

# Transportation Cooperative Committee Meeting Minutes

September 23, 2021 - 9:00am-12:30pm - Via Zoom

## Next meeting

Thursday, November 18, via Zoom

## Attendees

Daniel Burke	Dee Lam
Nick Burton	Mark Lancaster
Ryan Carillo-Kovach	Chris Lee
Patricia Chen	Nicole Longoria
Gabriel Corley	Trina Lul
Boris Deunert	Brent Maue
Arnold Dichosa	Robert Peterson
Marina Espinoza	Laura Quintana
Teresa Favila	Miguel Ramos
Desiree Fox	Mary Reyes
Sherri Graham	Bruce Roberts
Lonora Graves	Mark Samuelson
Felicia Haslem	Maura Twomey
Daniel Hawk	Lamin Williams
Kelly Hobbs	Najee Zarif
Sarkes Khachek	Notetaker: Susan Herman
Sujaya Kalainesan	

## Agenda Committee

Dee Lam, meeting chair  
Patricia Chen  
Robert Newman  
Sherri Graham  
Mark Samuelson  
-vacant

## Desired outcome:

Identify strategies to improve TCC effectiveness. Review and assess our effectiveness, validate the charter, set direction and priorities for the future.

## Charter/Purpose

California Transportation Coop Committee serves to:

- Address transportation funding, procedural and legislative issues related to project delivery from a local perspective. (reviewed January 2021).
- Enhance the working relationship between cities & counties, COGs and RTPAs, Caltrans, CTC and FHWA. This extends to improving communication with all stakeholders. Collaboration is a key method. (reviewed January 2021)
- Spread information and improve access to all stakeholders through the use of technology. (reviewed January 2021)
- Partner with Caltrans and FHWA to improve efficiency and enhance the ability to meet all stakeholder needs. (reviewed January 2021)

## Ground Rules

Start on time. End on time or early.  
Identify if you have to leave early and have an agenda item.  
Consensus decisions. You must be able to live with it.  
Keep side conversations silent.  
Send alternate if you are not able to attend.

## Upshot

These are the assignments made at the meeting. As new ones are added they will be appended to the list. As assignments are completed or closed, they will be marked as Complete or Closed but left on the list for one meeting. This will provide a running record of assignments made at these meetings.

Item number	Status	Leads	Action	Date created	Target date
177	Closed— this item is now being reported on regularly	Felicia, Sujaya	<p>Database project. Working with IT to access project funding by locals. ADA remediation in progress; data warehouse being looked at and use of Tableau.</p> <p>On 5/28/20 Patricia clarified this item's purpose: Find a way for local and regional agencies to access data (FADS, other sources) that would help them monitor progress toward critical project deadlines and prevent inactive obligations. Now that ADA updates are complete, Mark will identify an IT team to conduct demonstrations of Tableau and/or other tools &amp; evaluate usability.</p> <p>On 7/23/20 Mark reported on progress and invited members of the TCC to be part of the subgroup to develop database access procedures.</p> <p>9/24/20: see discussion item 7.1</p> <p>11/19/20: Discussion 7.3; Dashboard template, data queries, and reports are being refined.</p> <p>1/21/21: Discussion 7.1; Districts will test in February, data to be used for quarterly status meetings beginning in March. Rollout to agencies anticipated in April</p> <p>5/27/21: Programming logic to get PED tab ready for use—goal by end of June. 4 tabs for Federal data are also targeted for completion at end of 2021.</p> <p>7/29/21: see Discussion 9</p>	05/30/19	End of 2021

