Mr. Ed Jones, City of Mesa, commented that the options could lessen the number of applications each member reviews. He acknowledge that it can be a challenge to review all of the applications. Based on the type of funding available for this program and in a true competitive process having only a limited amount of reviewers and basing the whole committee recommendation raises some concerns.

Mr. Tourdot noted the evaluation process has improved each year. He stated that in the past three years, information on the amount of funding that is apportioned for this program has been available at the start of the process. He suggested the focus for the next process could be on determining how many projects could be awarded on the amount of funding anticipated to be available. He added further steps would be to determine what is being requested, what are we required to award, and then doing our due diligence of reviewing all applications based on criteria of program with assistance of MAG and City of Phoenix staff.

Chair Lucero acknowledge that the region in the past has been able to awards almost all requests in the past five year with the available funding. He noted just recently there has been an increase in requests that has exceed the funding. He noted the importance of this discussion to explore strategies if applicant requests continue to increase in the future. Chair Lucero noted there was enough interested to continue this discussion at the next meeting and that possibly this item could be included the next agenda. Ms. Miller agreed that is topic should be discussed further and noted the value of addressing questions regarding evaluation on the forefront rather than during the process. There were no further questions.

6. Debrief of FY 2018 Section 5310 Enhance Mobility of Seniors and Person with Disabilities Program for the Phoenix-Mesa Urbanized Area Application Process

Chair Lucero introduced DeDe Gaisthea, MAG, who provided an update on the FY 2018 Section 5310 Enhanced Mobility of Seniors and Person with Disabilities Program for the Phoenix-Mesa UZA application approval process, and reviewed Committee comments from the 2018 evaluation process. He noted the committee will have an opportunity to provide comment and feedback for the FY 2019 Section 5310 evaluation process. Ms. Gaisthea began by stating on June 27, 2018, the MAG Regional Council approved the 2018 Section 5310 priority listing for the Phoenix-Mesa UZA. The priority listing has been forwarded to the City of Phoenix who will submit the consolidated application. The Section 5310 program of projects was also forwarded to the MAG Regional Council for amendment into the TIP. Agency's selection notices were forwarded in July.

Ms. Gaisthea provide an update on the Arizona Department of Transportation (ADOT) FY 2018 Section 5310 application process. MAG was notified the Town of Florence and City of Avondale submitted applications through the ADOT Section 5310 application process. She noted ADOT's evaluation process is to check with each applicant's corresponding region's representative for eligibility. ADOT staff then convenes a meeting, with one representative from each region, to discuss and provide feedback on all applications submitted. She noted that ADOT has the final discretion for approval of all statewide projects. MAG was notified ADOT is recommending the Town of Florence, Give a Lift operating request and the City of Avondale, vehicle and Senior Transportation operating request for awarding. These project have been submitted into the TIP.

Ms. Gaisthea noted MAG staff participated in the statewide Metropolitan Planning Organization-Council of Government's (MPO-COG) debriefing for the ADOT Section 5310 application process. ADOT utilizes the E-Grants system that allows applicants to submit their applications online, and staff has access to review all or part of the applications if needed. Feedback included looking at ways to cut down on the now 58 page applications reviewed by MPO-COG representatives. ADOT noted they are limited at this point to the changes they can make. Participants suggested reviewing other states application processes including MAG's process as well. Ms. Gaisthea advised ADOT staff has reached out to MAG to review the Section 5310 application and evaluation process for the Phoenix-Mesa UZA. ADOT is moving to a two year process Section 5310 application cycle, additional information to follow, and will conduct more outreach to potentials application.

Ms. Gaisthea noted in order to continue to improve the application process, MAG staff has reviewed comments from the application process and have provided a summary a Points for Consideration matrix. We are requesting feedback on comments in the matrix and to see if there is anything else that needs to be included. We will next work on the Outcomes section of the matrix, providing an update at the next meeting. Ms. Gaisthea reviewed

comments received from the committee for consideration into the next Section 5310 application process for the Phoenix-Mesa UZA.

- Continue providing guidance on Preventive Maintenance (PM) requests. Possibly consider PM as part of vehicle maintenance.
- Explain the point system prior to the evaluation process for those members who recused themselves from ranking certain projects.
- Review the intent of the Section 5310 program and the distinction between capital and "other" New Freedom eligible projects.
- Review the expanding requests for mileage reimbursement projects, such as fuel and background checks, to ensure request are in line with the intent of the program.
- Research possible techniques for the reviewing of applications.
- Review the mobility managers' duties to ensure the mobility managers are meeting their requirements.
- Review and discuss the intent of coordination efforts.

Ms. Gaisthea requested feedback and comments on the items for consideration. The committee suggested to research for more guidance on PM. Ms. Gaisthea noted that Subregional Mobility Manager Billy Parker held an informational workshop on PM and will look into offering the workshop again for the 2019 application process. Ms. Gaisthea noted staff will also provide more guidance to distinguish between traditional project requests and operating, formerly called New Freedom. The committee agreed using the wording New Freedom is confusing since the program has been rescinded and suggested removing the term altogether from documents.

Wendy Miller, City of Phoenix, stated mileage reimbursements projects should be rephrased as volunteer driver program. She noted City of Phoenix and MAG staff will provide more guidance and training to the committee and sub-recipients on allowable expenditures. Chair Lucero noted the committee had quite a few comments on providing further guidance to Northwest Valley Connects (NVC) mobility management (MM) request. Ms. Miller noted it would be helpful for the committee to have information on actual duties that should be tied with outcomes, and that applicants are also focusing on regional coordination activities. The committee suggested adding clarifying question to get to the outcomes in the application, and MAG should define the expectations for the program so there is consistency in messaging.

Ms. Gaisthea noted at this time there are federal guidelines for mobility manager requests but no specific federal requirements. MAG defines the roles of MM's as community liaisons who assists in the implementation of strategies outlined in the coordination plan. The committee noted concerns raised were mostly in regards to the NVC MM request. The committee requested MAG staff to discuss with NVC the comments and feedback from the Committee, including providing more coordination regional efforts.

Ms. Gaisthea stated MAG staff will continue to coordinate with the City of Phoenix and reviewed strategies that can assist potential applicants to better the program and clarify their project requests for the Section 5310 program. Ms. Plante noted that until FTA provides more guidelines and requirements for MM projects, vehicle sharing, and coordination activities, the committee will need to continue discussion on outcomes strategies for the program. Ms. Gaisthea noted for possible consideration to strengthen coordination participation is to reviewing applicant's attendance at trainings and workshops.

The committee suggested formalizing guidelines that disallows members from ranking their own applications, as well as precluding sitting members from presenting on their application during the agency interviews. Chair Lucero noted this item is for information and discussion only, further discussion on this issue should be tabled for a late October or early November meeting. Ms. Gaisthea thanked the committee for their comments. Revision to the Points for Consideration matrix from the feedback received will be made and MAG staff will offer an update at the next meeting. There was no further discussion.

7. Request for Future Agenda Items

Chair Lucero requested for topics or issues of interest to consider for future agendas. No topics are offered.

8. Comments from the Committee

Chair Lucero called for comments from the committee. Ms. Miller noted the 2017 Section 5310 cutway vehicles are still on back order due to the changes made to the chassis. She is in conversation with Creative Bus Sales on an anticipated delivery date and will keep subrecipients updated. Matt Dudley, City of Glendale announced the next MAG Transportation Ambassador Program meeting will be held at the Glendale Recreation and Aquatic Center on September 18, 2018. For more information please contact DeDe Gaisthea. No further comments were offered.

Adjourn

The meeting adjourned at 12:27 p.m.