

## **Olmstead Subcabinet Meeting Agenda**

Wednesday, February 22, 2017 • 4:00 p.m. to 5:30 p.m.  
Minnesota Housing – State Street Conference Room  
400 Sibley Street, St. Paul, MN 55101

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<b>1) Call to Order</b>	
<b>2) Roll Call</b>	
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b) Executive Director	
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<b>9) Adjournment</b>	

### **Next Subcabinet Meeting:**

February 27, 2017 – 9:30 a.m. to 11:00 a.m.

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## Olmstead Subcabinet Meeting Agenda Item

February 22, 2017

**Agenda Item:**

*4 (a) Approval of Minutes – Subcabinet meeting on January 30, 2017*

**Presenter:**

*Commissioner Tingerthal (MHFA)*

**Action Needed:**

- ☒ **Approval Needed**
- ☐ **Informational Item (no action needed)**

**Summary of Item:**

*Approval is needed of the January 30, 2017 Subcabinet meeting minutes.*

**Attachment(s):**

*Olmstead Subcabinet Meeting Minutes – January 30, 2017*

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**[AGENDA ITEM 4a]**

THESE ARE DRAFT MINUTES SUBJECT TO CHANGE BY FINAL APPROVAL OF THE SUBCABINET

**Olmstead Subcabinet Meeting Minutes**

January 30, 2017 – 1:30 p.m. to 3:00 p.m.

Minnesota Housing, 400 Sibley Street, State Street Conference Room, Saint Paul, MN 55101

**1. Call to Order**

**Action:** N/A

The meeting was called to order at 1:34 p.m. by Commissioner Mary Tingerthal (Minnesota Housing).

**2. Roll Call**

**Action:** N/A

**Subcabinet members present:**

Mary Tingerthal (Minnesota Housing); Colleen Wieck (Governor's Council on Developmental Disabilities (GCDD)); Roberta Opheim (Ombudsman for Mental Health and Developmental Disabilities (OMHDD)); Shawntera Hardy (Department of Employment and Economic Development (DEED)) arrived at 1:49 p.m.

**Designees present:**

Chuck Johnson (Department of Human Services (DHS)); Deb Kerschner (Department of Corrections (DOC)); Daron Korte (Minnesota Department of Education (MDE)); Gil Acevedo (Department of Health (MDH)); Rowzhat Shipchandler (Minnesota Department of Human Rights (MDHR)); Tim Henkel (Department of Transportation (DOT)).

**Guests present:**

Erin Sullivan Sutton, Alex Bartolic, Claire Wilson, and Adrienne Hannert (DHS); Darlene Zangara, Mike Tessneer, Rosalie Vollmar, Melody Johnson, and Diane Doolittle (Olmstead Implementation Office (OIO)); Anne Smetak (Minnesota Housing); Robyn Widley (MDE); David Sherwood-Gabrielson (DEED); Ellena Schoop (MN.IT); Christina Schaffer and Tristy Auger (MDHR); Bonnie LaPlante, Wendy Berghorst, Nicole Stockert and Mary Cahill (MDH); Andrei Hahn (GCDD); Charlie Vander Arde (Metro Cities); RoseAnn Faber (member of the public); Kim Pettman (member of the public, by phone).

**3. Agenda Review**

Commissioner Tingerthal reviewed the agenda. There were no recommended changes.

**4. Approval of Minutes**

**a) Subcabinet meeting on December 19, 2016**

The December 19, 2016 Subcabinet meeting minutes were approved.

**Motion:** Approve the December 19, 2016 Subcabinet meeting minutes.

**Action:** Motion – Acevedo. Second – Shipchandler. In Favor - All

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**5. Reports**

**a) Chair**

Commissioner Tingerthal (Chair) reported the following:

Today is the last day that Tristy Auger will be at the Subcabinet meeting in her role as Executive Assistant for the Olmstead Implementation Office (OIO). Thank you to Tristy for supporting the Olmstead Subcabinet and the OIO.

**b) Executive Director**

Executive Director Darlene Zangara (OIO) reported the following:

- **New OIO Staff:** OIO introduced a new staff member who started today. Diane Doolittle is the new OIO Project Manager. Diane has fifteen years of experience in project management. She most recently was a project manager for Minneapolis public schools, where she managed the five-year enrollment plan, which included opening three schools, relocating one school and implementing various programs. She also managed the administrative building. She managed various projects from conception to execution for General Mills. She currently serves on two non-profit boards where she is the community outreach chair and member. Diane will be working closely with the Subcabinet agencies on the Prevention of Abuse and Neglect Specialty Committee, as well as many other projects.
- **OIO Job Posting:** A job posting will be going out soon for Tristy Auger's position. An email was sent to all the Subcabinet Commissioner's executive assistants notifying them that Tristy was leaving and to redirect any emails to the OIO. The general phone number remains the same.
- **Quality of Life Survey Update:** Weekly and monthly check-ins and reports occur with vendor, The Improve Group. To date, all of the December deliverables have been completed. There are two issues that are being worked on.

The first issue relates to the National Core Indicator (NCI) survey. DHS participates in the NCI survey and an announcement about the NCI survey went out to agency staff, family members and people with developmental disabilities. Because there is an overlap of names in the sample pool of both the NCI survey and the Quality of Life survey, some individuals received similar letters from DHS about the NCI survey, and the Improve Group about the Quality of Life survey. The Improve Group received several phone calls from individuals who were confused about the difference in the surveys. The Improve Group is working with DHS to clarify the difference between the two surveys. This will allow each to better answer questions and redirect phone calls when needed.