			9/14/21: Meeting of DLA Office Chiefs – determined #185 closed Action Item.		
179	Closed—this item is now being reported on regularly	Rick, Kelly, Tom, Najee, Boris	<p>Workgroup on Environmental Review process challenges; E4/E5 get a better picture of what the actual problems are</p> <p>Kelly’s team will follow up with Rick (input from counties) and Jason (input from cities) and lead a “forensic analysis” of environmental review-related project delays</p> <p>On 5/28/20 item 172 was folded into this item, shifting focus away from changing the NEPA assignment’s MOU language towards refining NEPA process and procedures based on outreach, “smart” PES forms, and other changes Kelly Hobbs is overseeing.</p> <p>181 and 182 were also folded into this item</p> <p>7/23/20: See discussion under Agenda Item 8</p> <p>9/24/20: see discussion item 7.2</p> <p>11/19/20: See discussion item 7.4; Value analysis and smart PES form are in progress</p> <p>1/21/21: See discussion 7.2; main reasons for environmental delays identified, solutions include education on PES form and update of the form itself. Additional subcommittee members sought to continue analysis and create new proposals.</p> <p>5/27/21: CEQA for NEPA project still under discussion in the workgroup. PES form—draft model is being piloted with active projects. TCC members are requested to send names to Kelly so feedback from partners can be completed. Two process models: one where local agency does PES form; other where Caltrans staff starts the PES form. Continuing to look at other issues that affect environmental process. See Agenda Item 11 and meeting materials: crosswalk from old process to new, showing updated requirements and streamlining.</p> <p>7/29/21: See discussion 10</p> <p>9/14/21: Meeting of DLA Office Chiefs – determined #185 closed Action Item.</p>	09/26/19	2021

183	Open	Bruce	<p>Clarify consultant selection process by comparing Public Contract Code and Government Code citations regarding procurement of architectural and engineering (A &amp; E) services. Are the codes in conflict? Which code do local agencies follow when funds pass through Caltrans for low-cost transportation projects?</p> <p>Letter sent to Legal for opinion on May 19, 2020</p> <p>7/23/20: See discussion under Agenda Item 8</p> <p>9/24/20: Dee will advise on any further actions needed; see discussion item 7.6</p> <p>11/19/20: Further report to be provided at January meeting</p> <p>1/21/21: still undergoing legal review</p> <p>5/27/21: Legal review is complete; it has informed updates to Ch 10 LAPM. Maura Twomey will be part of stakeholder review committee for Ch 10, which will begin work in early summer.</p> <p>7/29/21: Item re-assigned from Kamal Sah to Bruce; he will update next time</p> <p>9/23/21: update to be given in November</p>	01/23/20	2021
184	Closed	Mark	<p>Shorten allocation request process to fewer than 58 days—complete Lean 6 Sigma phases 2 and 3. See Discussion Item 9.</p> <p>5/27/21: Action item has been delegated to Jaime. It is part of 2021 Strategic Objectives and will move off the Action Item list.</p> <p>9/14/21: officially closed</p>	1/21/21	2021
186	Open	TCC Agenda committee	<p>Re-authorization of federal transportation bill. Present summary of new proposals in federal reauthorization such as Safe Routes to School, climate, selling toll credits to other states—how would these impact State and Local programs? Invite Giles Giovinazzi or Nicole Longoria.</p>	5/27/21	November 2021

			7/29/21: Nicole will provide an update next time. 9/23/21: See Discussion 11		
187	Open	Jeanie	Use of State budget surplus to move some funding for bridges into Local to allow the HBP program to meet its performance measures on NHS. Same for HSIP. Jeannie will take this back for discussion with Michael Johnson and peers on project delivery side.  7/29/21: Dee will re-convene with Jeanie on her return from time off.  9/23/21: Dee: Budgets to provide update at TCC meeting 11/18 Sherri Graham – Will schedule Budgets representative to provide overview; drafted on 11/18 agenda	5/27/21	November 2021

**Agenda Item 1. Introductions**

**Agenda Item 2. TCC Meeting Guidelines and Recording, Sherri Graham**

**Agenda Item 3. DLA Update and TCC Members, Dee Lam**

- 3.1. The Division is focusing heavily on program & project management, engagement, and continuous improvement
- 3.2. Joint training with RTPA group was well attended
- 3.3. Success on meeting critical milestones, led by Implementation team
- 3.4. Organizational assessment to begin soon
- 3.5. Dee has been working with State Programs office for 3 weeks
  - 3.5.1. She highlighted the successful ATP Next Steps workshop a few weeks ago.
  - 3.5.2. Also highlighted Active Transportation Resource Center’s (ATRC) resources, particularly the Disadvantaged Communities Technical Assistance Program (DAC). The more applicants, the better-tailored the program will be.
  - 3.5.3. October 26-28 ATP Symposium. Please sign up. Link: <https://caatpresources.org/1524>
- 3.6. Need one more agenda-setting member for the TCC. Please volunteer.

