



MEMORANDUM

TO: TPB Technical Committee
FROM: Bryan Hayes, TPB Transportation Planner
SUBJECT: Status report on the Participation Plan 2020 update
DATE: July 1, 2020

Staff have been working on the 2020 update to the TPB's Participation Plan since fall 2019. This memo describes work underway and outlines next steps for completing the plan.

BACKGROUND

Staff began updating the TPB's Public Participation Plan in fall 2019, focusing on reviewing and discussing information that are informing key elements of the plan update. The team reviewed the existing Participation Plan, relevant federal regulations, the COG Title VI Plan and Program, and a selection of peer MPO participation plans. Additionally, the team discussed findings from the 2019 federal certification review and the consultant evaluation of the TPB's participation activities from 2017 and 2018.

Based on this internal review of materials, staff identified changes that we would like to emphasize in the new update. These changes were shared with the Technical Committee, Access for All Advisory Committee, and Citizens Advisory Committee earlier this year. Additionally, we consulted with Kanti Srikanth, TPB Staff Director, and COG Department of Transportation team leaders, the managers who oversee TPB work. An additional round of input was collected from the CAC and AFA in June.

CHANGES FOR THE 2020 PARTICIPATION PLAN

The 2020 update to the TPB's Participation Plan will replace the last update, which was approved in 2014. That plan can be found here: <https://www.mwcog.org/tpb-participation-plan/>.

The biggest change for the 2020 Participation Plan will be the addition of a new chapter called the Staff Participation Guide. While the 2014 Participation Plan focused on listing a variety of participation activities that could be used to support TPB participation efforts, the plan update includes a staff guide that provides a workflow for staff to help them determine whether their work has a public component. If it does have a public component, the guide will walk them through questions they need to answer in order to develop a plan for that public facing component of their work.

Another change is an updated Participation Policy that brings a more explicit focus on equity. This new policy iterates from the 2014 version by adding a set of principles that inform staff interactions with the public so that they can be as inclusive and equitable as possible. Effectively, the principles declare the TPB's intention to meet the residents of the region where they are.

These changes, along with additional tweaks and updates, serve to clarify the purpose of the participation and public participation at the TPB. In short, the 2020 Participation Plan guides TPB staff interactions with the public so that staff can: 1) reach as many people as inclusively as possible, and 2) collect meaningful input and build support to inform TPB plans, programs, and aid in decision-making.

More details can be found in the accompanying presentation.

NEXT STEPS

The timeline for completing this plan update has been extended since it was last presented to the Technical Committee. The new target for board approval is in October. The primary reason for this extension is to make sure that the 2020 Participation Plan is aligned with the TPB and COG on equity. The team working on the update also feels that additional round of input from the Technical Committee, the team leaders, and DTP staff will improve support for the plan and make it easier to implement.

This additional round of staff engagement will occur in July and into August. A designed draft of the plan is expected to be ready for a 45-day public comment period around the beginning of September. The update will be presented at the September board meeting and will be up for approval in October.