The second issue is regarding a possible delay in the June 30, 2017 survey deadline due to a delay in getting data. The Improve Group submitted a proposal on January 27, 2017 outlining options in light of the potential delay. The first option is to hire additional interviewers and look at restructuring the interviewing schedule. The second option is to extend the deadline. The proposal needs to be reviewed, and we hope to have a full report at the February 2017 meeting as to the next steps.

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- Highlights of the 2016 Annual Report: OIO developed a plain language report that provides some highlights of the 2016 Annual Report. The report will be disseminated immediately and posted on the Olmstead website.
- Updated Public Comment Meeting Procedures: OIO is implementing several changes to the public comment process for Subcabinet meetings in light of concerns expressed by community members. OIO developed an information sheet which is intended to provide a clear process for individuals who wish to call into the meeting and/or those who wish to make public comments at the meeting. In addition, Subcabinet members were asked to please identify themselves each time they speak so individuals listening to the meeting by phone know who is speaking. OIO will post Subcabinet meeting materials on the Olmstead website one week before the meeting so interested individuals have an opportunity to review meeting materials in advance. Information about requesting accessibility accommodations is included on the website. OIO is also working to ensure that the meeting materials are accessible.

At the end of each meeting, a short amount of time is set aside for public comments. For the April 2017 meeting, thirty minutes will be set aside for public comments. The focus for that public comment period will be on person-centered planning. An announcement about this opportunity will be disseminated through email and social media in advance of the April meeting.

**c) Legal Office**

Anne Smetak reported the following:

- Status Conference – In June 2016, there was a biannual status conference regarding both the Jensen litigation and the Olmstead Plan before Judge Frank. The Court has now elected to have separate status conferences for the Jensen Litigation and the Olmstead Plan. The status conference regarding the Jensen litigation was held on January 5, 2017. The status conference regarding the Olmstead Plan is scheduled before Judge Frank on Friday, March 24th, at 9:30 a.m. The agenda is yet to be determined. By the time of the status conference, there will be several things pending before the Court, including the February 2017 amended plan, which will be filed with the Court in the end of February after it is reviewed and approved by the Subcabinet.

**d) Compliance Office**

There were no updates to report.

**6. Action Items****a) Olmstead Plan Amendments**

- Mike Tessneer (OIO Compliance) provided a summary of the public comments received during the Plan amendment process. The Olmstead Plan amendment process includes three opportunities for public comment. Two of those public comment periods have already taken place. To date, 45 comments were received from individuals or agencies. The 45 comments

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included approximately 137 recommendations. Comments included feedback on all fourteen topic areas, and covered everything from community engagement to crisis services to education. The topics that received the most attention were person-centered planning, transition services, housing, employment and general comments.

Almost all of the general comments focused on workforce issues as did many of the comments regarding person-centered planning, transition services, housing, and employment topic areas. The remaining ten topic areas accounted for about 61 recommendations. The next public comment opportunity is scheduled from January 31, 2017 through February 7, 2017 and will give the public an opportunity to comment on the draft Olmstead Plan reviewed by the Subcabinet at this meeting.

- Commissioner Tingerthal introduced the blackline version of the Olmstead Plan and provided an overview of the amendment process to date.

The blackline version of the Plan indicates changes made to the June 2016 Plan. Changes were made to the Introduction and Background section to update demographic information and provide details on the current amendment process. Updates were also made to the Plan Management and Oversight section.

Changes were also made to the Measurable Goals section. One change included the removal of the “What We Have Achieved” section from each topic area. The removed sections contained information regarding achievements that took place before the adoption and approval of the initial Olmstead Plan. Now that there are regular reports on implementation of the Plan, details regarding ongoing achievements are available in those reports, which are posted on the Olmstead website. Information that was previously included in the “What We Have Achieved” sections will be made available as archived documents on the Olmstead website.

Other changes were made in the Measurable Goal section to the Strategies section of some of the topic areas. Updates were made to remove items that have already been completed. There are a few additional items that need to be updated and will be included in the final version of the Plan that will be presented to the Subcabinet for review at the February meeting.

The proposed amendments to the measurable goals that the Subcabinet provisionally approved at the December 2016 meeting are reflected in the blackline version before the Subcabinet. The Rationale sections were updated as needed, to explain the reason for the amendment. Agencies will address any amendments that were made to the draft measurable goals since they were provisionally approved in December. If the Subcabinet provisionally approves this version of the Plan today, there will be a final public comment period from January 31, 2017 through February 7, 2017. Any final edits to the Plan will be reflected in the final version that will be before the Subcabinet at the February 22, 2017 meeting. After the Plan receives final approval by the Subcabinet, it will be submitted to the Court by February 28, 2017.



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Agency staff reported on any amendments that were made to the Measurable Goals since the Subcabinet provisionally approved them in December 2016.

**Erin Sullivan Sutton and Alex Bartolic (DHS) reported on proposed amendments to Person-Centered Planning, Transition Services, and Crisis Services goals.**

- Ms. Sullivan Sutton reported that in response to public comments regarding workforce issues, additional strategies were added in the area of Person-Centered Planning. The addition reads as follows:

Improve the direct service workforce

- Promote the development of recruitment and training programs that lead to meaningful career pathways for the direct service workforce. This will be done in collaboration with existing partners and resources such as other State agencies including Department of Higher Education, people with disabilities who use services, and service providers.
- Meet with stakeholders (providers, advocates, people with disabilities who use services, and their families) to report progress on the July 26, 2016 Workforce Summit recommendations, and prioritize next steps.