**Agenda Item 4. FHWA Update, Dan Hawk**

- 4.1. FHWA reviews to begin Oct 1: Agency force account, Value engineering (VE) program
- 4.2. California Division Office will issue new policy on acquisition of right of way as part of the PE>10 ROW>20 rule.
- 4.3. DBE program: Caltrans policies/procedures were reviewed by a headquarters technical team. Deficiencies were noted in the Commercially Useful Functions and Good Faith Procses areas. Training will be provided in upcoming year to address this.

- 4.4. Finance. Current inactive rate is about 1.63%. Grateful to LPAs for getting projects billed, and DLA Office of Project Implementation.
- 4.5. No updates on Surface Transportation Bill.

#### **Agenda Item 5. RTPA Update, Patricia Chen**

- 5.1. The August 17 RTPA group talked about budget provisions that would have provided new transportation funding. Still waiting for those.
- 5.2. At that meeting the legislative panel included Keith Dunn, Self-help Counties Coalition. Bill Higgins, CALCOG. Keith Duncan, Caltrans. Paul Golaszewski, CTC, Michael Pimentel from CTA. This was a great model of how to look at things from different angles; TCC might consider hosting similar panels in future.
- 5.3. Update on ATP—site visits. If an agency is planning an application for ATP funding, CTC staff will visit the site. Sometimes elected officials will attend also. Virtual visits now during COVID. Staff will provide tips on the types of improvements that may work best for safety.
  - 5.3.1. Kelly Hobbs commented that the Office of Environmental Compliance and Outreach has a training available using your Preliminary Study Form as a tool for pre-scoping projects in advance of federal funding, tips and tricks, and best practices. Training is 30-40 minutes.

#### **Agenda Item 6. CTC Update, Teresa Favila**

- 6.1. Governor last week signed AB 361 extending the Bagley-Keene Open Meeting Act, so CTC will continue meetings virtually. December 2021 may be hybrid format.
- 6.2. Next CTC meeting is October 13-14
- 6.3. CTC is partnering with Caltrans and CSUS on ATP symposium (see link above in Dee's comments)
- 6.4. ATRC workshops begin in November
- 6.5. Continuing from Patricia's comments, the CTC Site visits help agencies determine how to package their project.
- 6.6. SB-1 workshops have launched, first LPP workshop was 9/22 with many more scheduled.
- 6.7. The \$500M we had hoped would be allocated to ATP in the May revise did not come to fruition. There was no agreement, thus no augmentation. ATP lost out, as did other programs.
  - 6.7.1. We hope this is picked up in the January Governor's Budget. Anticipate that it will be discussed in October CTC meeting.
  - 6.7.2. Chris Lee commented: interesting reference to this debate in this veto letter from yesterday: <https://www.gov.ca.gov/wp-content/uploads/2021/09/AB-604-9.22.21.pdf>

#### **Agenda Item 7. Caltrans Office of Race and Equity, Lonora Graves**

- 7.1. Lonora shared a presentation in celebration of one year since the Office of Race and Equity was established (August 2020). Was fully staffed as of last month.
- 7.2. Organizational units: Native American Liaison Branch, Priority Populations Program, Training and Program Coordination.
- 7.3. Four Caltrans Districts have hired full time staff dedicated to equity
- 7.4. Developed Caltrans Equity Statement, published December 2020. <https://dot.ca.gov/about-caltrans/equity-statement>

