

APPENDIX E

OUTREACH PLAN AND JOURNAL

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PURPOSE

Consistent with its Community Engagement Plan, WSDOT developed this specific outreach plan for the Washington Transportation Plan, Phase 2 – Implementation 2017-2040 (Phase 2) to detail who, when, where and how outreach will be conducted.

The agency bases its outreach on the concept that it should take the plan to the community, rather than expect the community to come to WSDOT. This means:

- Outreach is continuous, and not conducted only for a specific time.
- Rather than hold Phase 2-specific meetings, WSDOT will ask to be on the agenda of existing meetings held by stakeholders and partners.
- Outreach will focus the right level of engagement with the right people at the right time in the process.

BACKGROUND

The Washington Transportation Plan (WTP) establishes a 20-year Vision for the development of the statewide transportation system. The WTP is based on the six transportation system policy goals established by the Legislature: preservation, safety, mobility, environment, stewardship, and economic vitality (RCW 47.04.280). WSDOT and the Washington State Transportation Commission are completing the WTP update in two phases.

- **Phase 1 – Policy** (Phase 1) is the update to the WTP 2030 that provides policy guidance and recommendations for all transportation modes. Phase 1 is based on the six transportation policy goals established by the Legislature: preservation, safety, mobility, environment, stewardship, and economic vitality ([RCW 47.04.280](#)¹). The Washington State Transportation Commission led and adopted it as the WTP 2035, and delivered it to the governor and the Legislature in January 2015.
- **Phase 2 – Implementation** (Phase 2) is an update to the 2007-2026 WTP that meets the federal and state requirements for the long-range statewide transportation plan. It implements policy recommendations from Phase 1 for the state’s multimodal transportation system. This system includes public roads, ferries, public transportation, aviation, freight and passenger rail, ports, and active transportation. Implementation of the WTP is a statewide responsibility led by WSDOT but completed with cooperation from metropolitan planning organizations (MPOs), regional transportation planning organizations (RTPOs), transit agencies, tribal governments, ports, advocacy groups, government agencies, and communities in order to achieve the plan’s Vision.

Phase 1 and Phase 2 have a joint webpage at <https://washtransplan.com/>.

1 <http://apps.leg.wa.gov/RCW/default.aspx?cite=47.04.280>

GOALS AND OBJECTIVES

Federal and state laws established the goals for transportation in [RCW 47.04.280](#)², [23 USC Sec 135](#)³, and [23 USC Sec 150](#)⁴.

OUTREACH STRATEGIES

WSDOT:

- Provided opportunities to get involved early, often, and continuously during the decision-making process.
- Minimized surprises by actively engaging with the community.
- Promoted the use of internet and web-based resources as the primary source of information.
- Documented community input and concerns in a central, easily retrievable location for review and consideration.
- Provided the community with the outcomes resulting from their input.

Who is “the community?”

- **Steering Committee:** The Steering Committee from Phase 1 agreed to remain during Phase 2. This committee includes one representative from each of the following: WSDOT, the Washington State Transportation Commission, and Regional Transportation Planning Organizations. The role of the Steering Committee is to solicit advice from the Advisory Group and to provide WSDOT with recommendations on the plan’s process and content.
- **Advisory Group:** The Advisory Group from Phase 1 agreed to remain during Phase 2. Its role is to represent its particular constituency, offer advice to the Steering Committee, and review and provide comments on the plan’s products.
- **Washington State Agencies:** Transportation Commission, Department of Commerce, Department of Ecology, Department of Health, Freight Mobility Strategic Investment Board, Governor’s Office, Office of Financial Management, State Patrol, Department of Licensing, Traffic Safety Commission, and County Road Administration Board.
- **Adjacent States/Provinces:** Oregon Department of Transportation, Idaho Department of Transportation, B.C. Ministry of Transportation.
- **Federal Agencies:** Federal Highway Administration, Federal Transit Administration, U.S. Forest Service, National Park Service, Bureau of Land Management, Army Corps of Engineers, and U.S. Fish and Wildlife Service.

² <http://apps.leg.wa.gov/RCW/default.aspx?cite=47.04.280>

³ [http://uscode.house.gov/view.xhtml?req=\(title:23%20section:135%20edition:prelim\)%20OR%20\(granuleid:USC-prelim-title23-section135\)&f=treesort&edition=prelim&num=0&jumpTo=true](http://uscode.house.gov/view.xhtml?req=(title:23%20section:135%20edition:prelim)%20OR%20(granuleid:USC-prelim-title23-section135)&f=treesort&edition=prelim&num=0&jumpTo=true)

⁴ [http://uscode.house.gov/view.xhtml?req=\(title:23%20section:150%20edition:prelim\)%20OR%20\(granuleid:USC-prelim-title23-section150\)&f=treesort&edition=prelim&num=0&jumpTo=true](http://uscode.house.gov/view.xhtml?req=(title:23%20section:150%20edition:prelim)%20OR%20(granuleid:USC-prelim-title23-section150)&f=treesort&edition=prelim&num=0&jumpTo=true)