In response to questions by Commissioner Hardy (DEED), Alex Bartolic (DHS) agreed to the following changes:

- retitle the strategy to clarify the outcome;
- add language that includes recruitment and retention of the workforce;
- change Department of Higher Education to Office of Higher Education; and
- clarify partners, include Minnesota State Colleges and Universities (MnSCU).

Commissioner Tingerthal clarified that from these high level strategies, the agencies will develop workplan activities after adoption of the Plan that will include more detail of the steps to be taken by each agency.

In response to a question by Colleen Wieck (GCDD) Ms. Bartolic explained the reason the strategy is included in the Person-Centered Planning topic area is that, like person-centered planning, the workforce issue is foundational.

In response to a question by Commissioner Tingerthal (Minnesota Housing), Ms. Bartolic agreed that footnote 26 will include a link to the 2016 Workforce Summit recommendations.

Ms. Bartolic further explained that there was a Workforce Summit in July 2016 that resulted in a number of strategies. There were five central themes about what Minnesota needed to consider. Since the summit, a forum of about 100 people, including corporate partners and state agency staff, gathered to talk about how to move some of these themes forward.

In response to a comment from Colleen Wieck (GCDD), Ms. Bartolic agreed to review the Person-Centered Planning “What this topic means” section to determine if it can be reduced.

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Ms. Bartolic will consult with Colleen Wieck and Roberta Opheim (OMHDD) for input on any edits to this section.

- In response to a comment from Colleen Wieck (GCDD), Mary Tingerthal (Minnesota Housing) agreed to review the Measurable Goals at a Glance section to see if it can be reduced or clarified.
- Erin Sullivan Sutton (DHS) reported that there were no further amendments to Transition Services Goals Two and Three, or Crisis Services Goals Two, Four, and Five.
- Commissioner Tingerthal (Minnesota Housing) noted that when a Measurable Goal is changed to utilize a different measurement going forward, the amended Plan removes previously reported annual goals to avoid confusion. An example of this is Transition Services Goal Three.
- In response to a comment from Roberta Opheim (OMHDD), Deputy Commissioner Johnson (DHS) confirmed that Direct Care and Treatment leadership are involved in monitoring and reporting goals in their programs.

**Robyn Widley (MDE) reported on proposed amendments to Education and Positive Supports goals.**

- Ms. Widley reported that for Education Goal Two, no changes were made to the goals provisionally approved in December 2016. Ms. Widley reported there were two public comments related to post-secondary education (Goal Two). The comments were in agreement with the changes made to the measurement in that goal.
- Ms. Widley also reported that for Positive Supports Goals Four and Five, no changes were made to the goals provisionally approved in December 2016. Comments in this area supported the addition of a secondary measure of rate per student, to allow for fluctuations in the total number of students.

**Kristie Billiar (DOT) reported on proposed amendments to Transportation goals.**

- Ms. Billiar reported that no changes were made to the provisionally approved Transportation Goal One. The comments received regarding this goal relate to the annual goals going out to 2021. The timeline is consistent with the investment program that the State has adopted, so no change will be made at this time.
- Ms. Billiar reported that no changes were made to the provisionally approved Transportation Goal Two. Ms. Billiar will verify that the 1.71 million is the correct number for the goal. There were no public comments received on this goal.

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In response to a question by Roberta Opheim (OMHDD), Ms. Billiar stated that transit access is measured by industry standards; the level of service is based on the community size. As a result, some communities do not have a public transportation service area.

- Ms. Billiar reported that no changes were made to provisionally approved Transportation Goal Three. The date adjustment was made to be consistent with the Greater Minnesota transit investment plan. No public comments were received regarding this goal.
- Ms. Billiar reported that no changes were made to provisionally approved Transportation Goal Four. The date adjustment was made to be consistent with the Greater Minnesota transit investment plan. The adjustment of the rate was to bring the goals in alignment with the contracts in place with the providers.

In response to a question by Colleen Wieck (GCDD), Ms. Billiar noted that the Plan contemplates a new baseline will be established for Transportation Goal Four. That baseline is completed and will be reviewed by the Subcabinet in February.

In response to a request by Commissioner Tingerthal (Minnesota Housing), Mike Tessneer (OIO) stated that the new baseline for Goal Four can be incorporated into the February 2017 version of the Plan if it is approved by the Subcabinet in February.

In response to a request by Commissioner Tingerthal (Minnesota Housing), Ms. Billiar agreed to review the Rationale section of the Transportation section, and rearrange the items under the corresponding goal.

**Darlene Zangara (OIO) reported on proposed amendments to Community Engagement goals.**

- Darlene Zangara reported that there were no further changes made to provisionally approved Community Engagement Goal One.

**Provisional approval of Plan amendments**

- Commissioner Tingerthal (Minnesota Housing) requested that the Subcabinet provisionally approve the amendments to measurable goals and all of the changes in the current draft of the Olmstead Plan. A final draft, including any final edits, will be reviewed by the Subcabinet at the February 22, 2017 meeting.
- In response to a comment by Colleen Wieck (GCDD), Commissioner Tingerthal agreed to review the Assistive Technology topic area and consider adding back some of the language that was previously in the “What We Have Achieved” section. In addition, the review will consider adding language explaining how this topic cuts across all other areas.

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- In response to a question by Colleen Wieck (GCDD), Commissioner Tingerthal noted that the sequence of the workplan and Plan amendment processes will be the subject of discussions with Subcabinet members before the upcoming status conference.
- In response to a question by Colleen Wieck (GCDD), Commissioner Tingerthal agreed that a statement will be added to the Plan making clear that when items are removed from this version they can be found, along with previous versions of the Plan, on the Olmstead website.