- 7.4.1. Statement acknowledges that transportation planning has had a negative impact on communities of color and it affirms Caltrans' leadership role in eliminating barriers to transportation. Includes specific commitments to People, Programs and Projects, Partnerships, Planet.
- 7.5.1. Equity is woven into the Caltrans 2020-2024 Strategic Plan
  - 7.5.1. People: Internal trainings; Working groups of District Equity leads and District Native American Liaisons; Equity Toolkit; Tribal Participation Plan template.
  - 7.5.2. Programs and Projects: Pilot project collaboration; Equity Index Tool Suite; Reconnecting Communities; Stakeholder database; Visualizations.
  - 7.5.3. Partnerships: Equity listening sessions—Caltrans, CTC, CalSTA will jointly host sessions Jan-Feb 2022 and will reach out to community-based organizations and tribal governments for assistance with stakeholder engagement.
  - 7.5.4. Planet: Local grants program considers needs of Tribal governments in developing Clean California guidelines.
- 7.6. CORE staff are working toward creating a coordinated equity resource tool. Looking for data, metrics that will measure success, e.g. engagement tracking tool, ways to capture outcomes from pilot projects.
  - 7.6.1. Q & A: Is there a dashboard to view what kind of a difference all this is making? How will programs be evaluated going forward?
  - 7.6.2. It will take time for results to show up on a dashboard and for equity metrics to be developed for use in program evaluations. Raising awareness that disparities exist is the first step.

**Roundtable 1 before Item 8; Roundtable 2 before Adjourning**

- RT1. Najee Zarif commented re: PE>10, ROW>20. Our agency does ROW with local funds. This is not recognized through FHWA's current systems for reporting timely use of funds, resulting in unnecessary deadline alerts. Is there a way for local agencies to be recognized for being in ROW phase when they are funding it with local funds?
  - RT1.1. Miguel Ramos noted that FHWA staff recognizes the issue. Regulations don't require agencies to use federal funds for ROW. Use of local funds is taken into account.
  - RT1.2. Agencies need to document that ROW acquisition "has begun;" beyond this, the regulations don't spell out what stage of ROW is sufficient, e.g. searching for land title. FHWA is working with Caltrans to define this better
  - RT1.3. It's easier for agencies to use federal funding for ROW because of how the system is set up. In response to the findings of an OIG audit a few years ago, FHWA staff are still sorting through backlog of records to determine which projects are moving forward and to document whether PE funding does or does not need to be recovered.
  - RT1.4. California division staff have made the argument to HQ that the regulation needs to be clearer. For example, is it sufficient for an agency to show they have obligated local funding for ROW or have completed Environmental documents? If a project has 50 parcels, do you have to be pursuing acquisition of just one of them to satisfy the regulation? And so on. Our staff are seeking a balance between flexibility and ensuring that sponsors don't stop their projects, resulting in stale PE.
- RT2. Najee noted that at last week's CEAC conference, one member agency brought up the fact that in HUD process, NEPA authority is delegated to local agency. Could this be another opportunity to streamline?

- RT2.1. Chris responded that legislative changes would have to occur at the Federal level to allow this. Correspondence is prepared to send to Caltrans director, will circulate among Federal reps as well.
- RT2.2. Kelly's group will be included in these discussions so they can have input into the legislation.

## Break

### Agenda Item 8. DLA Updates: Robert Peterson, Kelly Hobbs, Felicia Haslem, Sujaya Kalainesan

#### 8.1. HSIP

- 8.1.1. Office bulletin will be issued soon with guideline updates to reflect the program's change to being State-only funded. Will also include updates for Cycle 11, new requirement for LRSP, as well as standardized form for local agencies to submit with cost/scope changes.
- 8.1.2. Time extensions for ER. If agency does not complete ER-related construction within 2 years, they have to ask for extension. 86 local agencies are requesting extensions for \$83M total. Team is working with FHWA to get justification information in and approvals. FHWA currently reviewing this.

#### 8.2. HBP

- 8.2.1. Staff will build the financially-constrained project list in October for next year's program. They are reaching out to all local agencies on the status of their projects.
- 8.2.2. Implementing policy reforms. Any cost changes and scope changes will not be part of the status. These approvals will be done separately so they are not mistakenly added into FSTIP.
- 8.2.3. High-cost bridge policy. Agreement reached about sliding scale. The higher the project cost, the higher the contribution the agency will kick in.

