



**Metro**



**Oregon  
Department  
of Transportation**

## **Metro/ODOT Regional Mobility Policy Update DRAFT Stakeholder and Public Engagement Plan**

*A joint effort between Metro and the Oregon Department of Transportation will update the way the region defines mobility and measures success for our transportation system.*

The stakeholder and public engagement plan supporting the Regional Mobility Policy update guides the strategic engagement approach to be used and identifies desired outcomes for sharing information with and seeking input from identified stakeholders and the public throughout the process. This engagement plan describes project engagement objectives, key stakeholders, the decision-making process and activities that will be implemented to ensure identified stakeholders and the public have adequate opportunities to provide meaningful input to the update. This plan also describes the timeline and milestones and an evaluation strategy to measure success.

The regional advisory committees and county coordinating committees will serve as the primary engagement mechanisms for collaboration and consensus building. In addition to these committees and, focused engagement with other potentially affected and/or interested individuals, communities, and organizations are also important elements of the engagement plan. The information gathered from engagement activities will be shared with decision-makers in a variety of ways to ensure they have opportunity to contemplate and fully consider stakeholder and public input.

### **Engagement objectives**

1. Communicate complete, accurate, accessible, and timely information throughout the project.
2. Provide meaningful opportunities for key stakeholders and the public to provide input and demonstrate how input influenced the process.
3. Actively seek input prior to key milestones during the project and share information learned with Metro Council, regional advisory committees and the Oregon Transportation Commission in a manner that best supports the decision-making and adoption process.
4. Provide timely notice of engagement opportunities and reasonable access and time for review and comment on the proposed changes.
5. Build broad support by federal, state, regional and local governments, key stakeholders and decision-makers, including JPACT, the Metro Council and the Oregon Transportation Commission.
6. Share information and improve transparency.
7. Comply with all public participation requirements.<sup>1</sup>
8. Seek out and consider the mobility perspectives of diverse key stakeholders, including local jurisdictions businesses, freight industries, providers of intermodal facilities and distribution centers, transit providers, historically marginalized communities and those traditionally underserved by existing transportation systems who may face challenges accessing employment and other services, such as low-income households, communities of color, youth, older adults and people living with disabilities.
9. Coordinate engagement efforts with relevant Metro and ODOT initiatives, including planned updates to the Oregon Transportation Plan (OTP) and Oregon Highway Plan (OHP).

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<sup>1</sup> This includes Metro's Public Engagement Guide, Title VI of the Civil Rights Act, the Environmental Justice Executive Order, Oregon's Statewide Planning Goal 1 for citizen involvement, the Oregon Transportation Commission Public Involvement Policy and ORS 197.180, ODOT State Agency Coordination Program and the process set forth in Oregon Highway Plan Policy 1F3 and associated Operational Notice PB-02.

## Key stakeholders

To date, the project team has identified a number of key stakeholders that will be the focus of engagement efforts throughout the process:

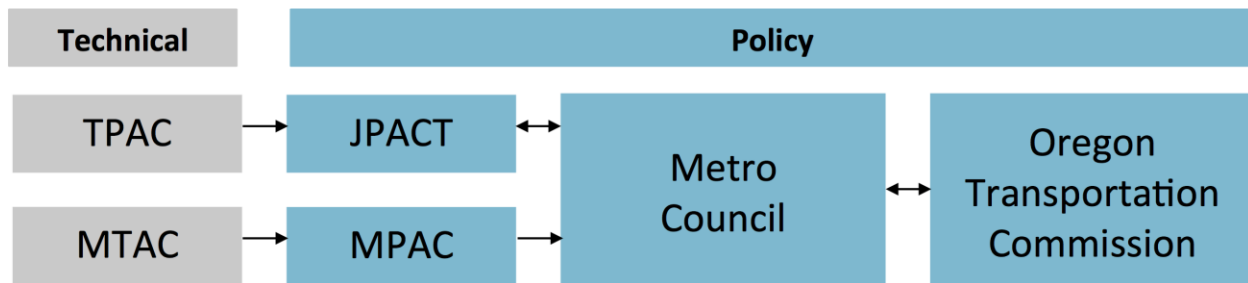
- **Community leaders and community-based organizations** through community leaders forums (at two key decision/information points)
- **Business, economic development and freight groups**, including statewide freight and economic perspectives (4-6, with touch points at two key decision/information points in coordination with OTP/OHP updates, as appropriate and considering staff and committee availability)
- **Local jurisdictions and elected officials representing counties and cities in the region** (through county coordinating committees, TPAC/MTAC workshops and regional technical and policy advisory committees, as appropriate and considering staff and committee availability)
- **Special districts**, including TriMet, SMART, Port of Portland and Port of Vancouver (through TPAC, MTAC, JPACT and MPAC briefings and consultation activities)
- **Southwest Washington Regional Transportation Council (RTC) and other Clark County governments** (through Regional Transportation Advisory Committee (RTAC), SW RTC, TPAC, JPACT and MPAC briefings)
- **State agencies**, including the Oregon Department of Transportation, the Oregon Transportation Commission (OTC), the Oregon Department of Land Conservation and Development (DLCD), the Oregon Land Conservation and Development Commission (LCDC), the Oregon Department of Environmental Quality (DEQ) and the Oregon Health Authority (OHA) (through TPAC, MTAC, JPACT and MPAC briefings and consultation activities)
- **State advisory committees**, including the Region 1 Area Commission on Transportation (R1ACT) and and State Modal committees (through briefings conducted in coordination with planned updates to the OTP and OHP)
- **Federal agencies**, including the Federal Highway Administration and Federal Transit Administration (through TPAC and consultation activities)
- **Practitioners**, including consultants involved in the development of transportation system plans, transportation modeling and impact studies and plan amendments in the Portland region (through Oregon Modeling Steering Committee Modeling Subcommittee briefings, technical workshops and expert panels at two key decision/information points)