**Motion: Approve the Proposed Olmstead Plan Amendments.**

**Action: Motion – Johnson. Second – Korte. In Favor – All**

- In response to a comment by Colleen Wieck (GCDD), about the inconsistency in how goals are written, Commissioner Tingerthal suggested that this issue be on the next month's meeting agenda. The OIO staff will review this topic and prepare some recommendations about presentation of goals to assure consistency across the Plan. Because a detailed discussion has not yet occurred, it was recommended not to make a change at this point.
- In response to a request by Colleen Wieck (GCDD), Commissioner Tingerthal agreed to change language in Crisis Services Goal Three on page 91 from "45 people or less" to "45 people or fewer."

**b) Workplan Compliance Report**

Mike Tessneer (OIO Compliance), reported on the Workplan Compliance Report for January. There were 40 workplan activities reviewed in January.

Of the 40 reviewed activities:

- 35 items (88%) were completed
- 2 items (5%) were on track
- 3 items (7%) were reported as exceptions

**1. Community Engagement 4A.5**

Darlene Zangara (OIO) reported that this workplan activity contemplates OIO making recommendations of Community Engagement Workgroup candidates to the Subcabinet by December 31, 2016. Additional time was needed to implement a very detailed workplan that will facilitate meaningful engagement and recruitment. The application is being posted and priority will be given to applications received by February 17, 2017. Recommendations of candidates for the workgroup will be made to the Subcabinet at the March 22, 2017 meeting.

**2. Person-Centered Planning 2A.3**

Alex Bartolic (DHS) reported that this workplan activity contemplates DHS posting the 2016 NCI survey results on the website by December 31, 2016. This item is delayed. The NCI surveys are completed and submitted through a national contractor that carries out the

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analysis and reporting. The information is not yet available, because there were more states participating, including states doing larger samples. Once the NCI results are available, they will be posted to the website, submitted to the OIO, and the results included in the next quarterly report.

**3. Transportation, 4.B.1**

Kristie Billiar (DOT) reported that this workplan activity contemplates DOT beginning the RFP application period for development of regional transportation coordinating councils (RTCC) by December 31, 2016. The delay is a result of input by potential partners and the need to further clarify the use of the councils, and the roles and responsibilities of DOT and DHS. The plan to remedy includes meetings in March and April between DOT and DHS to address areas of partnership, agency support and to finalize the RFP. The RFP will be available by July 1, 2017.

In response to a question by Commissioner Tingerthal (Minnesota Housing), Ms. Billiar reported that the RTCCs are being created as a best practice to try to coordinate efforts across agencies, funding sources, and jurisdictional boundaries. The goal is to develop eight to ten RTCCs in Minnesota.

In response to a question by Colleen Wieck (GCDD), Ms. Billiar reported that there will be a training component available for people with disabilities serving on these councils.

**Motion: Approve the Workplan Compliance Report.**

**Action: Motion – Henkel.**

**Second – Acevedo.**

**In Favor – All**

**c) Proposed Adjustment to Workplan Activities****4. Preventing Abuse and Neglect Goal 3 Activity 2A**

Alex Bartolic (DHS) reported that this workplan activity contemplates DHS submitting the State Quality Council workplan to the Subcabinet by December 31, 2016. DHS is proposing an adjustment to this item to delay this until after the Plan to Prevent Abuse and Neglect has been developed by the Specialty Committee. That will allow for better alignment between the State Quality Council and the Plan.

In response to a question by Roberta Opheim (OMHDD) Ms. Bartolic reported the State Quality Council does not look at individual reports, but at aggregate data and information to help them identify trends and types of incidents that are reported most frequently.

**Motion: Approve adjustments to Preventing Abuse and Neglect 3-2A workplan activity.**

**Action: Motion – Johnson.**

**Second – Henkel.**

**In Favor – All, except Opheim**

**Abstained – Opheim (due to concerns about this item)**

**[AGENDA ITEM 4a]**

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**7. Informational Items**

**a) Workplan activities requiring report to Subcabinet**

Subcabinet members were asked if they had any concerns or comments about the agency reports in the packet.

**1. Person Centered Planning 1B.5 – Housing Best Practices Forums**

In response to a question by Colleen Wieck (GCDD), Erin Sullivan Sutton (DHS) reported that forum participants are surveyed and that information can be shared at a later date.

**2. Health Care 2B.3 – Expansion of Health Care Homes**

In response to a question by Colleen Wieck (GCDD), Nicole Stockert (MDH) reported that the information on how many people receiving Medical Assistance have a disability can be provided in the next report to the Subcabinet.

**3. Community Engagement 1D – Summary of OIO Community Contacts**

In response to a question by Colleen Wieck (GCDD), Darlene Zangara (OIO) reported that in the future, the hope is to evaluate meaningful engagement of participants. That information will be included in future reports to the Subcabinet.

**4. Preventing Abuse and Neglect 2 – 2A – ICF/IID citations**

**5. Preventing Abuse and Neglect 2 – 2B – Supervised living facilities citations**

In response to a question by Colleen Wieck (GCDD), Nicole Stockert (MDH) reported that the citations included in both reports were a result of standard surveys or completed investigations. Future reports to the Subcabinet will include more detail on the types of surveys and the specific citations.

**8. Public Comment**

- Kim Pettman (member of the public) provided the following comments:
  - 1) Agencies should do an internal Olmstead checklist to evaluate their own agency.
  - 2) Agencies should support each other. It's good to hear DOT and DHS are working together.
  - 3) There needs to be cross agency way of working together.
  - 4) There should be disability sensitivity training for State employees.
  - 5) The way the Subcabinet meetings are run feels very lopsided. The voices of people with disabilities are not heard. One example is about worker shortage. You need to consider a stronger way to put worker shortage in the Olmstead Plan. There needs to be more transparency and more involvement of people with disabilities.