#### 8.3. Environmental Compliance and Outreach

- 8.3.1. Federal Aid series training begins August 19-20. Trainings cover Emergency Relief, NEPA re-validations, Preliminary Environmental Study (PES) form.  
<https://apps.cce.csus.edu/sites/cce/reg/?CID=3809>
- 8.3.2. Process Improvements: updated guidance on timing of biological opinions, Section 7 consultation. Guidance now shifts timing of biological opinion for certain projects to the design phase. This way it does not need to be re-negotiated after environmental document is done.
- 8.3.3. Other process improvements include changes to location hydraulic studies: when needed, who can sign off. Local agencies now will not always need hydraulic engineer signoff.
- 8.3.4. RBSO Process—changes on PES form
- 8.3.5. USC 326, 327 MOUs are now up for renewal. Comment period to be open in Federal Register soon.
- 8.3.6. TCC Environmental subgroup subcommittee needs one volunteer, now that Rick Tippett has retired. Would prefer rep from smaller or rural agency. This subcommittee identifies process improvements and other challenges agencies are facing with environmental clearance. Subcommittee's work is valuable; compliance needs to be streamlined. Great opportunity to be on the forefront of changes with new environmental emphasis in federal administration.

#### 8.4. Implementation (Felicia)



- 8.4.1. Milestones: inactives. Only 1.6% inactive as of last quarter. How do we maintain this? If an agency hasn't invoiced in 6 months—please do it. In July we implemented “repeat offenders” policy to justify why agency hasn't invoiced in 24 months. 64 projects were on list. 38 did invoice, ~\$11M total. De-obligated 21 projects in the amount of \$5M.
- 8.4.2. Regarding PE>10, clarification from FHWA on interpreting regulation. If your agency doesn't have ROW or has moved on to Construction phase, please reach out and your project will be removed from the list. See blog post for more info:  
<http://www.localassistanceblog.com/2021/09/08/repayment-of-preliminary-engineering-costs-for-projects-over-10-years/>
- 8.4.3. Critical deadline database. Data team has captured all submittals that have gone to FHWA. Still accepting waivers. Will post PED-related data soon.
- 8.5. Implementation (Sujaya)
  - 8.5.1. Used 100% local share of OA for FFY. Between July-August remaining original OA was spent, then an additional \$147M from the August re-distribution. Thanks to Regions for working with Implementation on this. Next year there will be a re-distribution meeting ahead of August to keep all informed of how much is available to obligate
  - 8.5.3. Program management. Holding regular project status meetings with Districts & FHWA to go over projects coming up on PE, ROW deadlines and other high-risk projects.

#### **Agenda Item 9. Best Practices for Administering Prop 1-B, ATP, and SB-1 Projects, Daniel Burke**

- 9.1. Audits Liaison for DLA recommends corrective actions in response to audits, and assists grantees with navigating common pitfalls. Dan presented tips based on results from previously audited projects. His recommended best practices follow:
- 9.2. Develop Project Study Report (PSR) when applying for funds. Project Programming Request must be consistent with PSR budget. Looking for consistency in scope, benefits, and outcomes over five years from application to completion.
- 9.3. Once report is developed and project has been programmed by CTC: review grant requirements, note milestones and reporting deadlines.
- 9.4. Requesting Allocation from CTC. Request must be consistent with original application/PSR scope. Funded similarly to Transportation Improvement Program, PPR, and finance letter.
- 9.5. Project administration “Do”s: Invoice every six months. Separate out invoices for the allocated project only. Comply with and reference the Local Assistance Procedures Manual (LAPM)
- 9.6. Project administration “Don’t”s: Don’t incur costs or advertise the contract prior to allocation or federal authorization approval. Don’t perform work outside the plans and specifications of the PSR or engineering report. Submit scope amendment if needed.
- 9.7. Project Acceptance. Occurs when contractor accepts the contract or it’s operable to the public.
- 9.8. Project Benefits/Outcomes. Use consistent data from original application or PSR; data reported must be traced to a source, e.g. project user counts.
- 9.9. Create grant monitoring procedures and distribute to entire team. Review LAPM Ch 16 Construction Contract Administration, esp. 16.10 for change orders. Use ATP website.

#### **Agenda Item 10. Clean California Local Grant Program, Dee Lam**

- 10.1. Workshop #1 had 763 participants (59% local agencies, 11% transportation agencies).
  - 10.1.1. Feedback received in three main categories: what is the number of applications that can be submitted, how many pages? How to deliver by June 30, 2023? Eligibility of specific projects, ability to complete engineering plans and other pre-construction work.

