PRTPO TECHNICAL ADVISORY COMMITTEE MEETING

July 16, 2026 | 10:00 – 12:00
Zoom Meeting – Login Below

1. 10:00 **Welcome and Introductions**

2. 10:05 **Consent Calendar** ACTION
   - *Approval of Agenda*
   - *Approval of Recap from May 21, 2026 (Attachment A)*

3. 10:10 **Check-in on 2026 Update of the Human Services Transportation Plan** *(Attachment B)* DISSCUSION
   HSTP has been underway since its introduction in April. Thera (the consultant) will provide an update and seek guidance on the development, slated for completion in the fall. Thera Black

5. 10:30 **2027-29 Consolidated Grants Update** *(Attachment C)* DISCUSSION
   PRTPO plays a role in WSDOT's Consolidated Grants process every two years by ranking projects WSDOT receives from the region to assign scores of A, B, C, and D. These scores then inform the final cumulative statewide scores. That process will occur again this fall.

6. 10:50 **Introduction to Regional Transportation Improvement Plan** DISCUSSION
   PRTPO is getting ready to develop the 2027-2032 RTIP, which will be reviewed by the TAC in September and presented to the Board in October. Projects for the Regional Transportation Improvement Plan project list must be entered into the SAW database to be included in the RTIP.

7. 11:10 **Transportation Outlook** DISCUSSION
   Efforts are underway to develop a draft 2025 Transportation Outlook that PRTPO uses to inform and educate legislators and others about important concerns to the region and its members. The TAC is asked to weigh in on draft content, especially the project list.

8. 11:30 **PRTPO Coordinator Updates** BRIEFING
   Short updates to keep members apprised about matters of potential interest.

9. 11:40 **Member Roundtable** ALL
   An opportunity to share information on activities and other topics of interest to members.

NEXT TAC MEETING – September 17, 2026

Join Zoom Meeting
https://us02web.zoom.us/j/81296656214?pwd=IdtWZAvbZk4MO6E8JC8Sfd8fRwRj5f.1
Or by phone: 253 215 8782 US (Tacoma). Meeting ID: 812 9665 6214 Pass Code: 4780

Meeting Recap

ATTACHMENT A

PRTPO TECHNICAL ADVISORY COMMITTEE
May 16, 2026
10:00 – 12:00
Via Zoom

Call to Order
Chair Jayme Brooke called the meeting to order at 10:01.

ATTENDEES

Technical Advisory Committee:

Clallam County	William Habel
Jefferson County	Eric Kuzma
Kitsap County	David Forte
Mason County	Kobree Glaser
City of Sequim	Megan Uecher
Clallam Transit	Jason McNickle
Jefferson Transit	Chair Jayme Brooke
Kitsap Transit	Steffani Lillie
Mason Transit	Amy Asher
Jamestown S'Klallam Tribe	Wendy Clark-Getzin
Lower Elwha Tribe	Susan Mathews
WSDOT Olympic Region	Joe Clodich

Staff:
Thera Black, 3P Transportation Services
Edward Coviello, PRTPO Coordinator, Lead Planning Agency

Other Attendees:
Sam Jefferson, Jefferson County
Katie Cole, City of Sequim

Welcome and Introductions
Chair Brooke started the meeting at 10:00, and each member present introduced themselves.

Approval of Consent Calendar

ACTION: Member Forte moved, and Member Lillie seconded to approve the Consent Calendar. The motion passed unanimously.

Consent Calendar

- ***Agenda***
- ***Recap of March 19, 2026 Meeting***

UPWP Draft, Unfunded Needs Available Funds, & Consolidated Grants

A draft of the UPWP was submitted to the Board in April. A project to review the PRTPO ADA compliance was the only new item added to the unfunded needs list. $40,000 is expected to be available in the summer, so a project from the unfunded needs list needs to be selected. The TAC is asked to provide any updates to the UPWP and to suggest a project for the available funds.

The PRTPO Coordinator Edward Coviello presented the draft Unified Work Planning Program update. The update includes an additional unfunded work element to upgrade the PRTPO website to meet Americans with Disabilities Act requirements. The Washington State Department of Transportation will be making about $40,000 available in July for rural RTPOs to address any unfunded tasks in their UPWPs. As such, the PRTPO staff and Board are requesting the TAC review this addition to the UPWP and provide comments as needed.

Staff estimates that an amount of $10,000 is needed to update the PRTPO website to meet ADA requirements by April 2028. Discussion followed about the unfunded needs section of the UPWP, including needs for GIS data, Hood Canal Bridge coordination, freight transportation coordination, and long-distance bus operations. Member Clark-Getzin motioned to approve forwarding a recommendation to go after the ADA unfunded work element if and when the $40,000 becomes available from WSDOT. Member Hayes seconded, and the TAC unanimously approved the recommendation to move the ADA website and content forward to the June Executive Board for consideration.

Transportation Alternatives

The approximate available Transportation Alternatives funds are $1,337,000. Jefferson County is requesting an allocation of $250,000 for a project.