Opportunities for other potentially affected stakeholders and the public to provide input will also be provided as part of regular TPAC, MTAC, JPACT, MPAC and Metro Council meetings, and during the 45-day public comment period.



**Decision-making process and roles:**

Recommendations prepared through this project will have a variety of review paths prior to being considered for approval by different decision-making bodies.



For deliverables identified for review in the engagement process, these are the primary venues:

**Metro Technical Advisory Committee (MTAC):** Makes broader technical recommendation to MPAC

**Transportation Policy Alternatives Committee (TPAC):** Makes technical transportation recommendation to JPACT

**Metro Policy Advisory Committee (MPAC):** Makes broader policy recommendation to the Metro Council

**Joint Policy Advisory Committee on Transportation (JPACT):** Makes transportation policy recommendation to Metro Council on RTP policy and implementation recommendations and proposed amendment to Oregon Highway Plan Policy 1F (Table 7 and related policies for the state-owned facilities in the Portland region)

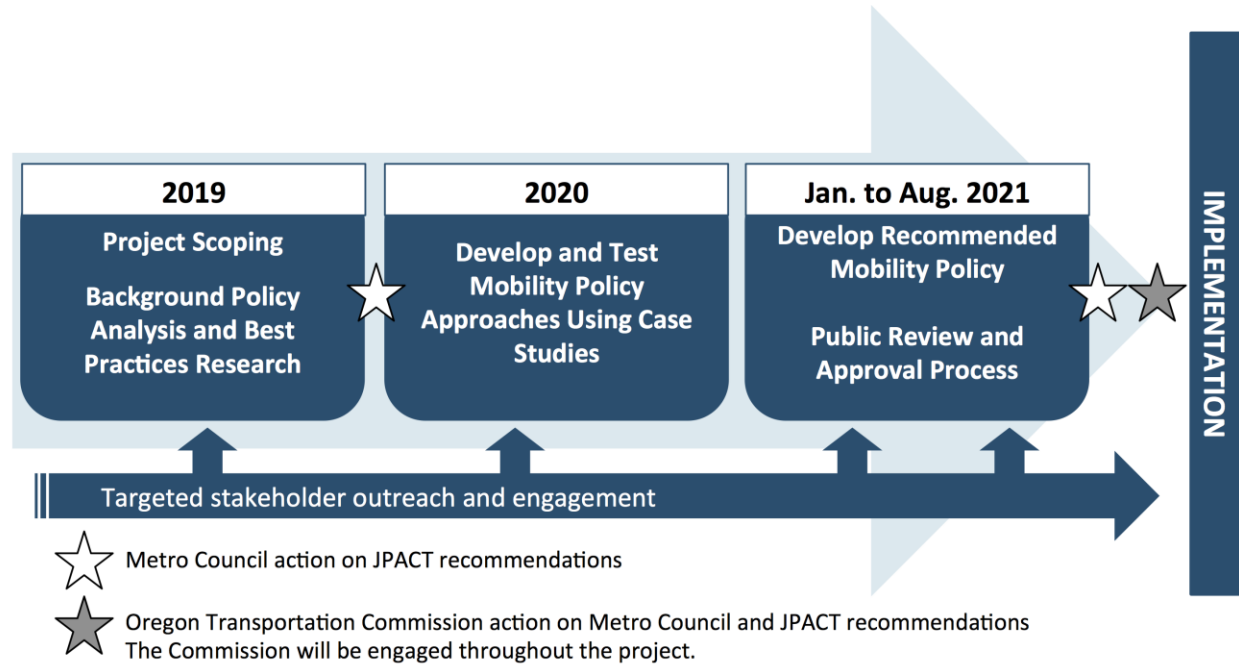
**Metro Council:** Considers MPAC and JPACT recommendations and must concur with JPACT in reaching final action

**Oregon Transportation Commission (OTC):** Considers Metro Council recommendation on proposed amendments to Oregon Highway Plan Policy 1F (Table 7 and related policies for the state-owned facilities in the Portland region) that incorporates updated mobility policy.