- **Advocacy Groups:** Association of Washington Business, Association of Washington Cities, Futurewise, Washington Roundtable, Washington State Transit Association, Transportation Choices, Washington Public Ports Association, and Washington State Association of Counties
- **Traditionally Underserved Populations:** Full listing beginning on page E6.
- **Federal and State Recognized Tribes:** Confederated Tribes of the Chehalis Reservation, Confederated Tribes of the Colville Reservation, Confederated Tribes and Bands of the Yakama Nation, Cowlitz Indian Tribe, Hoh Indian Tribe, Jamestown S’Klallam Tribe, Kalispel Tribe of Indians, Lower Elwha Klallam Tribe, Lummi Nation, Makah Tribe, Muckleshoot Indian Tribe, Nisqually Indian Tribe, Nooksack Indian Tribe, Port Gamble S’Klallam Tribe, Puyallup Tribe of Indians, Quileute Nation, Quinault Indian Nation, Samish Indian Nation, Sauk-Suiattle Indian Tribe, Shoalwater Bay Indian Tribe, Skokomish Indian Tribe, Snoqualmie Indian Tribe, Spokane Tribe of Indians, Squaxin Island Tribe, Stillaguamish Tribe of Indians, Suquamish Tribe, Swinomish Indian Tribal Community, Tulalip Tribes, and Upper Skagit Indian Tribe.
- **Regional Transportation Planning Organizations (RTPOs):** Benton-Franklin COG, Chelan-Douglas Transportation Council, Northeast Washington RTPO, Palouse RTPO, Peninsula RTPO, Puget Sound Regional Council, Quad-County RTPO, Skagit/Island RTPO, Southwest Washington Regional Transportation Council, Southwest Washington RTPO, Spokane Regional Transportation Council, Thurston Regional Planning Council, Walla Walla Valley Sub-RTPO, Whatcom Council of Governments, and Yakima Valley Conference of Governments.
- **Metropolitan Planning Organizations (MPOs):** Benton-Franklin COG, Chelan-Douglas Transportation Council, Cowlitz-Wahkiakum Council of Governments, Lewis Clark Valley MPO, Puget Sound Regional Council, Thurston Regional Planning Council, Skagit MPO, Southwest Washington Regional Transportation Council, Spokane Regional Transportation Council, Whatcom Council of Governments, Walla Walla Valley MPO, and Yakima Valley Conference of Governments.
- **Others:** Transit providers, intercity bus providers, community leaders, local elected officials, Legislators and legislative staff, city and county planners and transportation departments.

Tools and methods

Surveys

In 2015, WSDOT and the Transportation Commission developed and conducted one survey to present information and gather input using the web-based [Voice of Washington State \(VOWS\)](http://voiceofwashingtonsurvey.org/)⁵ survey panel. The panel includes at least 30,000 people from across the state. Additional surveys will be dependent on funding.

Meetings

WSDOT requested time on the agenda of regular meetings conducted by MPOs, RTPOs, tribal transportation planning organizations, transit agencies, chambers of commerce, ports, etc.

5 <http://voiceofwashingtonsurvey.org/>

Website

The WTP website contained:

- Links to other information.
- The Phase 2 Public Review Draft for a minimum 45 calendar-day comment period.

Intra-agency outreach

The Project Team reached out to other WSDOT staff by:

- Creating lists of technical experts. Experts will review the technical memorandums for consistency with WSDOT policies and plans, and offer comments and suggest edits. They will also serve as a local source of information and answer questions from other WSDOT staff and external partners.
 - Staff will be invited to discuss the topic of WSDOT's efforts to reduce greenhouse gas emissions. This meeting includes representatives of Public Transportation, Strategic Assessment, and Multimodal Transportation.
 - Staff will be invited to a pre-Scenario Planning workshop to identify constraints, uncertainties, and possibilities for could impact transportation. This meeting includes representatives from Traffic, Bridge Office, Capital Program Development and Management, Environmental Services, Local Programs, Finance, Design, Strategic Assessment, and Emergency Management.
- Presenting progress reports and answer questions at monthly Urban, Regional, and Modal Planning Manager Meetings.

Some of the anticipated themes include:

- Performance of the transportation system from a multimodal perspective.
- Connectivity with other modes: Phase 2 will address the importance of multimodal connectivity and the interdependence of the modal parts to the system as a whole.
- Consistencies with other plans and planning efforts: WSDOT staff will review documents and processes to ensure consistency with the planning efforts of MPOs, RTPOs, the Tribal Transportation Planning Organization (TTPO), and WSDOT.

External outreach

WSDOT involved the external community:

- By building on earlier outreach efforts from Phase 1.
- Through the Steering Committee and Advisory Group.
- Through interviews and regular e-mail and phone communications.
- Through regularly scheduled meetings conducted by WSDOT and external partners, such as RTPOs, MPOs, transit agencies, and the TTPO.

- Through [WSDOT's website](#)⁶, which will include links to Phase 2, presentations, additional information, requests for briefings, and workshop reports.
- Through presentations, briefings, and answering questions as requested.

How did WSDOT consult with tribes?

Based on the Centennial Accord, WSDOT's Executive Order E 1025.01 reaffirms WSDOT's commitment to provide consistent and equitable standards for working with the various tribes across the state. In 2011, WSDOT and tribal governments developed the WSDOT Tribal Communication and Consultation Protocols for Statewide Policy Issues. This protocol details how planners and tribes will consult with each other.

