

Joint Comprehensive CTR Plan Task Force

Thursday, December 16, 2010

Meeting #6

Meeting Notes

Task Force Members Attending

Commerce: Carolyn Hojem

Ecology: Margaret Hill

Employment Security: Arthur Florence

Intercity Transit: Kris Fransen

Licensing: Annette Gavette

Lottery: Bruce Eisentrout

Public Disclosure Commission: Suemary

Trobaugh

SPSCC: Donna Ching

TRPC: Karen Parkhurst

WSU: Monica Babine

WSDOT: Christopher Aiken, Dacia Stricklett,

Kathy Johnston; Staff: Joan Cullen

Task Force Members Absent

Early Learning: Linda Jennings

Evergreen State College: Susie Seip

Federation of State Employees: Tim Welch

General Administration: Michael Van Gelder

Information Services: Robin Todd

Personnel: Darrin Litchfield

Secretary of State: Steve Lyle

Social & Health Services: Bob Hubenthal

Survey and Meetings Updates: Karen Parkhurst

TRPC has determined that there are currently 108 new state worksites. All but about 15 returned surveys. The last survey was due to TRPC on December 17th. Results will be shared with the worksites in early January and with the Task Force at the January meeting.

TRPC held three meetings for the new agencies/worksites this week. Two of the meetings were aimed at the agencies totally new to CTR. The third was aimed at new worksites of agencies that are currently affected by CTR. A total of 15 agencies were represented at the CTR Orientation meetings.

Federal Telework Legislation: Monica Babine

Monica provided information on the Telework legislation signed by President Obama on December 9th. She also talked about National Telework Week and how agencies can participate.

Attachments on the Telework Enhancement Act of 2010 and information about pledging to telework during National Telework Week (February 14-18) are being sent separately and will be posted on the state agency CTR website – www.ctr.wa.gov/ in the Joint Comprehensive CTR Task Force section.

Monica is gathering information from states on telework especially for state agencies. She will provide us information on what other states are doing for telework.

Pre-Tax for Transportation and Parking: Joan Cullen

The Washington Federation of State Employees has agreed to put forth legislation that would result in allowing agencies to offer the Transportation Fringe Benefit pre-tax benefit to state employees. The IRS allows up to \$230 tax-free to pay for transit, vanpool, and parking. Currently, there is no Washington Statute that allows state employees to take advantage of the pre-tax benefit.

Plan Discussion: All

- ◇ The Executive Summary will be deleted and used instead to inform the agencies of the “Commute Trip Reduction Plan for State Agencies in Thurston County, AKS the Joint Comprehensive CTR Plan.
- ◇ Add an introduction to the CTR Plan including a statement of the agencies leadership role and a vision for the programs.
- ◇ Add some “best practices” and “keys to success” to the ETC role
- ◇ Identify the RCW on allowing flexible work schedules.
- ◇ The Plan will start with four clusters – all agencies will be included in one of the clusters.
- ◇ Note why surveying, measuring, and reporting are important
- ◇ Definitions: delete “employee” and “peak commute period”
- ◇ Put modes in alphabetical order – use “bus” instead of “public transportation”.

Next Steps

Joan will prepare the third draft to be sent to the Task Force by **January 7th**. Members will be asked to review the draft and to send edits, changes, etc. to Joan by **January 14th** so that the draft will be ready for review at the January 19th Task Force Meeting. It is hoped after the January meeting the draft can be posted on the State Agency CTR website and sent to the Interagency CTR Board members for additional comments. Final review and adoption by the Task Force will be in February with adoption by the Board by March. Agencies would then have 90 days to implement their CTR programs.

Next Meeting

January 19, 1:30 to 4:30. WSDOT Mt Rainier Conf Rm (3F22), Plan review; Survey Review

February 17, 1:30 to 4:30: Final review and adoption

March: Interagency CTR Board meeting: adoption of Joint Comprehensive CTR Plan

Notes prepared by Joan Cullen, Staff

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