All meetings are open to the public and include opportunities for public testimony. In addition, summary reports of public outreach and information gathered from engagement activities will be shared with advisory committees and decision-makers in a variety of ways to ensure they have opportunity to contemplate and fully consider stakeholder and public input.

**TIMELINE AND DECISION MILESTONES**

The Regional Mobility Policy update will be completed from January 2020 to Fall 2021.

Decisions and direction anticipated

★	<b>December 2019</b>	Metro Council and JPACT consider approval of work plan and public engagement plan
	<b>June 2020</b>	Metro Council and JPACT provide policy direction on measures to be tested
	<b>March 2021</b>	Metro Council and JPACT provide policy direction on development of staff recommendation for updated regional mobility policy and local, regional and state action plan to implement recommended policy
★	<b>June – Aug. 2021</b>	Metro Council and JPACT consider approval/adoption of updated regional mobility policy and implementation recommendations and proposed amendments to Oregon Highway Plan Policy 1F (Table 7 and related policies for the state-owned facilities in the Portland region) that incorporate updated mobility policy
★	<b>TBD</b>	Oregon Transportation Commissions considers approval of Metro Council recommendation on proposed amendments to Oregon Highway Plan Policy 1F (Table 7 and related policies for the state-owned facilities in the Portland region) that incorporate updated mobility policy following the State Agency Coordination agreement process <sup>2</sup>

<sup>2</sup> Oregon Revised Statutes [197.180](#)

## TPAC REVIEW DRAFT – 10/3/19

**Communications timeline** to support decision milestones

Phase 1 (Jan – Mar 2020): Prepare materials to explain the issue/problem.

Phase 2 (April-June 2020): Collect feedback to form criteria, pick proposed local case study locations and select measures to test. Technical expert panel(s)/workshop(s)/Forum to develop options.

Phase 3 (Jan-Mar 2021): Share what was learned, opportunities to shape recommended mobility policy and implementation recommendations and the public process for review/approval. Technical expert panel(s)/workshop(s)/Forum to understand impact of options.

**Decision and communications coordination timeline** concept:

TIMEFRAME	Jan – March 2020	April – June 2020	Jan – March 2021	April – May 2021	June – Aug 2021
<b>Who</b>	Metro Council and JPACT	Metro Council and JPACT	Metro Council and JPACT	Metro Council and JPACT	Metro Council and JPACT
		OTC and LCDC	OTC		OTC and LCDC
	Cities, counties and special districts	Cities, counties and special districts	Cities, counties and special districts	Cities, counties and special districts	Cities, counties and special districts
		CBO Leadership	CBO Leadership		
		Business & Freight groups	Business & Freight groups		
		R1ACT, OMPOC, OMSC and State modal committees <sup>3</sup>	R1ACT, OMPOC, OMSC and State Modal committees <sup>3</sup>		
<b>Materials</b>	Handout/fact sheet(s)	Handout/fact sheet(s) on proposed criteria and case study locations	Handout/fact sheet(s) on case study analysis and findings	Staff recommendation (discussion draft)	Revised staff recommendation (public review draft)
	Video (explaining issue & purpose)		Case study findings report	Handout/fact sheet on staff recommendation	Legislation, including staff report and findings
	Powerpoint(s)	Powerpoint(s)	Powerpoint(s)	Powerpoint(s)	Powerpoint(s)
<b>How</b>	Website information	Panel of technical experts	Panel of technical experts/policymaker forum	Website information and comment tool	Website information
	Regional technical and policy committees meetings	Community leadership forum	Community leadership forum	Hearing(s)	Legislative hearing
		Regional technical and policy committees meetings	Regional technical and policy committees meetings	Regional technical and policy committees meetings	Regional technical and policy committees meetings

<sup>3</sup> Briefings will be coordinated with briefings to support planned updates to the Oregon Transportation Plan and Oregon Highway Plan.

