HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS
Regional Transportation Planning Agency
Humboldt County Local Transportation Authority
Service Authority for Freeway Emergencies
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AGENDA ITEM 5
SSTAC Meeting
February 1, 2017

DATE: January 23, 2017
TO: Social Services Transportation Advisory Council (SSTAC)
FROM: Oona Smith, Senior Planner
SUBJECT: **Kick-off Meeting for the Five-Year Transit Development Plan**

STAFF REPORT

Contents:

- Staff's Recommended Action
- Staff Summary
- Meeting Agenda

Staff's Recommended Action:

1. Introduce the item as an action item;
2. Allow staff/consultants to present the item;
3. Receive public comment;
4. Discuss item and direct staff and consultants as appropriate.

Staff Summary:

The consultants hired for updating the Five-Year Transit Development Plan, LSC Transportation Consultants, Inc., will facilitate the kick-off meeting. Gordon Shaw is the Principal of LSC and Selena McKinney is the Transportation Planner. SCC members are also invited to this kick-off meeting.

Kick-off Meeting Agenda:

1. Introductions

2. Study Background
    - TDP Update
    - SSTAC Strategic Plan
    - Study Goals and Input:
        - What are currently the important transit issues?
        - What factors have changed since the previous TDP?
        - What trends of factors will influence transit in the next five years?
        - Who are the stakeholders?
        - What other studies are being conducted, and how should the TDP update best coordinate with them?

3. Roles of Consultant, HCAOG, Transit Providers, SSTAC and SCC
    - TDP elements to be updated by HCAOG staff
    - Input opportunities for SSTAC and SCC
    - Communication channels – how should information flow, and who should be included in the process?

4. Available data and resources (review of data needs list)

5. Outreach Efforts
    - Stakeholder interviews
    - Onboard and Online surveys
    - SSTAC Meetings
    - HCAOG / SCC Meetings
    - Presentation of Study Documents
    - Publication of Study Documents on Website

6. Study Schedule and Next Steps

7. Concerns? Additional Comments?

8. Adjourn