



**ALASKA COMMUNITY AND PUBLIC TRANSPORTATION ADVISORY BOARD  
MEETING SUMMARY  
June 24-25, 2014**

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**PARTICIPANTS: JUNE 24 PUBLIC STAKEHOLDER FORUM**

**C&PTAB MEMBERS**

- Lucas Lind, Alaska Mental Health Trust
- Doug Bridges, Nonprofit Organization
- Heidi Frost, Transportation Expert/Disabilities
- James Starzec, Public at Large
- Jennifer Beckmann, Transportation Expert/Low Income
- Lawrence Blood, Denali Commission
- Sharon Scott, Public at Large

- Robbie Wuitschick, Valley Mover
- Louis Friend, Chickaloon Native Village
- Rachel Greenberg, Mat-Su Senior Services
- Jennifer Tew, Valley Mover
- Barry Bennett, USSI
- David Levy, Alaska Mobility Coalition (phone)

**STAKEHOLDERS**

- Kim Schlosser, Sunshine Transit
- Naomi Nelson, Mat-Su Transit Coalition
- Bryan Geary, Mat-Su Transit Coalition
- Roberta Tew, Valley Mover

**OTHERS**

- Eric Taylor, Department of Transportation and Public Facilities

**FACILITATOR**

Marsha Bracke, Bracke and Associates, Inc.

**PARTICIPANTS: JUNE 25 MEETING**

**C&PTAB MEMBERS**

- Lucas Lind, Alaska Mental Health Trust
- Cheryl Walsh, Department of Labor and Workforce Development
- Doug Bridges, Nonprofit Organization
- Duane Mayes, Department of Health and Social Services
- Heidi Frost, Transportation Expert/Disabilities
- James Starzec, Public at Large
- Jeffrey Ottesen, Department of Transportation and Public Facilities, Chair
- Jennifer Beckmann, Transportation Expert/Low Income (phone)
- Lawrence Bredeman, Tribes
- Lawrence Blood, Denali Commission
- Patricia Branson, Transportation Expert/Seniors, Vice Chair
- Sharon Scott, Public at Large

**STAKEHOLDERS**

- Kim Schlosser, Sunshine Transit
- Naomi Nelson, May-Su Transit Coalition

**OTHERS**

- Ezekiel Kaufman, Department of Health and Social Services (alternate)
- Eric Taylor, Department of Transportation and Public Facilities

**FACILITATOR**

Marsha Bracke, Bracke and Associates, Inc.

**ATTACHMENTS**

The following documents are included as attachments to this meeting summary:

- Attachment A: Flip Chart Transcript

- Attachment B: C&PTAB Recommendation – Alternative Fuels
- Attachment C: C&PTAB Draft Performance Measures
- Attachment D: C&PTAB Recommendation – Long Range Transportation Plan
- Attachment E: C&PTAB Recommendation – Medicaid Waiver Transportation Rules

## **PUBLIC STAKEHOLDER FORUM**

With the support of the Mat-Su Transit Coalition, the Community and Public Transportation Advisory Board (C&PTAB) participated in a public stakeholder forum designed to inform the C&PTAB about the Mat-Su Valley coordinated community and public transportation system, challenges and opportunities. Speakers included Jennifer Beckmann, C&PTAB, introducing the role and members of the C&PTAB, and Mat-Su Transit Coalition members including Naomi Nelson, Kim Schlosser-Sunshine Transit, Louis Friend-Chickaloon Native Village, Jennifer Tew-Valley Mover, and Rachel Greenberg- Mat-Su Senior Services. The Mat-Su Transit Coalition PowerPoint presentation provided during that session is available by request from the facilitator. Lessons learned from the session were gathered at the beginning of the meeting on June 25, and are included in Attachment B, Flip Chart Transcript, on pages 5-6 of this summary.

## **MEETING AGENDA**

### **Alternative Fuels Phase 1 Report**

C&PTAB reviewed and refined a draft letter to the Governor delivering its conclusion about Alternative Fuels for public transportation fleets. A copy of that letter is included as Attachment B. The letter will be delivered to the Governor and the legislature in the ensuing weeks, and the conclusion will be communicated in the group's annual report.