WSDOT continued to follow this protocol during development of this plan by:

- Including a tribal representative on the Phase 2 Advisory Group.
- Sending letters to each tribe, inviting them to participate in planning efforts.
- Presenting plan updates and answering questions at future Tribal Transportation Planning Organization meetings.
- Answering questions and providing contact information at the ATNI Northwest Tribal Transportation Symposium.
- Distributing the draft plan to tribes for a 45-day comment period. The email was sent on September 22, 2017.
- Sending a hard-copy letter to tribal chairs alerting them to the availability of Phase 2 for comment as back-up to the emails. The hard copy letters were sent on October 3, 2017.

How did WSDOT consult with non-metropolitan local officials and federal land management agencies?

As per federal rule, WSDOT is required to develop formal documented processes that describe how the agency consults with non-metropolitan local officials and with federal land management agencies. The formula process was finalized on February 17, 2016 and is on the [WTP website](#)⁷.

WSDOT sent an email notification of the draft public review comment period to regional/metropolitan planning organization directors on September 22, 2017. Email notifications to Western Federal Lands Highway, U.S. Forest Service, Army Corps of Engineers, Bureau of Land Management, U.S. Park Service, and U.S. Fish and Wildlife Service were sent on October 9, 2017.

6 www.wsdot.wa.gov/planning/wtp/

7 <https://washtransplan.com/>

How did WSDOT ensure compliance with Title VI and other nondiscrimination requirements?

WSDOT is required by 23 CFR 450.210 (a) to have a “process for seeking and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services” and to ensure that public involvement processes “provide full and open access to all interested parties.” The agency’s [Community Engagement Plan](#)⁸ meets this requirement.

WSDOT met with FHWA and FTA at the onset of the Phase 2 effort to discuss and determine appropriate methodologies to accomplish this requirement. WSDOT also consulted with the Office of Equal Opportunity (OEO) to discuss how Phase 2 may affect protected groups and how those groups may be engaged during the plan’s development. OEO suggested that the agency send an email notice of Phase 2 to a list of advocacy groups.

For Phase 2, WSDOT:

- Provided the Title VI notice to the public and the Americans with Disabilities Act notice to the public in English and Spanish.
- Reached out to underserved populations through known advocacy groups. The groups will be asked how WSDOT can best reach their constituency.

Internal coordination

The outreach strategies and distribution list have been shared with and reviewed by the following WSDOT staff: Bill Bennion (Multimodal Planning Division Communicator), Larry Watkinson (WSDOT’s Title VI/ADA Compliance Manager) and Oscar Cerda (WSDOT Title VI Coordinator). The strategies and list have also been shared with staff from FHWA’s Washington Division and FTA’s Region 10.

Definitions (sourced from FHWA)

- **Traditionally underserved** refers to individuals from minority and low-income groups. It is a phrase utilized by FHWA that combines the requirements from:
 - Title VI to not discriminate on the grounds of race, color, or national origin.
 - Presidential Executive Order on Environmental Justice to not disproportionately impact minority or low-income populations.
 - **Minority:**
 - Black
 - Hispanic (Mexican, Puerto Rican, Cuban, Central American, or South American)
 - Asian American (from Far East, Southeast Asia, India, or Pacific Islands)
 - American Indian and Alaskan Native

⁸ <https://www.wsdot.wa.gov/planning/default.htm>

- **Low-income:** A household income at or below the Department of Health and Human Services poverty guidelines of \$24,250 for a family of four (2015).
- **Low-income population:** Any readily identifiable group of low-income persons who live in geographic proximity, and, if circumstances warrant, geographically dispersed/transient persons (such as migrant workers or Native Americans) who would be similarly affected by a proposed FHWA program, policy, or activity.

Advocacy Groups

E-mail was the primary contact method due to its widespread availability, and time and funding constraints. In order to reach out to underserved populations within Washington state, the Project Team contacted the following groups and invite them to participate.

- Minority Bar Associations:
 - Asian Bar Association of Washington
 - Filipino Lawyers of Washington
 - LBT Bar Association
 - Korean American Bar Association
 - Loren Miller Bar Association (LMBA)
 - Middle Eastern Legal Association of Washington (MELAW)
 - Mother Attorneys Mentoring Association of Seattle (MAMAS)
 - Northwest Indian Bar Association (NIBA)
 - Pierce County Minority Bar Association (PCMBA)
 - South Asian Bar Association of Washington (SABAW)
 - The Cardozo Society
 - Vietnamese American Bar Association of Washington (VABAW)
 - Washington Attorneys with Disabilities Association
 - Washington Women Lawyers (WWL)
- African American Chamber of Commerce of the Pacific Northwest
- Brain Injury Alliance of Washington
- Casa Latina, Seattle
- Cascade Bicycle Club
- Children's Alliance Seattle
- Department of Social & Health Services
- Disability Rights Washington

- Disabled American Veterans - Washington State Chapters
- El Centro de la Raza, Seattle
- Federally recognized Indian tribes
- Feet First
- Goodwill Industries - Olympics and Rainier Region
- Governor's Committee on Disability Issues and Employment
- Hearing Loss Association of America, Washington State
- Hispanic Chambers of Commerce
- Inspire Development Centers
- Latino Civic Alliance
- Lighthouse for the Blind
- National Alliance on Mental Illness - Washington
- Northwest ADA Center
- Northwest Justice Project
- NW Communities Education Center, Granger
- People First of Washington
- People for People, Yakima
- Radio KDNA (91.9 FM)
- Regional Service Centers of the Deaf and Hard of Hearing
- SeaMar Community and Migrant Health Centers
- Seattle Commission for People with Disabilities
- Self Advocates in Leadership (SAIL)
- Spinal Cord Injury Association of Washington
- State Council on Aging
- State Independent Living Council
- Tacoma Area Coalition of Individuals with Disabilities
- Tú Decides (You Decide) a Bilingual Newspaper, Kennewick
- Washington Bikes
- Washington Chapter of the National Federation of the Blind
- Washington Commission on Hispanic Affairs
- Washington Council of the Blind

