

**Transportation Cooperative Committee**  
**Meeting Notes**  
**September 22, 2022, - 9:00am-12:00pm - Via Zoom**

**Attendees**

Dee Lam	Mark Lancaster
Mark Samuelson	Mary Reyes
Patricia Chen	Maura Twomey
Chris Lee	Meghan McKelvey
David Giongco	Nicholas Burton
Sherri Graham	Paul Schneider
Aimee Kratovil (FHWA)	Daniel Burke
Daniel Hawk (FHWA)	Bruce Robertson
Matt Schmitz	Felicia Haslem
Arnold Dichosa	Sujaya Kalainesan
Brent Maue	Kelly Hobbs
Boris Deunert	Robert Peterson
Caroline Cirrincione	Laura Quintana
Cristina Colon	Rene Guerrero,
David Fleisch	Robert Newman,
David MacGregor	Rodney Whitfield
Edel Vizcarra,	Sarkes Khachek
Teresa Favila	Siew-Chin Yeong
Girum Awoke	Tanzeeba Kishwar
Harry Thomas	Tim Burke
Joshua Pack	Tina Carlson
Kris Markarian,	Victor Koo
Jeanie Ward-Waller	Woodrow Deloria
Lamin Williams	M. Woodman
Lisa Alexen	Ivan Garcia
Marina Espinoza	Naomi Caietti, CCE Notetaker
Merrin Gerety	Kevan Shafizadeh, CSUS
Najee Zarif	
Mario Rodriguez	

**Agenda Committee**

Dee Lam, Meeting Chair  
Mark Samuelson  
Sujaya Kalainesan  
David Giongco  
Chris Lee

**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)

## **Agenda Item 1.0. TCC Meeting Guidelines, Recording & Agenda, Kevan Shafizadeh**

- For News, Training and Resources please visit the Local Assistance Blog: [www.localassistanceblog.com](http://www.localassistanceblog.com)
- All presentations posted to the TCC website.

## **Agenda Item 1.1. Welcome & Updates, Dee Lam**

- 1.1.1. Shared welcome remarks, introduced presenters and reviewed agenda.
- 1.1.2. Dee shared several focus areas for today's meeting and reiterated that the DLA focus will continue to be on the three P's: projects, programs, and policies. As a wraparound, focus on continuing to make doing business easier (Caltrans/Local assistance). The agenda will continue to offer increased collaboration and more discussion with a breakout rooms format as needed.

## **Agenda Item 1.2. Federal Highway Administration Updates (FHWA), Daniel Hawk**

- 1.2.1. Federal account review will include a few projects.
- 1.2.2. Upcoming training webinars for Disadvantage Business; more information forthcoming.
- 1.2.3. Announced new project: PROTECT Formula Program; \$600M over 5 years. Some competitive grants will be available.
- 1.2.4. New staff announcement; Zylkia Martin Yambo representing FHWA.

## **Agenda Item 1.3. California Transportation Commission Update (CTC), Kacey Ruggiero**

- 1.3.1. CTC Commission in person meeting in Santa Barbara 10/12-10/13. Workshops will be provided on the guidelines for 2024 STIP.
- 1.3.2. SB1 — Three competitive programs to be adopted at August CTC Meeting and that has initiated the call for projects due dates below:
  - 11/18 – Trade Corridors Enhance Program
  - 11/29 - Local partnership program
  - 12/2 - Solutions for congested quarters program

- 1.3.3. ATP augmentation approved was \$1.5 Billion for Cycle 6. Recommendations posted on 10/21; will be presented at December commission meeting for adoption.
- 1.3.4. New Climate Adaption Program updates forthcoming for '22- '23 budget. Hybrid workshops to be delivered on 10/12.

#### **Agenda Item 1.4. DLA Office Chiefs – Technical Matters, DOT DLA Office Chiefs**

- 1.4.1. Sujaya shared updates for OA Budget.
  - 1.4.1.1 OA has used \$200M more than last year but could have used \$264M by August. Will be reviewing the project pipeline for next year as well as projects in queue to save lapsing funds.
- 1.4.2. Kelly Hobbs shared updates for upcoming training events.
  - 1.4.2.1 Training in October and November; check local assistance website for more information.
- 1.4.3. Robert Peterson shared updates for work in progress on Safety and Bridge.
  - 1.4.3.1 Call for projects for Cycle 11; were due September 12<sup>th</sup>. Received 435 applications. 324 were under benefit/cost and 121 were under set asides. Anticipated projects costs of \$527M; analysis will need to be reviewed for funding.
  - 1.4.3.2. IIJA funding to HBP; now need to bring projects into the program. Committee approved on and off system projects which has not been done since 2018.
- 1.4.4. Felicia shared updates from her attendance at the Bay Area Metro meeting. Special thanks to Ken Kao for the invitation and takeaways from the meeting on efficiencies.
- 1.4.5. Tanzeeba shared updates on Buy America 2.0 from Office of guidance and oversight. Caltrans approved the standard special provision that incorporates the environment. This is required for every project submitted for E76 approval. Review blog post for additional information.
- 1.4.6. Cathy McKeon shared updates on Ports/Freights program working with CalSTA; check website for updates. Earmarks for 22/23; more information forthcoming from Department of Finance and method of payment for those projects.