- 10.1.2. Workshop #2 is November 7, will focus on building guidelines for the program. Still working out many questions such as whether pre-construction will be funded or construction only.
- 10.2. Project delivery deadline is June 30, 2023. Scoping, application process will be fast-tracked.
- 10.3. 50% of funds will be distributed to disadvantaged communities. Other distribution items still to be determined; e.g. whether funds will go through MPOs so they can issue calls for projects. Definition of “competitive” still to be shaped.
- 10.4. Grant is a one-time opportunity and covers beautification, placemaking; also community litter abatement, education campaigns. Activities include enhanced paving, shade structures, irrigation. Criteria for maintenance and scoping requirements are still being worked out. Examples of projects that may be eligible:
  - 10.4.1. Landscaping to cover an area and make it less accessible to graffiti
  - 10.4.2. Zero Tolerance policies that last one year, whereby graffiti is immediately covered up. This discourages future graffiti in that location.

**Agenda Item 11. Reauthorization of Federal Transportation Bill, Nicole Longoria**

- 11.1. Current surface transportation FAST Act extension expires Sept 30. Both House and Senate have taken action to reauthorize FAST Act. House version passed on July 1; Senate version passed August 10.
- 11.2. The Senate’s Infrastructure Investments and Jobs Act (IIJA, aka bipartisan infrastructure bill)—is the version that will move forward, with vote as early as Sept 27.
- 11.3. IIJA is moving in tandem with the \$3.5M budget reconciliation package. No deal in sight on the top line spending number.
- 11.4. If Congress can pass reconciliation bill before Sept 30, IIJA will be enacted and will last for 5 years. Or the FAST act may simply be extended again. By next TCC meeting in November more concrete info will be available.
- 11.5. Her team has been working with CalSTA and Caltrans leads on reauthorization principles document, which was originally developed with a federal working group in 2019. Re-constituted the working group in 2021 to partner on advocacy efforts. Explored concepts to pitch to Congress:
  - 1—express lane revenue to be used for transit purposes
  - 2—more equitable DBE program. Pilot created to align DBE business size caps to match SBA caps.
  - 3—additional support for California’s HBP
- 11.6. Federal legislation team has discussed various priorities, including electric vehicle infrastructure. Excess tolling congestion proceeds for transit operations. Increased funding eligibility for zero emission bus conversion. High speed rail funding. Lengthening NEPA assignment terms.
  - 11.6.1. The team is also working on programmatic issues and is working with senator’s staff on amendment proposals
  - 11.6.2. Team has also developed a statewide partnership letter. 12-15 signatories were lined up, letter is currently on hold. Waiting for feedback from Governor’s office. Trying to obtain additional signatories to demonstrate greater consensus.

**Agenda Item 12. 2021 Objectives. Action items 183, 187**

- 12.1. 183. Item still open. No clarification yet.
- 12.2. 187 still open.

- 12.3. FEMA/ER (FHWA)/CalOES processes. This has been on docket for a while. Does it need to continue? FEMA representatives did a presentation. Some improvements on ER have been made in terms of time extensions. Haven't heard of any issues lately. MR w/ LA County. For
  - 12.3.1. Mary Reyes, LA County commented that Governor's disaster proclamations only seem to include LA County when they have reached FEMA thresholds. There are times when significant enough damage has occurred for FHWA to participate but not FEMA. When documented damage falls in between the two thresholds it somehow does not get to the Governor's office. CalOES points County staff toward Caltrans and vice versa.
  - 12.3.2. Robert's group will report back next time on this issue.
- 12.4. Access to LP2000 database. Reported above. Felicia will post a note when agencies can start using new data tool.
- 12.5. Environmental process improvement. Reported above. Reiterated invitation to join the team.
- 12.6. Federal reauthorization process and education as to how federal money is distributed. A Budgets representative will be invited to the November meeting to address this.
- 12.7. HBP reforms: All reforms are closed out. A Value Analysis team has conducted a survey and is now soliciting one-on-one interviews to follow up. Targeting end of 2021 to come back with findings. Robert will always include this item in his regular DLA updates, so it can be removed from the objectives list.
- 12.8. CAPTI. Tony Deng was scheduled to report out on this. He wasn't able to attend today but will be invited again on November 18.