- Washington State Association of Community and Migrant Health Centers
- Washington State Commission on African American Affairs
- Washington State Commission on Asian Pacific American Affairs
- Washington State Developmental Disabilities Council
- Washington State Independent Living Council's list of Independent Living (IL) Centers
- Washington State School for the Blind
- WA Latino/a Educational Achievement Project
- Yakima Valley Farmworkers Clinic
- Puget Sound Sage
- OneAmerica

The Phase 2 outreach effort was consistent with WSDOT's Community Engagement Plan (CEP). As part of this outreach effort, the groups listed above were asked to:

- Forward the information on to their members.
- Suggest the most effective way(s) to reach out to their members.
- Define if there is a preferred format or formats for presenting information to their members.
 - WSDOT will keep a record of all outreach efforts, as well as a record of all feedback provided by individuals and groups contacted and response to feedback.

Meetings

WSDOT requested time on the agenda on these regularly-scheduled meetings to discuss Phase 2. The public is invited to these regular meetings. Dates and times are subject to change. The Phase 2 website has updated information.

Media Outreach Details

On September 22, 2017 WSDOT released this statewide press release:

Public comments wanted on the draft Washington Transportation Plan

Friday, September 22, 2017 - 08:58

Richard Warren, planning studies manager, 206-464-1261

WSDOT seeking input on 20-year plan by Nov. 6

OLYMPIA – Washingtonians have an opportunity to provide input into the future of the state's transportation system through the Washington Transportation Plan, Phase 2 – Implementation.

The plan establishes how the state can prepare itself for an uncertain future in the face of climate change and advances in technology.

The Washington State Department of Transportation is seeking public comments on the plan from now through Nov. 6, 2017.

The plan builds on WTP Phase 1, which established a 20-year Vision for the statewide multimodal transportation system. Phase 1 highlighted emerging trends and challenges facing the state's transportation system and developed recommendations for meeting those challenges.

WTP Phase 2 implements recommendations from Phase 1 through four Focus Areas and 11 Action Items to achieve the 20-year Vision established in Phase 1. It also establishes how the state can prepare itself for four plausible, but uncertain futures regarding climate change and technology and their potential impacts on the statewide transportation system. Through its proposed recommendations, Phase 2 will guide decision makers on major issues facing the statewide transportation system.

How to comment on the plan

The comment period closes on Nov. 6, 2017. Copies of the plan and a comment form for submitting feedback are available:

Online: <https://washttransplan.com/>

By telephone request: 206-464-1261

By written request: Washington State Department of Transportation, Multimodal Planning Division, 401 Second Ave., Suite 300, Seattle, WA 98104

Email Notices

On September 22, 2017 WSDOT sent the statewide press release to subscribers of GovDelivery bulletins titled Active Transportation News Updates, Aviation News, Public Transportation, State Rail and Marine News, WSF Weekly Update, and Washington Transportation Plan (WTP). The total number of emails was 11, 889. It was delivered to 11,755 (99 percent) of the total.

On September 22, 2017, WSDOT sent an email notice to the Steering Committee, Advisory Group, Metropolitan/Regional Transportation Planning Directors, Tribal Transportation Planning Organizations, WSDOT modal/region planners, and WSDOT technical experts.

On October 9, 2017, WSDOT sent an email notice to the Oregon Department of Transportation planning department.

Themes from Outreach

- There were 588 comments received during the public comment period.
- The major themes of the comments are:
 - There is inadequate funding for preservation and maintenance.
 - Traffic congestion is a problem in suburban and urban areas.

- Safety is a concern for drivers, pedestrians, and bicyclists on, across, and adjacent to rural two-lane highways.
- Coordination would be improved if all jurisdictions made public their twenty year financially constrained project list.

Table E-1: Record of Outreach

Steering Committee and Advisory Group

	Date	Event	Purpose
1	October 20, 2015	Steering Committee meeting	Approved Advisory Group members; commented on WSDOT’s next presentation to Transportation Commission
2	February 23, 2016	Steering Committee meeting	Received feedback on work products
3	June 22, 2016	Advisory Group meeting	Kick-off meeting discussed roles and responsibilities, voted on Focus Areas
4	July 19, 2016	Steering Committee meeting	Discussed Focus Areas from Advisory Group meeting, approved topics for next Advisory Group meeting.
5	August 11, 2016	Advisory Group Meeting debrief	PSG met with Washington Roundtable to discuss the advisory group and Focus Areas. Roundtable agreed with group on Focus Areas.
6	October 6, 2016	Steering Committee meeting	Feedback: Agree on Focus Areas and uncertainties for Advisory Group Scenario Planning exercise
7	October 26, 2016	Advisory Group meeting	Scenario Planning exercise to develop four scenarios to frame recommendations and Action Items
8	November 29, 2016	Steering Committee meeting	Discussed Scenario Planning results
9	February 3, 2017	Steering Committee meeting	Reviewed materials for 2/28 Coordinating Committee meeting and approved Adv. Group Agenda
10	February 14, 2017	Advisory Group meeting	Endorsed Action Item process

