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***Interagency Working Group (IWG) Meeting Minutes***

June 09, 2020, 1:00 pm – 3:00 pm

Idaho Transportation Department

Conference Room: Webex, 3311 W. State St, Boise, Idaho 83703

Chair: Amanda Ames

Vice Chair: Craig Shaul

1. Call to Order (Chair)
2. Roll Call (Chair)

Idaho Workforce Development Council	Amanda Ames
Office of the Governor	Andrew Mitzel
Health & Welfare – Medicaid	Cathy Libby
Health & Welfare	Chris Freeburne
Idaho Council on Development Disabilities	Richelle Tierney
Idaho Department of Labor	Craig Shaul
Idaho Commission on Aging	Erin A. Olsen
Idaho Transportation Department	Ron Duran
CTAI	Terri Lindenberg
Idaho Department of Commerce	Jerry Miller
Veterans Services	Kevin Wallior
Idaho Transportation Department	Shauna Miller
Idaho Transportation Department	Taylor Bothke
Idaho Transportation Department	Kristina Larkin
Idaho Transportation Department	Ada Finlayson
Idaho Transportation Department	Summer Hirschfield
COMPASS	Kathy Parker
COMPASS	Rachel Haukkala

3. Approval of Minutes (Chair) Vote – Approved
  - Member Lindenberg motioned to approve, Member Olsen seconded the motion
4. Public Comment – None
5. Safety Share (ITD-Miller) – 100 Deadliest Days
6. PT Office Update (ITD-Duran) 24:50
  - Public Transportation Office Overview & Orientation
  - COVID-19 update
    - i. Remotely working.
    - ii. Transition plan to return with an anticipated date of June 29, 2020.



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- Site Reviews have been delayed due to ITD travel policy.
- PPE and cleaning supplies being sent to transit agencies.
- CARES ACT – Summer Hirschfield is the lead Grants & Contracts Officer for ITD-PT
- Mountain Rides Transportation Agency (MRTA) received \$24 million in 5339(c) LOW/NO EMISSIONS, a nationwide competitive grant.

7. ITD-PT Orientation Presentation (ITD-Bothke & Duran)

- Outreach
  - i. ITD Office of Communications
  - ii. Public Outreach
  - iii. Driver Planning Groups
  - iv. Private Industry Engagement
  - v. Local Municipality Confidence
  
- Vision Mission Statement
  - i. A. Ames – This is great. Thank you for your hard work on this. Helps identify areas we need to focus on and direction of the team.
  - ii. T. Lindenberg – This allows transparency on what it is we are doing and how barriers are identified.
  - iii. C. Freeburne – This is exactly what we had in mind. Please make PowerPoint available.
  
- Transportation Barriers
  - i. COVID-19
  - ii. Social Distancing
  - iii. Local Partnerships
  - iv. NEMT
  - v. Public Perception
  - vi. Lack of State Funding
  - vii. Driver Shortages

8. IWG Goal Review/Updates (Chair) Vote – Approved

- Goal 1: Identify purpose, structure, and direction of the group so it is more conducive to collaboration and information gathering and do an orientation. (2020)
  - i. Mission Statement (VOTE) – Approved

“ITD-PT will keep the IWG informed on PT programs, initiatives, and projects. ITD will identify specific barriers and challenges facing public transportation, and the IWG will work to recognize areas that members have influence, expertise, or familiarity, and seek to develop strategies to overcome these barriers and challenges.”

    1. Member Olsen motioned to approve, Member Lindenberg seconded the motion.



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- Goal 2: Broaden representation for all districts by the end of 2020.
    - i. C. Shaul recommended a Tribal Representative from District 2
      - 1. Individual declined, however, R. Duran requested an alternative representative from this person. More information anticipated by next meeting.
  - Goal 3: Idaho Code 40-514 update/review (legislative if needed)
    - i. C. Shaul asked to keep Goal 3 listed to give it more time for discussion before taking it to the legislator this next fiscal year if needed; Chair A. Ames agreed; R. Duran to table Goal 3 for now until it can be given adequate time.
9. Agency Initiatives/Projects – Informational Only
- **Idaho Workforce Development Council** (A. Ames) – INL workforce survey data should be completed by the end of June 2020, and anticipate a full report by next IWG Meeting, September 2020.
  - **Idaho Department of Labor** (C. Shaul) – Due to COVID-19 their department has seen over 140,000 initial claims filed over that last 11 weeks. This is 2 ½ times the load compared to 2019. Analysis is focusing on economic recovery, areas where the job losses are occurring, etc.
  - **Idaho Council on Development Disabilities** (R. Tierney) - 5 year planning process is underway the survey is available on the website ([icdd.idaho.gov](http://icdd.idaho.gov)).
  - **Idaho Department of Health & Welfare (Medicaid)** (C. Libby) – Still continuing to work on collecting and reviewing the RFP at this time this is all for their update.
  - **Idaho Department of Health & Welfare** (C. Freeburne) – 5% reduction to budgets from the Governor’s Office. The Governor will be providing more news on moving to Stage 4 on Thursday June 11.
  - **Idaho Commission on Aging** (E. Olsen) – Finished 5 year State Plan. Reorganizing the structure of their office. Relating to transportation, they created a new program which modeled around food & medication pick up. Focusing on the future and transportation options for their clients.
  - **Community Transportation Association of Idaho** (T. Lindenberg) – Recognized front line transportation employees. Statewide technology initiative sponsored by CTAI. Had excellent participation statewide. Issuing RFI in the coming weeks. Kootenai County was awarded \$150,000 through FTA’s Integrated Mobility Innovation Program, a nationally competitive grant. Only 25 projects selected out of 104 applicants. Their goal is to advance mobility through creative partnerships and emerging technology. Will explore an open architecture fare system that can accommodate additional modes of transportation and additional transportation providers, close gaps in transportation service while determining cost effective and efficient transportation options and solutions for riders.
  - **Idaho Department of Commerce** (J. Miller) – shared PPE links. Is getting a



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supplemental allocation and CARES funds.

- **Veterans Services** (K. Wallior) – Nothing to report at this time.

10. Next Meeting Agenda Review (Chair)

11. New & Future Business (Chair)

12. Adjourn (Chair)

- Member Olsen motioned, Member Duran seconded

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### **Action Items:**

- R. Duran (ITD) – more information regarding Goal 2: Tribal Representation for next meeting.
- S. Miller (ITD) – share orientation PowerPoint with IWG Members along with talking points.

DRAFT