Coordinator Coviello presented a request to adjust two of the Transportation Alternatives awarded projects. The two projects are from Jamestown S'Klallam Tribe and Jefferson County. Eric Kuzma presented the request from Jefferson County, which asks for an additional $255,000 due to inflationary cost increases. The project is the State Route 19 Rhody Drive, Ped-Bike Improvements – North Segment, Jefferson County.

Wendy Clark-Getzin presented the request for a needed modification to the Carlsborg Crossing, Olympic Discovery Trail project in the amount of $335,348. There is currently $1.38 million available to the PRTPO Region from the Federal Highway Administration Transportation Alternatives fund administered by WSDOT. Each year, the PRTPO is allocated about $335,000-355,000 of funds towards this program. If the funds continue to be allocated, as they have been historically, this will leave about 1.38-1.50 million dollars available for the next call for projects in 2028. Further discussion followed among TAC members.

Member Forte moved to approve, recommending that both the Jamestown S'Klallam Tribes and Jefferson County's projects move forward for approval to the June Executive Board meeting agenda. Member Bateman seconded, and there was unanimous approval by the TAC.

Regional Transportation Improvement Plan

Projects must be submitted to the State Transportation Improvement Plan by August 4 to receive a draft in September for TAC review and approval in October by the Board.

Coordinator Coviello provided an update on the upcoming annual Regional Transportation Improvement Program. Projects are due into the SAW STIP database on August 1st. The draft RTIP will be presented to the TAC in September and to the Executive Board in October.

Human Services Transportation (HSTP) Kick-off
HSTP was introduced at the April in-person retreat. The timeline is still accurate. The consultant is requesting information on human services programs and organizations in the region.

Thera Black of 3P Transportation provided an update on progress for the HSTP. Thera noted that transportation costs are an increasing burden for many people. As such, there appear to be growing questions being fielded by residents on other ways to access their transportation-related destinations. This may be a new area that is documented in the coming draft HSTP. There will be stakeholder meetings in July and further examination of gaps in services throughout the region. Thera noted that the service structures are somewhat separated given the spread-out nature of the PRTPOs' geography. Emphasis will also be placed on tribal outreach as those needs can sometimes be different.

Member Calrk-Getzin asked if school transportation providers will be contacted, as there are many unmet needs accessing schools. Thera noted Wendy's request and will try to approach the school districts about the HSTP. The draft report should be ready in August. Including an online story map to help facilitate the HSTP to a broader reader.

PRTPO Coordinator Updates
Short updates to keep members appraised about matters of potential interest.

Coordinator Coviello provided an update on the annual UPWP meeting with the WSDOT staff. The meeting was held to review the draft UPWP. Some minor changes were recommended, including adding the ADA compliance work for the website and PRTPO documents. Coordinator Parson attended the quarterly MPO/RTPO coordination meeting in Vancouver, WA. The meeting is held to discuss various issues at both the MPO level and RTPO level. There was much discussion about the State's budget crisis and the impact on local transportation services such as the State Ferry's and roadway maintenance. Coordinator Parson recently updated the PRTPO Resource Manual. This document is an all-encompassing guide to the PRTPO and its activities.

Member Roundtable
An opportunity to share information on activities and other topics of interest to members. Member Bateman of Poulsbo updated the TAC on WSDOT multimodal level of service standards.
The meeting closed at 11:35.

DRAFT

ATTACHMENT B

DISCUSSION ITEM

To: PRTPO Technical Advisory Committee
From: Thera Black, 3P Transportation Services
Date: July 9, 2026
Subject: **Check-in on 2026 Update of the Human Services Transportation Plan**

REQUESTED ACTION:
No action is requested.

Summary

PRTPO is updating its Human Services Transportation Plan (HSTP). The HSTP is concerned with rural mobility in general, but especially for those who don't drive due to age, income, or disability.

This periodic HSTP update occurs every four years with the last update completed in late 2022. The HSTP supports WSDOT's administration of the Consolidated Grant program and its funding for important projects that preserve and improve mobility across the Peninsula region. We are about halfway through this update cycle. Work is moving from the research and investigation phase into coordinated engagement with HSTP stakeholders. The Executive Board will receive a draft HSTP in August. General public review and comment will occur in September with final adoption in October.

With this 2026 update we are tapping into the health and human services sector in new ways. Since the last update in 2022, we've learned about Accountable Communities of Health, or ACHs. In the same way that RTPOs bring together transportation providers from across the region, these ACHs bring together the wide range of public, private, tribal, and non-profit health and human service providers from across each region with the aim of fostering coordination and improving health outcomes in their communities. Clallam, Jefferson, and Kitsap County make up the Olympic Community of Health ACH. Mason County, along with Thurston, Lewis, and Grays Harbor County are part of the CHOICE Regional Health Network that serves SW Washington.

Though transportation is not the remit of ACHs, it is a recurring issue raised by health and human services providers and is a top issue in most of the detailed Community Health Needs Assessments I've reviewed for the various service areas, here and elsewhere. Clients and patients who don't drive often have difficulty accessing the services and programs that are available to them, leading to worse health outcomes and putting a strain on emergency management resources. Patient access to behavioral health services is particularly challenging. This underscores the critical role that reliable transportation has on health outcomes. We also know from public transit, tribal, and non-profit transportation providers that access to a broad array of health and human services accounts for the majority of requests for special needs transportation they receive.