Table E-1: Record of Outreach (continued)

	Date	Event	Purpose
11	March 3, 2017	Steering Committee meeting	Endorse Action Item process
12	March 14, 2017	Advisory Group meeting	Recommended Action Items
13	April 6, 2017	Advisory Group meeting	Reviewed Action Items
14	April 17, 2017	Steering Committee phone call	Debrief members unable to attend Adv. Group meeting
15	April 27, 2017	Steering Committee	Recommended changes to Focus Area and Action Item language
16	November 30, 2017	Advisory Group Meeting	Review significant themes and comments on draft plan; Recommend that Steering Committee endorses final plan
17	November 30, 2017	Steering Committee Meeting	Endorse response to significant comments
18	December 8, 2017	Steering Committee Meeting	Approve outline for the Action Item work plan; Endorse moving plan to WSDOT Secretary

Internal Coordination

	Date	Event	Purpose
	Date	Event	Purpose
1	April 27, 2015	Meet with WSDOT Tribal Liaison	Discussed Tribal Consultation Protocols for upcoming Highway System Plan
2	May 13, 2015	Public Transportation Plan Advisory Committee	Represented WSDOT statewide planning and ensured integration with Phase 2
3	July 9, 2015	Aviation System Plan Advisory Committee	Represented WSDOT statewide planning and ensured integration with Phase 2
4	September 30, 2015	Public Transportation Plan Advisory Committee	Represented WSDOT statewide planning and ensured integration with Phase 2; finalized outreach information
5	October 7, 2015	Meet with Rail Division	Discussed how rail will be integrated into Phase 2
6	November 9, 2015	Modal Planners meeting	Discussed how modes will be integrated into Phase 2
7	November 20, 2015	Public Transportation Plan Advisory Committee	Represented WSDOT statewide planning and ensured integration with Phase 2; finalized outreach information
8	December 10, 2015	Aviation System Plan Advisory Committee	Represented WSDOT statewide planning and ensured integration with Phase 2

Table E-1: Record of Outreach (continued)

	Date	Event	Purpose
9	January 28, 2016	Public Transportation Plan Advisory Committee	Represented WSDOT statewide planning and ensured integration with Phase 2; finalized outreach information
10	February 4, 2016	Public Transportation Plan Early Action Workshop	Refined early actions for guardianship goal
11	February 23, 2016	Aviation System Plan Modal meeting	Discussed how to describe modal connections in Aviation System Plan
12	February 24, 2016	Public Transportation Plan Advisory Committee	Reviewed comments on draft public transportation plan
13	March 23, 2016	Aviation System Plan Advisory Committee	Reviewed draft recommendations
14	August 1, 2016	Examine GreenSTEP tool	PSG and Tolling discussed sketch planning tools
15	August 15-17, 2016	TRB Scenario Planning Training/Conference	MMPD attended this training and learned how to conduct and use scenarios.
16	August 22, 2016	Internal meeting/conference call to discuss how WTP will look as a webpage	Discussed look and content of WTP webpage with Communicators (Jeremy Bertrand, Shirley Weisberg, Gayla Reese Walsh, Bill Bennion), GIS (Alan Smith and Julie Jackson), modes (Evan Olsen and Stan Suchan), and PSG.
17	August 30, 2016	Internal meeting/conference call with modes and Capital Program Development and Management Office staff	Preparation for Tribal State Transportation Conference
18	September 7, 2016	Phone call with Faris Al-Memar, Jeremy Jewkes, Michael Williams, Ken Burgstahler, Roxanne Bash, Erica Simmons, and Kathy Murray	Preparation for Corridor Sketch update at next CL RTP Core Team meeting
19	September 9, 2016	Internal meeting/conference call with Seth Stark, Mark Finch, Todd Lamphere, Richard Warren, Justin Resnick, Kathy Murray, and Karin Landsberg	Feedback: Discussed how the WTP should describe GHG and VMT reductions
20	September 15, 2016	Internal Practical Solutions Working Group	Status update of WTP Phase 2 and received feedback on process
21	September 22, 2016	Scenario Planning with Internal Working Group	Feedback: Refined the uncertainties for the Advisory Group Scenario Planning exercise

Table E-1: Record of Outreach (continued)

	Date	Event	Purpose
22	October 11, 2016	Washington State Aviation System Plan Advisory Committee meeting	Comment on Aviation System Plan and make connections for Phase 2 outreach
23	October 17, 2016	Briefing to WSDOT Deputy Secretary	Inform and solicit feedback
24	December 3, 2016	Modal Planners meeting	Proposed recommendations and Action Items
25	January 18, 2017	WSDOT Internal Experts Workshop	Selected recommendations for proposed Action Items
26	January 27, 2017	Washington State Aviation System Plan Advisory Committee meeting	Reviewed draft public review
27	February 2, 2017	WTP Overview to new Office of Equal Opportunity staff	Kathy Murray presented overview of WSDOT Planning and WTP to new OEO staff
28	February 6, 2017	Phone call with Freight staff	Technical Memo #3
29	February 14, 2017	Phone call with Freight staff	Discussed Freight Plan and WTP
30	February 21, 2017	Planning Managers meeting	WTP update
31	March 2, 2017	Meeting with Environmental Services Office	Discuss how WTP will address EJ
32	March 2, 2017	Meeting with Freight staff	Review comments on Tech Memo #3
33	March 8, 2017	Practical Solutions Working Group	WTP update and review Action Item process
34	April 18, 2017	Freight Working Group	WTP update and how freight is integrated
35	April 20, 2017	Planning Managers Meeting	WTP update and outreach strategies
36	June 5, 2017	Bi-Weekly	Present update and Action Items
37	June 15, 2017	Practical Solutions Roundtable	Present update and Action Items
38	June 23, 2017	Secretary Millar briefing	Present update and Action Items
39	July 19, 2017	Planning Managers	Update
40	August 17, 2017	Planning Managers	Update