#### **Agenda Item 1.5. TCC Bylaws Overview, Dee Lam**

- 1.5.1. Revisit transportation landscape changing, update from 2016 TCC bylaws, engagement and how it complements other work you do. Focus on adding value.

#### **Break**

**Agenda Item 1.5. TCC Direction/Purpose & TCC Bylaws Discussion Groups, Felicia Haslem, DOT David Giongco, City of Yuba Najee Zarif, County of San Juan**

**Discussion Groups 1.5 before Item 1.6**

DG1.5.1.

- a) Zoom rooms were setup to discuss **TCC Direction/Purpose (TDP), TCC Bylaws (TBL) and Agenda Report**. Breakout room instructions are as follows: There will be 4-5 Rooms with 5-10 participants depending on the total attendee number. Discussion Time: Small groups - 15 minutes; Large group – 5-7 minutes Discussion Topic: **TCC Direction/Purpose (TDP), TCC Bylaws (TBL) and Agenda Report (AR)**: Assign a spoke person within the group to report out the topic and summary of the discussion after the breakout room session ends. The reporting time is limited to 2 minute maximum. Report out should include the specific challenge topic, any example of the issue, what is the ask (clarify guidance, update forms, improve processing time, etc.) and any suggestions how Caltrans can help. Example Topics: Project Authorization, A&E Consultant Selection, DBE, Environmental, Specific Forms needing improvements etc.
- b) Each room selected a lead to report out; these were the topics reported:

<b>Spokesperson</b>	<b>Type</b>	<b>Description</b>
Maura	TDP	Historical project delivery. (Federal/State/Local)
Maura	TDP	Forum to discuss technology issues (local, finance, permitting)
Maura	TBL	Agenda setting meeting – once a year
Maura	AR	More action oriented
Maura	Agenda	Want it to be more than information sharing.
Maura	TDP	Need this forum more now
Maura	TDP/TBL	More representatives at Director’s level
Maura	TDP/TBL/AR	More local representatives to discuss technology issues as they arise
Arnold	TDP	Streamline process/procedures. i.e.: Federal process of a project.
Arnold	TDP/TBL	More communication (Federal/state/local/regional)
Arnold	TDP	Lots of acronyms. Local pushing projects/forms
Arnold	TDP/Agenda/TBL	More engagement; building better relationships. (Federal/state/local/regional)
Arnold	TDP/AR	Mindful of meeting attendees
Arnold	TDP	Design thinking/holistic approach to processes. Instead of LeanSigma6.
Arnold	TBL	Re: Bylaws Edits: Purpose: <ul style="list-style-type: none"> <li>• <i>Strengthen the partnership between transportation stakeholders.</i></li> <li>• <i>Improve project delivery efficiencies.</i></li> <li>• <i>Share best practices.</i></li> </ul> Purpose: <ul style="list-style-type: none"> <li>• <i>Strength partnerships local/state/federal</i></li> </ul>

		<ul style="list-style-type: none"> <li>• Improve project delivery/efficiency – Design Thinking.</li> <li>• Add: Storytelling; sharing best practices with (Federal/Local/State/Regional)</li> </ul>
Felicia	TDP	Group has unique needs
Felicia	TDP	Design thinking(state/federal)
Felicia	TBL	Add program level to Bylaws.
Felicia	TDP	Forum, how to capture, prioritize, digest, share
Panos	TDP	Project delivery
Panos	TDP/TBL/AR	More in person meetings
Panos	Agenda	Agenda – add future items on agenda. Like having the agenda committee.
Panos	TDP/TBL	Committee backups in attendance
Panos	TDP/TBL	Identify bylaws; Chair and Co-Chair
Panos	Agenda/TBL	Set agenda in January; at beginning of year.
Najave	TDP/TBL/AR	New faces: revisit purpose or orientation for new members so they can be more participatory.

A poll was provided to attendees to request feedback on Hybrid, Zoom or in person location. The results were as follows:

- There was a split between committee members that would like a Hybrid (Virtual/in person) iva Zoom and In person meeting. More discussion will continue on this topic for future agenda planning.
- Introduction of attendees in a round robin; Kristina and Boris introduced as new members.

### **Agenda Item 1.6. 2022 Objectives & Action Items, Felicia Haslem, DOT, TCC Project Leads**

1.6.1. Reported the following updates to action items and objectives. Spreadsheet updated in real time and is available online on MS Teams for the committee to review.

1.6.1.1 Reviewed action items; 187, 188, 191, 194. All items are closed.

1.6.1.2. Reviewed objectives. 1, 2, 4, 5, 8. Objective 8 is closed.

### **Agenda Item 1.7. TCC Meeting Closing, Dee Lam**

1.7.1. Dee recapped meeting. Bylaws to be updated and reviewed at next meeting. Next meeting may be rescheduled due to other meeting conflicts.

Meeting adjourned at 12:00 pm.

**Next meeting:** November 17, 2022 - via Zoom.

As of October 7<sup>th</sup>, TCC Meeting date revised to Thursday, November 10<sup>th</sup>, 2022.

\*\*\*