Joining together insights from transportation providers with those of human services providers helps us develop a more complete and nuanced understanding of barriers and service gaps than we've been able to compile previously. We are drawing from the collective experience of many thousands of residents supported by our transportation and human services partners, partners who understand in excruciating detail the barriers and gaps in service that their clients navigate and sometimes fall through. This should support good discussion and input from these providers about effective strategies that could address these gaps.

At your meeting I will walk through a working online draft that offers a starting point for the in-depth discussions with human services transportation partners that are getting underway this month. Those discussions will help us to define practical strategies and identify advantageous areas for coordination and cooperation. That input will continue to refine the online content in preparation for broad public review. It will ultimately function as the public facing executive summary for the HSTP and a resource for those pursuing Consolidated Grants. A more complete pdf version will address the full range of WSDOT information needs.

This update will come back to the TAC in September as a part of the public review process.

For More Information:
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ATTACHMENT C

DISCUSSION ITEM

To: PRTPO Technical Advisory Committee
From: Amna Parson, PRTPO Coordinator
Date: July 9, 2026
Subject: **2027-29 Consolidated Grants Update**

Requested Action:

No action is requested.

Background

The PRTPO was informed of the following information in early March.

WSDOT has completed regional ABC ranking allocations for the 2027-2029 biennium Consolidated Grant program. PRTPO has to submit the Regional Ranking Recommendation form 2027-2029 workbook by January 30, 2027. It is the responsibility of PRTPO to collect the final grant applications directly from applicants for review in the regional ranking. Some final applications will not be available until after WSDOT staff reviews the resubmissions due November 13.

Regional rankings and value
The PRTPO will assign an ABC ranking to projects submitted to the Consolidated Grant program. These rankings provide additional points during WSDOT's application evaluation.

Evaluation of applications for the 2027-2029 biennium will be the same process as the last biennium. The evaluation process will automatically award projects with an "A" ranking, assuming there are no fatal flaws and enough funding is available. Therefore, the values of ABC rankings are:

- A = Automatically awarded
- B = 25 points
- C = 12 points
- D = No additional points

PRTPO has the following ranking available:

			2025-2027 obligated rankings (4-year projects)				2027-2029 available rankings remaining			
	2025-2027 allocated rankings	2027-2029 allocated rankings	A	B	C	Total	A	B	C	Total
Peninsula (PRTPO)	22	22	2	1	0	3	6	6	7	19

Awarded two-year projects use ABC rankings from the current biennial allocation (i.e., 2027-2029) and have no effect on ABC ranking allocations for the next biennium (i.e., 2029-2031). ABC rankings used for two-year projects will reset in the next biennium. An example would be:

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- If the PRTPO had a total of 10, with 4 (A), 3 (B), and 3 (C). During the 2025-2027 Consolidated Grant program cycle, the PRTPO used its ABC regional rankings for two-year projects only and didn't use its ABC rankings for any four-year projects. As such, during the 2027-2029 Consolidated Grant program cycle, the number of regional rankings WSDOT will allocate to PRTPO will be the full amount (10) because XYZ RTPO didn't have any four-year awarded projects to subtract from its 2027-2029 allocation.

When WSDOT awards a four-year project, they subtract the ABC ranking associated with the project from RTPO's next biennial ABC ranking allocation. For example:

- If the PRTPO had a total of 10, with 4 (A), 3 (B), and 3 (C). During the 2025-2027 Consolidated Grant program cycle, PRTPO allocated two "A" rankings and three "B" rankings to five four-year projects. WSDOT subsequently awarded all the projects. In the 2027-2029 biennium, PRTPO must subtract two "A" rankings and three "B" rankings from its prior cycle ABC ranking allocations from the 2025-2027 four-year projects. As such, XYZ RTPO has the following ABC rankings for the 2027-2029 Consolidated Grant program cycle 2 (A), 0 (B), and 3 (C).

The following is an excerpt from the information needed for the ranking submission:

Legal Name of Organization	Doing Business As	Project Title	Project Description	TYPE OF PROJECT		Requested funds from WSDOT		
				Sustaining, Expansion, or New	Capital, Operating, Mobility Management or Planning Project	2027-2029	2029-2031	Project Grade assigned by RTPO/MPO (A, B, C, D)

Next Steps

For Executive Board approval in December, the applicants will need to submit projects to the PRTPO staff by November 1, 2026 for TAC review and ranking at the November meeting. For questions about and/or technical assistance with the grant application, please reach out to our Grants Team at PTDGrants@wsdot.wa.gov. This is the full timeline:

- September 9th – Applicants submit Consolidated Grants applications to Grants Management System (GMS) by 3pm
- November 1st – Submit project applications to the PRTPO staff
- November 19th – TAC ranks the projects and recommends ranking to the Executive Board
- December 18th – Executive Board approves the TAC-recommended project ranking
- January 30th – Finalized ranking is submitted to WSDOT by PRTPO staff

For More Information:
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