Table E-1: Record of Outreach (continued)

	Date	Event	Purpose
41	September 13, 2017	Ferry System Plan Technical Advisory Group	Assist WSF with how ferry system plan can be consistent with Phase 2
42	September 21, 2017	Ferry System Plan Technical Advisory Group	Assist WSF with how ferry system plan can be consistent with Phase 2

External Coordination

	Date	Event	Purpose
1	January 22, 2015	Pacific Northwest Collaborative Long Range Transportation Plan Core Team Meeting	Shared information with federal land management agencies and Oregon DOT
2	February 11, 2015	Pacific Northwest Collaborative Long Range Transportation Plan Core Team Meeting	Shared information with federal land management agencies and Oregon DOT
3	March 5, 2015	Check-in with Washington State Transportation Commission staff	Prepared for Steering Committee and next Commission meeting
4	March 10, 2015	Check-in with Federal Highway Administration and Federal Transit Administration staff	Discussed planning requirements
5	March 12, 2015	Pacific Northwest Collaborative Long Range Transportation Plan Core Team Meeting	Shared information with federal land management agencies and Oregon DOT
6	April 2, 2015	Check-in with Washington State Transportation Commission staff	Discussed status of WSDOT modal plan
7	May 7, 2015	Check-in with Washington State Transportation Commission staff	Discussed WSDOT's use of Voice of Washington State Survey Panel
8	May 13, 2015	Public Transportation Plan Advisory Committee	Represented WSDOT statewide planning and ensured integration with Phase 2
9	June 11-22, 2015	Voice of Washington State Survey opens	Asked survey panel what Phase 2 should focus on
10	September 3, 2015	Check-in with Washington State Transportation Commission staff	Finalized list of Phase 2 Advisory Group members and discussed presentation at Commission meeting
11	September 14, 2015	Check-in with Federal Highway Administration and Federal Transit Administration staff	Discussed strategies for reaching underserved populations
12	September 24, 2015	Pacific Northwest Collaborative Long Range Transportation Plan Core Team Meeting	Shared Information with federal land management agencies and Oregon DOT

Table E-1: Record of Outreach (continued)

	Date	Event	Purpose
13	October 15, 2015	Meet with FHWA and Local Programs	Reviewed WSDOT’s draft process for consulting with non-metropolitan local officials
14	November 5, 2015	Check-in with Washington State Transportation Commission staff	Prepared for Steering Committee meeting
15	November 9, 2015	Check-in with Federal Highway Administration and Federal Transit Administration staff	Received comments on draft non-metropolitan, tribal, and federal land management agencies consultation process
16	December 3, 2015	Check-in with Washington State Transportation Commission staff	Discussed logistics for Advisory Group meetings and webpage
17	December 14, 2015	Process out for comment	WSDOT’s document that describes processes for consulting with non-metropolitan local officials, tribes, and federal land management agencies (23 CFR 450.210 b and c) out for 60 day review
18	January 7, 2016	Check-in with Washington State Transportation Commission staff	Coordinated upcoming outreach activities
19	January 11, 2016	Check-in with Federal Highway Administration and Federal Transit Administration staff	No comments from FHWA or FTA on non-metropolitan process
20	January 21, 2016	Pacific Northwest Collaborative Long Range Transportation Plan Core Team Meeting	Shared information with federal land management agencies and Oregon DOT
21	January 28, 2016	Public Transportation Plan Advisory Committee	Represented WSDOT statewide planning and ensured integration with Phase 2; finalized outreach information
22	February 4, 2016	Check-in with Washington State Transportation Commission staff	Commented on draft Public Transportation Plan
23	February 4, 2016	Public Transportation Plan Early Action Workshop	Refined early actions for guardianship goal
24	February 8, 2016	Check-in with Federal Highway Administration and Federal Transit Administration staff	Discussed comments on non-metropolitan process (none were received) and NPRM progress

Table E-1: Record of Outreach (continued)