### **Performance Measures**

The C&PTAB reviewed its work to date on performance measures and sought to identify those reflecting on the group's performance that showed measurable progress in the pursuit of coordination over the next year based on its work plan and its definition of coordination. To that end, C&PTAB refined its definition of coordination to read:

Coordination is:

- ◆ An ongoing strategy of committed funders, providers and stakeholders working together to improve both local and statewide transportation options through planning, shared resources, and consolidation of programs.

Attachment C provides the performance measures generated at the meeting based on goals essential to demonstrating progress on C&PTAB strategies. The facilitator will revamp the work plan to embed the goals and performance measures as appropriate, and the performance measures subcommittee will review and refine at its next conference call.

### **Long Range Transportation Plan**

The C&PTAB reviewed its inputs and draft recommendation regarding the Long Range Transportation Plan, and offered two additions to be included and officially provided as its recommendation on the document. Additions included asking the plan to emphasize the need to provide opportunities for safe pullouts, waiting areas and pedestrian access in LRTP policy for all transportation projects on existing or planned transit routes, and to specifically recognize the C&PTAB as a key factor in ensuring coordinated funding and services in the future. The full recommendation is included as Attachment D. It will be delivered within the next couple weeks to the Department, and the recommendation itself will be communicated in the C&PTAB annual report.

### **Medicaid Rules and Medical Transportation**

Ezekiel Kaufman, DHSS, provided the group a matrixed comparison of the existing and proposed rules respective to Medicaid waiver transportation. C&PTAB discussed the changes and came to several consensus-based conclusions. Those conclusions are documented with the matrixed form, included as Attachment E, and will be distributed for C&PTAB review and then to the Department by noon, Friday. Essentially, the group encouraged Medicaid to continue to generate rules that stimulate coordination, efficiencies, and the most appropriate ride.

The medical transportation subcommittee will reconvene as a follow-up to this discussion and consider its next steps and draft recommendations report to present to the C&PTAB at its next meeting.

### **Interagency Working Group**

Duane Mayes reported the Interagency Working Group has a meeting scheduled for June 26, 2014. Information about the results of that meeting will be forthcoming.

### **Next Steps and Meeting**

C&PTAB State Agency members will provide 2014 transportation data to Marsha by August 15 to incorporate in the draft annual funding review report. The draft report, embedded this time into the group's formal annual report, will be subject to review at the September meeting.

The group will also discuss and come to conclusions regarding its recommendation around medical transportation at the September meeting.

Specific to the transportation conference, the group came to no conclusion as to what it needed to share with or glean from stakeholders at that meeting. Members are to get their ideas to Marsha prior to the next conference call on July 7. Subsequent to that, Marsha will advise DOT&PF as to whether or not the group needs any time on the conference agenda. In the interim, DOT&PF will share with the C&PTAB what kind of experience they want for stakeholders there in the event that prompts an opportunity for the C&PTAB to support that objective.

### **Action Items**

1. Marsha will finalize letter on Alternative Fuels and work with Eric to distribute to Governor and legislature
2. Eric will establish a web link to the final Alternative Fuels Report
3. Marsha will update the work plan, embedding goals and performance measures, and take to the performance measures subcommittee for review prior to bringing back to the group
4. Marsha will finish and distribute the LRTP recommendation to DOT&PF as revised
5. Marsha will distribute the C&PTAB inputs regarding Medicaid waiver transportation to the group by Thursday morning; members will review the document by close of business Thursday; Marsha will deliver to DHSS on Friday by noon
6. Ezekiel will make a matrixed comparison of existing and proposed Medicaid transportation rules available to the group for review and input at its next conference call.
7. The medical transportation subcommittee will reconvene and bring to the September meeting a proposed final recommendation report. This report will be made available to members two weeks prior to the September meeting for review.
8. Eric will provide an overview to the group about the transit conference purpose and desired outcomes during the next conference call to help the C&PTAB determine how it can provide value.
9. All C&PTAB members will send to Marsha ideas about how to use the transit conference prior to the next conference call.
10. C&TPAB will make a decision on the next conference call about its process and schedule needs at the transit conference. Marsha will report those results to DOT&PF immediately after.
11. The C&PTAB desires a more formally produced and more illustrative (pictures/examples) annual report for the next year. To that end, each C&PTAB must contribute the types of examples, pictures and stories from their experience to populate that report. Inputs are due to the facilitator by September 15, 2014.
12. All state agencies will update their text and data sections of the annual funding review and provide that input to Marsha by August 15, 2014.