**9. Adjournment**

The meeting was adjourned at 3:05 p.m.

**Motion:** Adjournment.

**Action:** Motion – Henkel. In Favor – All

## Olmstead Subcabinet Meeting Agenda Item

February 22, 2017

### Agenda Items:

6 (a) Review baseline and annual goal

1) Transportation Goal 4 – Baseline and goal for Greater Minnesota

### Presenter:

Kristie Billiar (DOT)

### Action Needed:

- ☒ Approval Needed
- ☐ Informational Item (no action needed)

### Summary of Item:

*This item includes a goal from the Plan that require that a baseline and goals be established. The proposed baselines and goals need to be reviewed and approved by the Subcabinet before being incorporated into the revised Olmstead Plan.*

### Attachment(s):

*Proposed Baseline and Goal for Review*

- 6a1 – Transportation Goal 4

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## Proposed Baseline and Goal for Review

Transportation Goal 4 in the Olmstead Plan provides that a baseline for Greater Minnesota and a ten year goal should be developed in 2016. Below is the proposed baseline and measurable goal for Transportation Goal 4.

This is being presented to the Subcabinet for review at the February 22, 2017 meeting. If approved, the baseline and goal will be incorporated into the revised Olmstead Plan being reviewed by the Subcabinet at the February 22, 2017 meeting.

The goal below includes the provisionally approved Transportation Goal 4.

### GOAL AND BASELINE FROM PROVISIONALLY APPROVED FEBRUARY 2017 PLAN

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**TRANSPORTATION GOAL FOUR: By 2025, transit systems' on time performance will be 90% or greater statewide.**

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Reliability will be tracked at the service level, because as reliability increases, the attractiveness of public transit for persons needing transportation may increase.

**Baseline** for on time performance in 2014 was:

- Transit Link – 97% within a half hour
- Metro Mobility – 96.3% within a half hour timeframe
- Metro Transit – 86% within one minute early – four minutes late
- Greater Minnesota – Baseline to be developed in 2016

**Ten year goals** to improve on time performance:

- Transit Link – maintain performance of 95% within a half hour
  - Metro Mobility – maintain performance of 95% within a half hour
  - Metro Transit – improve to a service level of 90% or greater
  - Greater Minnesota – To be developed in 2016
- 

### PROPOSED BASELINE AND GOAL FOR FEBRUARY 2017 PLAN:

**Proposed Baseline** for on time performance in 2016

- Greater Minnesota = 76% within a 45 minute timeframe

### Proposed 10 year Goal

- Greater Minnesota = improve to service level of 90% or greater

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## Olmstead Subcabinet Meeting Agenda Item

February 22, 2017

**Agenda Item:**

*6 (c) Workplan Compliance Report*

**Presenter:**

*Mike Tessneer (OIO Compliance)*

**Action Needed:**

☒ **Approval Needed**

☐ **Informational Item (no action needed)**

**Summary of Item:**

*This is a report from OIO Compliance on the monthly review of workplan activities, and includes any activities reporting exceptions.*

**Attachment(s):**

*Workplan Compliance Report for February 2017*

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**[AGENDA ITEM 6c]****Workplan Compliance Report for February 2017**

Total number of workplan activities reviewed	24	
• Number of activities completed	18	75%
• Number of activities on track	6	25%
• Number of activities reporting exceptions	0	0%

**Exception Reporting**

There are no exceptions to report.

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## Olmstead Subcabinet Meeting Agenda Item

February 22, 2017

### Agenda Items:

#### 6 (d) Review baselines

- 1) *Person Centered Goal 1 – Baseline for plans meeting protocols*
- 2) *Transition Services Goal 1C – Baseline for other segregated housing*

### Presenter:

*Erin Sullivan Sutton and Alex Bartolic (DHS)*

### Action Needed:

- ☒ **Approval Needed**
- ☐ **Informational Item (no action needed)**

### Summary of Item:

*This item includes 2 goals from the Plan that require a baseline be established. The Subcabinet needs to review and approve the baselines.*

### Attachment(s):

#### *Proposed Baseline (and Goal) for Review and Approval*

- *6d1 – Person-Centered Planning Goal 1*
- *6d2 – Transition Services Goal 1C*

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## Proposed Baseline for Review

Person Centered Planning Goal 1 in the Olmstead Plan provides that a baseline for the current percentage of plans that meet the principles of person centered planning and informed choice should be established. Below is the proposed baseline for Person-Centered Planning Goal 1.

This is being presented to the Subcabinet for review at the February 22, 2017 meeting. If approved, this baseline will be used for quarterly reporting purposes, beginning with the February 2017 Quarterly Report.

### GOAL AND BASELINE FROM JUNE 1, 2016 PLAN

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**PERSON-CENTERED PLANNING GOAL ONE:** By June 30, 2020, plans for people using disability home and community based waiver services will meet required protocols. Protocols will be based on the principles of person-centered planning and informed choice.

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**Baseline:** In state fiscal year, 38,550 people were served by disability home and community based services. However, a baseline for the current percentage of plans that meet the principles of person-centered planning and informed choice needs to be established.