### **Agenda Item 13. 2022 Survey Kickoff, Bruce Roberts**

- 13.1. TCC Survey was conducted in 2019, 40 questions covering Funding, Design, Environmental, Right of Way, Construction. 12 responses were received. Identified top 5 tasks TCC members wanted to prioritize:
  - 13.1. Excessive environmental analysis needed for non-impacts
  - 13.2. Audits & Investigation requirements too inflexible, conflict with agencies' standard contracting practices
  - 13.3. Conflicting acceptance of clearances, conflicting responses of District Local Assistance and HQ due to staff turnover
  - 13.4. Accurate online status reports without lag to see reimbursements, reports due, deadlines etc.
  - 13.5. Environmental policy for programmatic, district-wide regarding simple projects, e.g. floodplain, archeology. No effects memo, standard specs overlay.
- 13.2. Steps for 2022 survey: Formalize core survey team. Align meaningful questions (Do-able, actionable, timely, measureable). Deliver 2022 survey/timing/distribution. Receive and evaluate responses. Build action plan from survey results.
  - 13.2.1. A broad representation from TCC and Caltrans would be most helpful. Chris Lee volunteered to be part of team working on logistics of survey.
  - 13.2.2. Survey to be distributed early 2022.

### **Adjourn**

The meeting adjourned at 12:00pm

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## 2021 Objectives

1. Lean 6 – Allocation Process: **Lead** \_\_\_\_, Jaime Espinoza, **Team** Patricia Chen, Maura Twomey
    - a. A lead needs to be established
  2. STIP Programming Process vs. Allocation Process, why are we doubling efforts?: **Lead** April Perez-Hollins. **Team** Patricia Chen, Maura Twomey, Ross McKeown, Mary Reyes
    - a. CTC feedback and clarification
    - b. How can we reduce efforts?  
Dee Lam—will send email to Patricia, Maura, Ross re: available dates to progress topic
  3. FEMA/ER/CalOES Processes: **Lead** Robert Peterson and Bob Baca; **Team** Peter Pangilian, Dan Hawk, Mark Samuelson, Jason Nutt, Mary Reyes  
Robert Peterson—FEMA provided their process what are clarified procedures
- \*\*Bring for final comments on TCC meeting 9/23
4. Access to LP2000 database by Locals (keep going): **Lead** Felicia Haslem and Robert Kroepfl, **Team** existing, Ross McKeown
- \*\*Consolidate from Action Items
5. Environmental: **Lead** Kelly Hobbs, **Team** Najee Zarif, Boris Deunert
- \*\*Consolidate from Action Items
6. Federal Reauthorization Process – multi perspective: Najee Zarif, Ross McKeown, Mary Reyes
    - a. Expand funding for Local Bridge Program **Lead** Robert Peterson, **Team** HBP Advisory Committee, Najee Zarif, Ross McKeown, Mary Reyes
    - b. Safety (HSIP) **Lead** Robert Peterson, **Team** HSIP Committee, Najee Zarif, Ross McKeown, Mary Reyes
    - c. How does Federal money get distributed (60/40 split)? **Lead** Laura Quintana, **Team** Maura Twomey, Najee Zarif, Ross McKeown, Mary Reyes, Chris Lee
    - d. Advocacy role for local programs **Lead** TCC Member, **Team** Najee Zarif, Ross McKeown, Mary Reyes

Robert Peterson—can consolidate a. through d. pending Transportation Bill is ready to be signed, what is the funding level, then conversations begin with Executive level

Mark Samuelson—once Bill is signed, set for 11/18 agenda topic

Dee Lam—Will seek consultation on how to present or is this the correct forum
7. HBP Reform, continue looking for other ways to make improvements: **Lead** Robert Peterson, **Team** HBP Advisory Committee
    - a. HBP Advisory Group should be consulted—work through this group
  8. CAPTI, N-19-19: Watch how this evolves. Maura Twomey  
CAPTI Representative (Tony Dang) to present at TCC meeting 9/23