## **ALASKA PUBLIC AND COMMUNITY TRANSPORTATION BOARD**

**JUNE 25, 2014**

### **ATTACHMENT A: FLIP CHART NOTES**

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#### **PUBLIC STAKEHOLDER LESSONS LEARNED**

- Different organizations, purposes, sizes, audiences, providers, geographies
- Number of vehicles
- Committed, knowledgeable people
- Connecting to each other's systems
- Focus on meeting community needs
- Example of how complicated regional transportation can be
- No single source of information/government body
- Agencies competing for same funding
- Question cost per ride for senior services – not including maintenance
- Consolidation might foster involvement with city and borough – one common voice
- Argument harder to make when numbers are questionable
- Real cost of taxi vouchers – opportunity to streamline/pursue
- Challenge to consolidate in six months
- Effort to provide service in huge area to small population
- Transportation is a basic need
- Chickaloon is a public system
- Confused about MASCOT/Taxi programs
- Dynamic of where we choose/have to live
- People have right to live where they want to live – Question about whether to expect level of service
- Regionalizing senior centers a major first step
- Geographies not equal
- Consolidation – role model for state
- Built-in advantages of being on road system
- Mat-Su Borough government not involved
- Address coordination issues at IWG level as appropriate

#### **L RTP**

- Add: Support for transit incorporated in all projects on existing or planned transit routes. Safe pullouts, waiting areas and pedestrian access are incorporated in LRTP policy
- Add: Specific statement re C&PTAB

#### **SEPTEMBER AGENDA**

- IWG – report
- Medical Transportation – draft report and recommendations

- Annual funding review (2014 data by 8/15; draft by 9/15 for group review)
- Annual Report – recommendations on Alternative Fuels and LRTP
- Shorter
- More visually attractive/Graphically appealing
- Look at Labors
- Score card/one page summary
- Where we went/why important/ what did we learn/more pix/stories

#### CONFERENCE CALL

- DOT – describe what you want out of conference
- Conference agenda – go or no go and get back to Stephanie – potential effect of government on transit –regulation and funding
- Out of the box ideas
- Debate
- Medicaid rules input

#### ACTION ITEMS

13. Marsha will finalize letter on Alternative Fuels and work with Eric to distribute to Governor and legislature
14. Eric will make web link to Alternative Fuels Report
15. Marsha generate group input regarding Medicaid waiver; group review by close of business Thursday, Marsha deliver Friday
16. Zeke/medical transportation follow-up with Medicaid rules comparison
17. All provide annual report examples/pictures/stories
18. All provide input on how to use conference (what we did with what we got last year; workshop –calculating costs, link to new objectives/performance measures; get evaluation/theme (what is community transportation)



## Alaska Community and Public Transportation Advisory Board

c/o Division of Program Development  
Alaska Department of Transportation & Public Facilities  
P.O. Box 112500  
Juneau AK 99811-2500

June 25, 2014

Governor Sean Parnell  
State of Alaska  
P.O. Box 110001 Juneau, AK 99811-0001  
Juneau, AK 99811-2500

Dear Governor Parnell:

Per the required task of the Alaska Community and Public Transportation Advisory Board (C&PTAB) to “analyze the use of alternative fuels, including compressed natural gas, liquefied natural gas, propane, and biodiesel in the community and public transportation vehicle fleets and make use for the use of alternative fuel vehicles where cost effective” (AS. 44.42.095.f), please accept this report and recommendation.

During 2013-2014, DOT&PF contracted with consultant to produce the Alternative Fuels, Public Fleets Phase I Technical Memo dated May 2014. The purpose of the project was to research, interview stakeholders, and conduct an energy supply analysis of community fleets in five Alaska areas to determine the viability of pursuing alternative fuel fleets in Alaska.