**Annual Goals** to increase the percent of plans that meet the required protocol:

- By June 30, 2016, the percent of plans that meet the required protocols will increase to 30%
  - By June 30, 2017, the percent of plans that meet the required protocols will increase to 50%
  - By June 30, 2018, the percent of plans that meet the required protocols will increase to 70%
  - By June 30, 2019, the percent of plans that meet the required protocols will increase to 85%
  - By June 30, 2020, any plans that do not meet the required protocols will be revised to contain required elements of person-centered plans.
- 

### PROPOSED BASELINE:

**Baseline:** From July-September 2016, 289 cases were reviewed. Of those cases, 47 (16.3%) were identified as having plans that were person-centered.

Time Period	Total Number of Cases (Disability Waivers)	Sample of Cases Reviewed (Disability Waivers)	Number of Cases Meeting Protocols	Percent of Cases Meeting Protocols
July – Sept 2016	1,682	289	47	16.3%

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## Proposed Baseline for Review

Transition Services Goal 1C in the Olmstead Plan provides for a baseline to be established for the number of people who have moved from other segregated housing to more segregated settings. The baseline can be established now that a standardized informed choice process is in place to determine how many individuals in segregated settings would choose or not oppose moving to an integrated setting. Below is the proposed baseline for Transition Services Goal 1C.

This is being presented to the Subcabinet for review and approval at the February 22, 2017 meeting. If approved, this baseline will be used for quarterly reporting purposes, beginning with the February 2017 Quarterly Report.

### GOAL AND BASELINE FROM JUNE 1, 2016 PLAN

**TRANSITION SERVICES GOAL ONE:** By June 30, 2020, the number of people who have moved from segregated settings to more integrated settings<sup>1</sup> will be 7,138.

**Annual Goals** for the number of people moving from ICFs/DD, nursing facilities and other segregated housing to more integrated settings are set forth in the following table:

	<b>Baseline Calendar year 2014</b>	<b>June 30, 2015 Goal</b>	<b>June 30, 2016 Goal</b>
Intermediate Care Facilities for Individuals with Developmental Disabilities (ICFs/DD)	72	84	84
Nursing Facilities (NF) under age 65 in NF > 90 days	707	740	740
Segregated housing other than listed above	Not Available <sup>2</sup>	50	250

### PROPOSED BASELINE:

**Baseline:** From July 2013 – June 2014, out of the 5,694 individuals moving, 1,121 (19.7%) moved to a more integrated setting.

<b>Time Period</b>	<b>Total moves</b>	<b>Moved to more integrated setting</b>	<b>Moved to congregate setting</b>	<b>No longer on MA</b>	<b>Not receiving residential services</b>
July 2013 – June 2014	5,694	<b>1,121 (19.7%)</b>	509 (8.9%)	219 (3.9%)	3,845 (67.5%)

<sup>1</sup> This goal measures the number of people exiting institutional and other segregated settings. Some of these individuals may be accessing integrated housing options also reported under Housing Goal One.

<sup>2</sup> A baseline is not available because there is no standardized informed choice process currently in place to determine how many individuals in segregated settings would choose or not oppose moving to an integrated setting. Once this baseline is established, the goals will be re-evaluated and revised as appropriate.

**[AGENDA ITEM 6d2]**

The chart accompanying the proposed baseline is the format that is expected to be used for quarterly reporting purposes. The language below provides context for the chart headings. If the baseline is approved, similar language will be included in the February Quarterly Report when the new baseline and chart format are used.

**Data Definitions:**

**Total Moves:** Total number of people in one of the following settings for 90 days or more:

- Adult corporate foster care
- Supervised living facilities
- Supported living services (DD waiver foster care or in own home)
- Board and Care / Board and Lodge facilities

Moves are counted when someone moves to one of the following:

- More Integrated Setting (DHS paid)
- More Congregate Setting (DHS paid)
- No longer on Medical Assistance (MA)
- Not receiving residential services (DHS paid)

**Moved to More Integrated Setting:** Total number of people that moved from a congregate setting to one of the following DHS paid settings for at least 90 days:

- Adult family foster care
- Adult corporate foster care (when moving from Board and Care/Board and Lodge facilities)
- Child foster care waiver
- Housing with services
- Supportive housing
- Waiver non-residential
- Supervised living facilities (when moving from Board and Care / Board and Lodge facilities)

**Moved to Congregate Setting:** Total number of people that moved from one DHS paid congregate setting to another for at least 90 days. DHS paid congregate settings include:

- Board and Care / Board and Lodge facilities
- Intermediate care facilities (ICF)
- Nursing facilities (NF)

**No Longer on MA:** Not currently open on public programs in MAXIS or MMIS.

**Not Receiving Residential Services:** People in this group are on Medical Assistance to pay for basic care, drugs, mental health treatment, TEFRA, etc. This group does not use other DHS paid services such as waivers, state plan or institutional services. The data used to identify moves comes from two different data systems: MMIS and MAXIS. People may have addresses or living situations identified in either or both systems. DHS is not able to use the address data to determine if the person moved to a more integrated setting or a congregate setting; or if a person's setting was less than 90 days after leaving a congregate setting.