	Date	Event	Purpose
25	February 19, 2016	Final process for consulting with non-metropolitan local officials, tribes, and federal land management agencies e-mailed to MPOs, RTPOs, Regions, FHWA, FTA, and WSDOT Tribal Liaison	Information sharing and compliance with 23 CFR 450.210.
26	February 22, 2016	Final process for consulting with non-metropolitan local officials, tribes, and federal land management agencies posted to website	Information sharing
27	March 3, 2016	Check-in with Washington State Transportation Commission staff	Discussed modal plans and next commission meeting topics
28	March 10, 2016	Pacific Northwest Collaborative Long Range Transportation Plan Core Team Meeting	Reviewed draft work products
29	April 4, 2016	Check-in with Washington State Transportation Commission staff	Discussed comments on public transportation plan
30	April 19-20, 2016	Pacific Northwest Collaborative Long Range Transportation Plan Core Team Workshop	Reviewed and commented on draft plan. Shared information on WSDOT plans
31	May 9, 2016	Check-in with Federal Highway Administration and Federal Transit Administration staff	Discussed proposed rules for statewide planning
32	May 16, 2016	Check-in with Washington State Transportation Commission staff	Prepared for Advisory Group meeting
33	June 2, 2016	Check-in with Washington State Transportation Commission staff	Information sharing
34	June 7, 2016	Walkable Washington meeting	Justin Resnick attended to learn about pedestrian issues
35	June 13, 2016	Check-in with Federal Highway Administration and Federal Transit Administration staff	Discussed new planning rule and that since we don't have all rules for performance measure, Phase 2 will still comply with SAFETEA-LU
36	June 16, 2016	Pacific Northwest Collaborative Long Range Transportation Plan Core Team Meeting	Discussed place-based collaboration chapter

Table E-1: Record of Outreach (continued)

	Date	Event	Purpose
37	June 23, 2016	Pacific Northwest Collaborative Long Range Transportation Plan Core Team Meeting follow-up phone call	Provided detailed information on Place-based collaboration chapter
38	August 18, 2016	Pacific Northwest Collaborative Long Range Transportation Plan Core Team Meeting	Received input on the PowerPoint for August MPO/RTPO/WSDOT Coordinating Committee meeting. Discuss next Word product.
39	August 24, 2016	Phone call with Fehr & Peers	MMPD and Fehr & Peers staff discussed use of Trendlab for WTP. Decided against use of it at this time.
40	September 22, 2016	Pacific Northwest Collaborative Long Range Transportation Plan Core Team Meeting	Inform: Faris Al-Memar presented update on the Corridor Sketch Initiative.
41	October 6, 2016	Check-in with Washington State Transportation Commission staff	Information sharing
42	October 13, 2016	Check-in with Federal Highway Administration and Federal Transit Administration staff	Information sharing and invite to Advisory Group Scenario Planning exercise
43	November 22, 2016	Pacific Northwest Collaborative Long Range Transportation Plan Core Team Meeting	Reviewed Action Items and performance metrics
44	December 12, 2016	Check-in with Federal Highway Administration and Federal Transit Administration staff	Discussed Scenario Planning exercise
45	January 24, 2017	Check-in with Washington State Transportation Commission staff	Discussed recommendations for Action Items
46	January 26, 2017	Pacific Northwest Collaborative Long Range Transportation Plan Core Team Meeting	Presented safety chapter edits
47	January 31, 2017	Pacific Northwest Collaborative Long Range Transportation Plan Core Team Meeting - Safety Chapter discussion	Phone call with WSDOT (planner and traffic) and ODOT (planner) to discuss safety edits to CL RTP
48	April 20, 2017	Pacific Northwest Collaborative Long Range Transportation Plan Core Team Meeting	Comment on resource chapter and preview Action Items
49	May 4, 2017	Check-in with Washington State Transportation Commission staff	Reviewed presentation key points for May WSTC meeting

Table E-1: Record of Outreach (continued)

Presentations at Public Meetings

	Date	Event	Purpose
1	March 16, 2015	Senate Transportation Committee - Olympia	Amy Scarton presented Phase 2 and answered questions
2	March 18, 2015	Washington State Transportation Commission - Olympia	Kerri Woehler and Richard Warren described transition from Phase 1 to Phase 2 and answered questions
3	May 19, 2015	Washington State Transportation Commission- Olympia	Brian Lagerberg described progress of Public Transportation Plan
4	August 25, 2015	Public Transportation Conference and Expo - Vancouver	Richard Warren presented panel discussion of Phase 2 and how it integrates public transportation
5	October 21, 2015	Washington State Transportation Commission - Olympia	Kerri Woehler described Phase 2 and answered questions
6	January 26, 2016	Washington State Transit Association Board - Lacey	Kerri Woehler presented Phase 2 and answered questions
7	February 17, 2016	Washington State Transportation Commission - Olympia	Kerri Woehler gave Phase 2 status update and answered questions. Comments were that it wasn't clear this was a multimodal plan that includes waterborne transportation.
8	May 2, 2016	Washington State Ridesharing Organization Conference -Tacoma	Richard Warren presented and Justin Resnick tested Phase 2 Focus Area activity to prepare for Advisory Group
9	August 23, 2016	Metropolitan Planning Organizations/Regional Transportation Planning Organizations/WSDOT Coordinating Committee - Seattle	PSG arranged for Roxanne Bash (FHWA) to present CL RTP. MPOs have since requested meeting invites.
10	September 20, 2016	2016 Public Transportation Conference - Wenatchee	Inform: Presentation on how WTP Phase 2 will engage communities
11	September 29, 2016	2016 Tribal State Conference - Suquamish	Inform and feedback: Panel of WSDOT planners from modes, Asset Management, and WTP to discuss Tribal planners' key issues
12	October 18, 2016	Washington State Transportation Commission - Olympia	Phase 2 update

Table E-1: Record of Outreach (continued)