The report found that due to issues of fuel availability, limited fueling infrastructure and high cost of fleet conversion (vehicles, parts, maintenance facilities and training), conditions were not economically conducive in the near term to the use of alternative fuels for transit fleets in any of the communities explored.

The C&PTAB studied this report and discussed it with DOT&PF staff and consultant during their May 5, 2014 meeting in Sitka. Ultimately, C&PTAB concurred with the consultant’s suggestion not to pursue Alternative Fuel fleets at this time. The C&PTAB expressed interest in following the progress of Juneau’s Electric Vehicle Initiative, where matching grant funding will support development of eight electric vehicle charging stations throughout the community.

To that end, the C&PTAB has completed this assignment, noting that should some substantial change occur in the future specific access to fuels or other regulation, the state may want to take another look at the option.

Should you have further questions about this report, please feel free to contact Eric Taylor, Transit Programs Manager, [eric.taylor@alaska.gov](mailto:eric.taylor@alaska.gov), 907-465-8958.

On behalf of the C&PTAB,

Jeff Ottesen, Chair  
Community and Public Transportation Advisory Board

cc:

Commissioner Patrick Kemp, Department of Transportation and Public Facilitators  
State Legislators



**C&PTAB MEETING JUNE 25, 2014**  
**PERFORMANCE MEASURES – IMPACT OF C&PTAB EFFORTS**

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**ATTACHMENT C**

***DISCUSSION: What demonstrable progress/impact has CPTAB made to make coordination a reality?***

Coordination is:

- ◆ An ongoing strategy of committed funders, providers and stakeholders working together to improve both local and statewide transportation options through planning, shared resources, and consolidation of programs.

Goal 1: Accessible Taxi Ordinance

- PM: Number of municipalities who have considered the ordinance (X number by date)

Goal 2: Consistent method of calculating Cost of Service

- PM: Produce standard method of calculation (by x date)
- PM: Number of providers using accepted methods of measuring delivery costs by X date
- PM: Compare this year/next year of same service/not compare providers

Goal 3: Increase coordination practices amongst regional stakeholders

1. Produce inventory of coordination models (regions fill out, informational source, share on website, show strengths and weaknesses)
  - PM: Six models complete/posted by July 2015
2. Using/expanding existing DOT coordination structure requirements, require the establishment and support of community/region-specific coordinated transportation task force as a prerequisite to receiving any state grants or state funding (to include reaching out to private funders to consider the same)
  - PM: Increased number of state/grant funding policies requiring coordination
  - PM: Decrease in funding to non-coordinated efforts
3. Generate and apply a framework to evaluate the level of coordination among regional providers
  - PM: Evaluation framework generated
  - PM: Number of regions using evaluation tool (with quantifiable performance measures embedded in the evaluation)
4. (Could include Pat's municipality outreach within this goal)

Goal 4: All existing and proposed state regulations that either directly or indirectly affects community and public transportation come to the CPTAB for review and comment

- PM: Goal 4 assigned to the CPTAB as a Task in State Law during the 2015 legislative session
- PM: Number of regulations about which a statement is issued by the CPTAB
- PM: Number of barriers or conflicts identified and addressed
- PM: Increase in number of coordinated/less conflicting regulations

DRAFT



July 2, 2014

## Alaska Community and Public Transportation Advisory Board

c/o Division of Program Development  
Alaska Department of Transportation & Public Facilities  
P.O. Box 112500  
Juneau AK 99811-2500

Governor Sean Parnell  
State of Alaska  
P.O. Box 110001 Juneau, AK 99811-0001  
Juneau, AK 99811-2500

Dear Governor Parnell:

Per the Community and Public Transportation Advisory Board's (C&PTAB) task to work with the Department of Transportation and Public Facilities (DOT&PF) to inform the development of the Statewide Long Range Transportation Plan (LRTP), the C&PTAB has reviewed draft materials and recommends the LRTP include the following important points:

1. The LRTP should acknowledge that community and public transportation is an essential part of Alaska's transportation vision, as the service provides efficient mobility options for all populations to get to and from work, services, shopping, family and more.
2. As LRTP data indicates, the mobility demands of Alaska's growing senior population will be at least four times larger in 2035 than it is in 2010. In light of this trend and the needs of other people with disabilities and special circumstances, the LRTP should emphasize transportation system characteristics and service requirements needed to meet the mobility demands of this growing segment of Alaska's population.
3. To that end, the LRTP should reflect the need to accommodate as much as possible accessibility options on existing or planned transit routes, specifically including safe pullouts for buses, waiting areas, and pedestrian access.
4. Coordination of services and systems across all entities associated with community and public transportation is essential to achieving an effective and efficient system providing the best use of Alaska's collective resources. Consolidation of various transportation supports across state agencies and providers in a given area, with committed investment by local government, should be considered as a strategy to secure the most efficiently organized and administered service, and warrants mentioning in the LRTP.

Given the "silosed" distribution of federal funding streams for transportation services to separate state agencies and the challenges associated with coordinating those funds, the LRTP should recognize coordination and/or the C&PTAB as a key factor in ensuring funding is leveraged and services coordinated in Alaska's future.

On behalf of the C&PTAB,

Jeff Ottesen, Chair  
Community and Public Transportation Advisory Board

cc:

Commissioner Patrick Kemp, Department of Transportation and Public Facilitators  
State Legislators

**Alaska Community and Public Transportation Advisory Board**  
**Comments: SOA/DHSS 1615(c) Waiver Transportation Proposed Rules**  
**June 25, 2014**

Table 1. <i>Amendments to SOA/DHSS 1915(c) Waiver Transportation Regulations Crosswalk</i>		
Adopted on July 1, 2013	Proposed Amendments to July 1, 2013 version	C&PTAB Comments
7 AAC 130.290(a)(1) – The department will pay for transportation services that are provided in accordance with the department’s <i>Transportation Services Conditions of Participation</i> , adopted by reference in 7 AAC 160.900.	No change	
7 AAC 130.290(a)(2) - The department will pay for transportation services that are approved under 7 AAC 130.217 as a part of the recipient’s plan of care.	No change	
7 AAC 130.290(a)(3) – The department will pay for transportation services that receive prior authorization	No change	
7 AAC 130.290(a)(4) – The department will pay for transportation services that are provided in a vehicle that is owned or commercially leased by an agency that is a home and community-based waiver services provider	7 AAC 130.290(a)(4) – The department will pay for transportation services that are provided in a vehicle that is owned or commercially leased by an agency that is a home and community-based waiver services provider, unless otherwise approved under (b) of this section; the department will not certify, as a provider of services under 7 AAC 130.220(b)(1)(K), any agency that uses only employee – or volunteer – owned vehicles for that service.	Changes to this section represent a good step forward  The C&PTAB specifically seeks language that encourages and supports coordinated transportation in a manner that is cost effective, appropriate, and leveraged through funding requirements. Provide clarification as to how these rules support coordinated efforts to leverage funding and help people live their lives.  Define ‘no transportation options’ and ‘natural supports’
	7 AAC 130.290(b) Notwithstanding (a) of this section, the department may approve transportation services in an employee– or volunteer–owned vehicle for a recipient that lives in a rural area where no other transportation options or no natural supports are available; an agency that authorizes an employee or volunteer to transport a recipient in an employee- or volunteer-owned vehicle must document that <ul style="list-style-type: none"> <li>(1) the vehicle is safe and suitable for the transportation needs of the recipient;</li> <li>(2) the driver is capable of transporting the recipient in a safe manner; and</li> <li>(3) Either the agency or the driver has automotive liability insurance for the employee- or volunteer-owned vehicle that includes coverage, in the event of an accident, for any recipient.</li> </ul>	