## Olmstead Subcabinet Meeting Agenda Item

February 22, 2017

### Agenda Item:

7 (a) Workplan activities requiring report to Subcabinet

1) Employment 5A.4 and 5A.5 – WIOA impact and Order of Selection

- i. State Services for the Blind
- ii. Vocational Rehabilitation Services

### Presenter:

Carol Pankow and David Sherwood Gabrielson (DEED)

### Action Needed:

- ☐ Approval Needed
- ☒ Informational Item (no action needed)

### Summary of Item:

*This report to the Subcabinet is required in a workplan activity.*

### Attachment(s):

*Olmstead Plan Workplan - Report to Olmstead Subcabinet*

- 7a1i - State Services for the Blind
- 7a1ii – Vocational Rehabilitation Services

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**OLMSTEAD PLAN WORKPLAN  
REPORT TO OLMSTEAD SUBCABINET**

<b>Topic Area</b>	EMPLOYMENT
<b>Strategy</b>	5: Implement the Workforce Innovation and Opportunity Act (WIOA) and promote hiring among contractors
<b>Workplan Activity</b>	EM 5A.4 and EM 5A.5
<b>Workplan Description</b>	<p><b>EM 5A.4:</b> Monitor and report semi-annually to the Subcabinet on programs using the Order of Selection (OOS) process, the impact on the programs, and an analysis. Review the implementation of OOS at regular intervals to determine if it can be revised.</p> <p><b>EM 5A.5:</b> Report semi-annually to the subcabinet on the status of WIOA and the impact of its policies on State Services for the Blind (SSB) and Vocational Rehabilitation Services (VRS) and the people they serve.</p>
<b>Deadline</b>	January 22, 2017 and annually thereafter
<b>Agency Responsible</b>	DEED/SSB
<b>Date Reported to Subcabinet</b>	February 22, 2017

## OVERVIEW

This is a report to the Olmstead Subcabinet from the State Services for the Blind (SSB) on the Order of Selection process and the status of the implementation of the Workforce Innovation and Opportunity Act (WIOA) and its impact on DEED policies and the individuals served.

## REPORT

### EM 5A.4 - Order of Selection

The Director of State Services for the Blind (SSB) monitors Order of Selection and the waiting list on a quarterly basis. At this time, Category A remains open and Category B and C are closed. Since January 1, 2016, the waiting list has been opened temporarily to all categories three times:

- April 2016
- September 2016
- December 2016

The decision to open up the categories was due to available dollars. Staff submit quarterly budget projections, which are reviewed by supervisors. These budget projections align with the Director's timing of the review for Order of Selection. In addition, the Director reviews several other factors each quarter to determine if SSB has the resources to open up any or all categories. This includes:

- Expended and authorized dollar amounts
- Number of incoming applicants
- Number of closures

The current fiscal forecast does not allow for any additional categories to be permanently opened. The Director will continue to monitor the situation on a quarterly basis and make adjustments as needed.

At this time, there are no customers on the waiting list; however, the waiting list has been closed again, and it is expected there will be a small number of customers on the waiting list in January.

Since SSB went on Order of Selection October 1, 2015, the total number of customers served has decreased. In reviewing the data from December 28, 2015, SSB was serving 773 individuals and on December 28, 2016 SSB is serving 720 individuals. We believe this is due in part to fewer people applying because they think they will be wait listed. SSB started informational intake meetings twice monthly in July 2016 to give potential customers clear information about: services provided within the agency, what Order of Selection is, and to help them understand their responsibilities as a customer in a vocational rehabilitation program. This has helped individuals to make an informed choice regarding their pursuit of services.

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#### **EM 5A.5 - WIOA Broadens and Expands Service Requirements for Vocational Rehabilitation Services**

President Barack Obama signed the Workforce Innovation and Opportunity Act (WIOA) into law on July 22, 2014. WIOA (Pub. L. 113-128) is designed to help job seekers access employment, education, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy. WIOA supersedes the Workforce Investment Act of 1998 and amends the Adult Education and Family Literacy Act, the Wagner-Peyser Act, and the Rehabilitation Act of 1973. The final implementing regulations for WIOA were released on June 30, 2016.

WIOA significantly broadens the scope of services that SSB is required to provide to individuals with disabilities. These changes require a dramatic expansion of services that encourage and pave the way for individuals with disabilities to achieve competitive integrated employment in the community.

Since the implementation of WIOA in 2014 and the federal regulations in June 2016, SSB has been reviewing and modifying internal policies and procedures.

#### **Overall Policy Revision**

The Workforce Development Unit (WDU) of SSB is in the process of modifying the internal policy manual to align with WIOA and the corresponding regulations. An internal policy workgroup was formed, and several chapters have been developed. Monthly trainings with staff on the new chapters began in October 2016. The final manual and trainings are projected to be completed by July 2017.

Leadership met December 21, 2016, to discuss an amendment to Rule 3325, which guides the vocational rehabilitation and independent living programs within SSB. A rule writing team was formed, and they are beginning policy analysis to determine which sections of the rule need to be modified in order to align with WIOA and the corresponding regulations.

#### **Competitive Integrated Employment**

WIOA focuses on competitive integrated employment, which has resulted in the elimination of homemakers and other unpaid family workers as a successful employment outcome. As a result, SSB's independent living unit has received an influx of individuals who typically would have been served by the vocational rehabilitation program.



**[AGENDA ITEM 7a1i]**

Employment outcomes that would have been seen as integrated in the past are no longer deemed a suitable employment setting, according to the definition in the regulations. Several work-from-home companies that SSB has successfully placed individuals with are not considered integrated and are no longer an option for our customers.

**Pre-Employment Transition Services**

A large focus of WIOA is Pre-Employment Transition Services (Pre-ETS). SSB was required to set aside 15% of their budget for Pre-ETS, which required restructuring our entire transition program and services.

- Policies and procedures were developed that provided guidance to staff on service provision
- A new process was embedded in the new case management system (Workforce One) that allows Pre-ETS to be provided to students who have not applied for services
- A Pre-ETS Blueprint was developed that laid out the annual strategies for providing services to all Pre-ETS students.
- Two new staff were hired: a Pre-ETS coordinator and a Work Opportunities Navigator
- Two staff were realigned to provide services to students: a rehabilitation counselor and an assistive technologist
- A Memorandum of Understanding was updated with the Minnesota Department of Education and Vocational Rehabilitation Services.