	Date	Event	Purpose
13	October 27, 2016	Washington State Community Airports Association Conference - Leavenworth	Inform: Presentation on how WSDOT will engage communities in Phase 2
14	November 15, 2016	Metropolitan Planning Organizations/Regional Transportation Planning Organizations/WSDOT Coordinating Committee - Seattle	WTP process to get involved
15	February 28, 2017	Metropolitan Planning Organizations/Regional Transportation Planning Organizations/WSDOT Coordinating Committee - Seattle	Discuss how Phase 2 will address greenhouse gas emissions and Scenario Planning
16	May 10, 2017	Washington Indian Transportation Policy Advisory Committee - Olympia	Phase 2 update
17	May 16, 2017	Washington State Transportation Commission - Olympia	Phase 2 update
18	June 1, 2017	Quad County Regional Transportation Planning Organization - Ephrata	Joint Presentation of Phase 2 and State Freight Plan
19	June 7, 2017	Tribal Transportation Planning Organization - Toppenish	Joint Presentation of Phase 2 and State Freight Plan
20	June 14, 2017	Thurston Regional Planning Council - Olympia	Joint Presentation of Phase 2 and State Freight Plan
21	July 11, 2017	Palouse Regional Transportation Planning Organization - Pomeroy	Joint Presentation of Phase 2 and State Freight Plan
22	July 12, 2017	Whatcom Council of Governments - Bellingham	Joint Presentation of Phase 2 and State Freight Plan
23	July 13, 2017	Benton-Franklin Council of Governments - Pasco	Joint Presentation of Phase 2 and State Freight Plan
24	July 13, 2017	Spokane Regional Transportation Council - Spokane	Joint Presentation of Phase 2 and State Freight Plan
25	July 17, 2017	Yakima Valley Conference of Governments - Yakima	Joint Presentation of Phase 2 and State Freight Plan

Table E-1: Record of Outreach (continued)

	Date	Event	Purpose
26	July 19, 2017	Skagit Council of Governments - Burlington	Joint Presentation of Phase 2 and State Freight Plan
27	July 20, 2017	Pierce County Regional Council Tacoma -	Joint Presentation of Phase 2 and State Freight Plan
28	July 26, 2017	Northeast Washington Regional Transportation Planning Organization - Colville	Joint Presentation of Phase 2 and State Freight Plan
29	July 26, 2017	Island Regional Transportation Planning Organization - Coupeville	Joint Presentation of Phase 2 and State Freight Plan
30	July 27, 2017	Cowlitz-Wahkiakum Council of Governments - Kelso	Joint Presentation of Phase 2 and State Freight Plan
31	August 2, 2017	Walla Walla Valley Metropolitan Planning Organization - Walla Walla	Joint Presentation of Phase 2 and State Freight Plan
32	August 8, 2017	Public Transportation Conference - Everett	Inform: Presentation on how WTP Phase 2 will engage communities
33	August 10, 2017	Chelan-Douglas Transportation Council - Wenatchee	Joint Presentation of Phase 2 and State Freight Plan
34	August 16, 2017	Washington Good Roads Association - Kennewick	Joint Presentation of Phase 2 and State Freight Plan
35	August 18, 2017	Southwest Washington Regional Transportation Council Transportation Advisory Committee- Vancouver	Joint Presentation of Phase 2 and State Freight Plan
36	September 5, 2017	Southwest Washington Regional Transportation Council Transportation Policy Board- Vancouver	Joint Presentation of Phase 2 and State Freight Plan
37	September 7, 2017	Kitsap Regional Coordinating Council - Bremerton	Joint Presentation of Phase 2 and State Freight Plan
38	September 8, 2017	Eastside Transportation Partnership- Bellevue	Joint Presentation of Phase 2 and State Freight Plan
39	September 11, 2017	Okanogan County - Omak	Joint Presentation of Phase 2 and State Freight Plan
40	September 12, 2017	Tribal Transportation Planning Organization - Nisqually	Joint Presentation of Phase 2 and State Freight Plan
41	September 19, 2017	South County (King) Area Transportation Board - SeaTac	Joint Presentation of Phase 2 and State Freight Plan

Table E-1: Record of Outreach (continued)

	Date	Event	Purpose
42	September 22, 2017	Peninsula Regional Transportation Planning Organization – Port Townsend	Joint Presentation of Phase 2 and State Freight Plan
43	September 26, 2017	Port of Tacoma, Tide flats Strategic Transportation Planning Roundtable- Tacoma	Joint Presentation of Phase 2 and State Freight Plan
44	September 29, 2017	Interview with KOHO 101 Radio, Wenatchee	Inform: Details on Phase 2 Public Comment Period and Process
45	October 6, 2017	King County – Seashore	Inform: Details on Phase 2 Public Comment Period and Process
46	October 10, 2017	Interview with KPQ Radio Station	Inform: Details on Phase 2 Public Comment Period and Process
47	October 11, 2017	Briefing at Association of Washington Business – Olympia	Inform: Details on Phase 2 Public Comment Period and Process
48	October 12, 2017	Puget Sound Regional Council, Transportation Policy Board - Seattle	Joint Presentation of Phase 2 and State Freight Plan
49	October 17, 2017	Briefing at Commute Seattle	Inform: Details on Phase 2 Public Comment Period and Process
50	October 17, 2017	Washington State Transportation Commission Meeting	Update on Phase 2