<p>7 AAC 130.290(b) – The department will consider services to be transportation services under this section if the services enable a recipient and, if necessary, an escort that receives prior authorization under (a)(3) of this section, to travel round trip between the recipient’s residence and another location where</p> <ul style="list-style-type: none"> <li>(1) home and community-based waiver services are provided;</li> <li>(2) other services and resources are available;</li> </ul>	<p>7 AAC 130.290(c) – The department will consider services to be transportation services under this section if the services enable a recipient and, if necessary, an escort that receives prior authorization under (a)(3) of this section, to travel to and return from locations where</p> <ul style="list-style-type: none"> <li>(1) Home and community-based waiver services are provided; or</li> <li>(2) Other services and resources are available.</li> </ul>	
<p>7 AAC 130.290(c) – For purposes of (b) of this section, a round trip may include intermediate stops. However, those intermediate stops may not be billed separately as trips under (b) of this section.</p>	<p>7 AAC 130.290(d) – The department will pay for trip segments that</p> <ul style="list-style-type: none"> <li>(1) Transport a recipient from one location to another location, except incidental stops shall not constitute a location where a trip segments begins or ends; and</li> <li>(2) Are documented in a travel log that includes <ul style="list-style-type: none"> <li>(A) The name of the recipient and any escort;</li> <li>(B) The date the service is provided;</li> <li>(C) Time at the beginning and end of each trip segment;</li> <li>(D) The pick-up point and drop-off location for each trip segment;</li> <li>(E) The mileage for each trip segment; and</li> <li>(F) If the vehicle operator waits for the recipient, the time at the beginning and end of that waiting period.</li> </ul> </li> </ul>	<p>Regarding 7(2)(E), consider the impact on coordinating trips with multiple riders and the administrative burden on providers.</p>
<p>7 AAC 130.290(d) – The department will not pay under this section for</p> <ul style="list-style-type: none"> <li>(1) Medical transportation services that are authorized under 7 AAC 120.400 – 7 AAC 120.490;</li> <li>(2) Transportation under 7 AAC 130.260 – 7 AAC 130.265;</li> <li>(3) Transportation to destinations that are not located in the recipient’s community unless approved by the department in the recipient’s plan of care.</li> </ul>	<p>7 AAC 130.290(e) – The department will not pay under this section for</p> <ul style="list-style-type: none"> <li>(1) No change</li> <li>(2) No change</li> <li>(3) Transportation to destinations that are over 20 miles from the recipient’s residence, unless approved by the department in the recipient’s plan of care; or</li> <li>(4) Transportation to run errands for a recipient without the recipient’s presence in the vehicle.</li> </ul>	<p>Change to reflect that the higher (20 miles plus) rates will not be paid unless there is an approved plan of care, but the lower standard rate will be maintained regardless.</p> <p>Regarding 7(4) change ‘run errands to ‘perform tasks’</p>
<p>7 AAC 130.290(e) – In this section,</p> <ul style="list-style-type: none"> <li>(1) “escort” means an individual that <ul style="list-style-type: none"> <li>(A) Accompanies a recipient on round trip travel described in (b) and (c) of this section in order to</li> </ul> </li> </ul>	<p>7 AAC 130.290(f) – In this section,</p> <ul style="list-style-type: none"> <li>(1) “escort” means an individual that <ul style="list-style-type: none"> <li>(A) Accompanies a recipient on travel described in (c) and (d) of this section in order to meet the recipient’s</li> </ul> </li> </ul>	<p>Good change respective to the definition of round trip</p> <p>Regarding 7(2) change ‘run an errand’ to ‘perform tasks’</p>

<p>meet the recipient's mobility needs; and</p> <p>(B) Is not another recipient, the driver of the vehicle, or another member of the provider's staff;</p> <p>(2) "round trip" means transportation from the recipient's residence to the farthest point of travel and return from that point to the recipient's residence.</p>	<p>mobility needs; and</p> <p>(B) Is not another recipient, the driver of the vehicle, or another individual employed by the provider, unless that individual is a provider anther home- and community-based waiver service or personal care services under 7 AAC 125.010 – 7 AAC 125.199 at the time that individual acts as an escort;</p> <p>(2) "incidental stop" means an interval of limited duration during which the time the recipient may or may not leave the vehicle, and the vehicle operator waits for the recipient or disembarks to run an errand for that recipient while the recipient remains in the vehicle;</p> <p>(3) "trip segment" means travel to a location where the recipient disembarks for an approved purpose, and the vehicle operator</p> <p>(A) Leaves the recipient at that location for pick up at a later time by that or another vehicle operator; or</p> <p>(B) Remains at that location because the distance involved in travel to that location makes it unfeasible for that or another vehicle operator to pick up the recipient at a later time.</p>	
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