TIMEFRAME	Jan – March 2020	April – June 2020	Jan – March 2021	April – May 2021	June – Aug 2021
		County coordination committees' briefings	County coordination committees' briefings		County coordination committees' briefings
What	Explain the issue  What we learned in background research	Criteria for selecting measures to test  Case study: proposed local locations	What we learned  Key things for implementation  Process for review/approval	Staff recommendation /Discussion Draft	Final recommendation /Public Review Draft
Decision		Direction on measures to be tested (~June 2020)	Direction on development of updated policy and implementation recommendations (~March 2021)		Consider approval/adoption

### Public engagement tools and materials:

These tools and materials will be used and timed to best leverage the needs of the project and inform technical advisory committees and decision-makers:

- **Public Engagement Plan (December 2019)** Details public engagement and decision-making framework, key audiences, schedule and engagement tools and activities.
- **Website (ongoing)** Maintained by Metro staff, the project website will be the primary portal for sharing information about the project. It includes pages that describe project activities and events, the process timeline, and support documents and materials. The site will be used to host an interactive web tool to seek input from the broader public during the 45-day public comment period. At any time, members of the public may submit comments through the project website. Metro and ODOT staff will receive and track comments, and coordinate responses as needed.
- **Video (Jan-March 2020)** – Develop video to explain the purpose of project, what the mobility policy is, how it is used, what the policy affects (and how) and its strengths and weaknesses. The video will be hosted on the project website to serve as a key information piece throughout 2020 and 2021. It will also be shown in advance of and at briefings and meetings to help explain the update.
- **Technical expert panels/workshops/forums** – A focused effort will be made to engage topical experts, practitioners and key stakeholders to provide input on updating the mobility policy, selecting measures to test and developing implementation recommendations through:
  - TPAC/MTAC workshops (~quarterly)
  - Two expert panels/forums (~June 2020 and Feb. 2021)





- One policymaker forum (~March '21, possibly combined with technical expert panel)
- Oregon Modeling Steering Committee Modeling Subcommittee (~Jan. 2020, April 2020 and April 2021)
- **Equity engagement activities (ongoing)** A focused effort will be made to engage historically underrepresented populations. The project team will conduct outreach to leaders of these communities, and seek input on principles to guide updating the mobility policy, select measures to test and develop implementation recommendations through:
  - Two Community Leaders Forums (~June 2020 and Feb. 2021)
- **Hearings** At least two hearings will be jointly hosted by the Metro Council during the 45-day public comment period (~June 2021). The Metro Council will host at least one legislative hearing prior to their final action on the recommended policy (~Aug. 2021). Members of JPACT and the Oregon Transportation Commission will be invited to attend the hearings. A separate hearing before the OTC may also be necessary prior to their action on the JPACT/Council recommendation.
- **Project newsfeeds and electronic newsletters (ongoing)** Metro staff will develop newsfeeds and e-newsletters to provide information about key milestones, and to invite key audiences and the public to participate in engagement opportunities. The project will maintain an interested parties email list that will be an ongoing feature of the public engagement plan.



It is expected that newsfeeds and e-newsletters will be developed during these key points:

- Introduction and announcement of the project kick-off (Jan. 2020)
- Principles to guide refinement of mobility policy, measures and methods (Spring 2020)
- Release of case study analysis and findings (~Jan 2021)
- JPACT/Council direction to staff on development of recommended mobility policy and future local, regional and state implementation actions (~March 2021)
- Public notice and invitation to participate in the 45-day public comment period and release of recommended policy and implementation actions document (~June 2021)
- Announcement of Metro Council action on Regional Mobility Policy, proposed amendments to the Oregon Highway Plan (Policy 1F) and implementation next steps (~Fall 2021)
- **Publications (ongoing)** Fact sheets, project updates and other materials will be developed to describe the project and specific aspects of the update at key milestones. The materials will be distributed at briefings and meetings. Summary reports documenting the results and findings of major tasks will also be developed and made available on Metro's website and at meetings.
  - Series of fact sheets
    - Explain the policy, issue, and project purpose and process (~Jan. – March 2020)
    - Explain criteria and information about case studies (~Fall 2020)
    - Explain analysis of case studies and findings (~Winter 2021)
    - Explain mobility policy recommendation, effect and recommendations for how it will be implemented at local, regional and state levels (~June 2021)
    - Other topics may be identified through the process
  - Technical memorandums and meeting materials (ongoing)
  - Regional Mobility Policy Recommendations Reports – Discussion Draft and Public Review Draft (~spring 2021)

- Implementation Recommendations Reports - Discussion Draft and Public Review Draft (~spring 2021)
  - Final report (~summer/fall 2021)
  - Presentations (ongoing)
- **Consultation activities (ongoing)** The project team will consult with regulatory and other public agencies and stakeholders, including OTC, LCD, DLCD, FHWA, FTA, OHA and others identified during the scoping process. Activities will include: email updates, in-person briefings, offering two group consultation meeting opportunities to provide feedback (~June '20 and March '21) and an invitation to provide feedback during the public comment period (June – July '21).
- **Public engagement reports (ongoing)** Throughout the process, the project team will document all public involvement activities and key issues raised through the process.
- **Final public comment log and stakeholder engagement report (~June 2021)** A public comment log and stakeholder engagement report will be compiled and summarized at the end of the formal 45-day public comment period. The public comment log will summarize comments received and recommended actions to address comments.