**Limitations on Subminimum Wage**

A substantial change that occurred as a result of WIOA was the limitations on subminimum wage. This new law put vocational rehabilitation agencies in a gatekeeper role. All youth seeking subminimum wage employment must apply for services with vocational rehabilitation prior to entering into subminimum wage employment. All individuals in subminimum wage employment must be contacted by the vocational rehabilitation agency in set intervals in order to continue receiving subminimum wage. In response to this change, SSB instituted new policies and procedures.

- Policies and procedures were developed that provided guidance to staff on service provision
- Several forms were developed to meet the requirements for youth
- Changes were made in the new case management system that allow better tracking of these individuals
- One rehabilitation counselor's position was realigned to track and contact all individuals in subminimum wage employment known to SSB.

**RSA-911 and Performance Accountability Measures**

The new RSA-911 and corresponding performance accountability measures put a huge burden on the development of the new case management system Workforce One. The new data elements resulted in several (costly) changes and additions to the system, policy, and internal procedures.

- 30 hours of staff time was spent reviewing and restructuring Workforce One to meet the reporting requirements. The result was 100 additional effort points that would have cost over \$200,000 to ensure they were incorporated by the June 2017 deadline; however, SSB and VRS deferred several pieces of the build to a later date to save time and money.
- Policies and procedures were developed that provided guidance to staff on collection of data

**[AGENDA ITEM 7a1i]**

- The RSA-911 changed how closures and outcomes are tracked, resulting in an additional year of data collection after an individual is closed from the program
- The new performance measures resulted in a change to our state plan and will impact the goals of the vocational rehabilitation program. Goals must now include employment retention, skill gain, and business relations.

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## OLMSTEAD PLAN WORKPLAN REPORT TO OLMSTEAD SUBCABINET

<b>Topic Area</b>	EMPLOYMENT
<b>Strategy</b>	5: Implement the Workforce Innovation and Opportunity Act (WIOA)
<b>Workplan Activity</b>	EM 5A.4 and EM 5A.5
<b>Workplan Description</b>	<p><b>EM 5A.4:</b> Monitor and report semi-annually to the subcabinet on programs using the Order of Selection (OOS) process, the impact on the programs, and an analysis. Review the implementation of OOS at regular intervals to determine if it can be revised.</p> <p><b>EM 5A.5:</b> Report semi-annually to the subcabinet on the status of WIOA and the impact of its policies on SSB and VRS and the people they serve.</p>
<b>Deadline</b>	January 22, 2017 and annually thereafter
<b>Agency Responsible</b>	DEED/VRS
<b>Date Reported to Subcabinet</b>	February 22, 2017

### OVERVIEW

This is a report to the Olmstead Subcabinet from the Vocational Rehabilitation Services (VRS) on the VRS Order of Selection (OOS) process and the status of implementation of the Workforce Innovation and Opportunity Act (WIOA) and its impact on DEED policies and the individuals served.

### REPORT

#### EM 5A.4 - Order of Selection

The DEED/VRS Order of Selection process is based on federal regulations that are not subject to revision at the state level. Under Rehabilitation Services Administration (RSA) regulations, a state VR agency that cannot serve ALL persons with disabilities who are seeking services must establish an Order of Selection process that defines a priority system for who will be served first.

Minnesota's framework is based on an individual's functional limitations:

- Service Category 1: Persons with the most significant disabilities (three or more functional limitations) are the highest priority for service.
- Service Category 2: Persons with two functional limitations are the second priority for service.
- Service Category 3: Persons with one functional limitation are the third priority for service.
- Service Category 4: Persons without a functional limitation are the last priority for service.

VRS determines the number of functional limitations on an individual basis through the application and intake process.

Service Category 1 is the only category currently open. All other Service Categories are closed.

**[AGENDA ITEM 7a1ii]**

As of January 18, 2017 the VRS waiting list included a total of 1,229 individuals:

- Service Category 2 = 817
- Service Category 3 = 402
- Service Category 4 = 10
- Total = 1,229

Of individuals found eligible for VRS services since October 1, 2016 ninety-three percent (93%) of those accepted for services were from within Category 1 and the growth of the waiting list for services in Categories 2- 4 has slowed dramatically.

The VRS waiting list covers the period from December 2014 through January 18, 2017. The median time on the waiting list is 414 days, with an average of 407 days. DEED staff are in the process of mapping out a framework, including estimates of the technology, personnel and other resources that would be required to track individuals on the VRS waiting list to determine if those individuals receive services from other DEED programs.

#### **EM5A.5 - WIOA Broadened and Expanded Service Requirements for Vocational Rehabilitation Services**

On July 22, 2014 the Workforce Innovation and Opportunity Act (WIOA) was signed into law. WIOA (Pub. L. 113-128) is designed to help job seekers access employment, education, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy. WIOA supersedes the Workforce Investment Act of 1998 and amends the Adult Education and Family Literacy Act, the Wagner-Peyser Act, and the Rehabilitation Act of 1973.

WIOA significantly broadens the scope of services that VRS is required to provide to people with disabilities. These changes require a dramatic expansion of services that encourage people with disabilities to achieve competitive, integrated employment in the community.

#### **OVERVIEW**

Two categories of service required by WIOA have the greatest impact on the programs administered by VRS:

1. **Pre-Employment Transition Services became effective 7/22/14** requires VRS to target services to *students with a disability* from 9<sup>th</sup> grade youth through age 21 and to *youth with a disability* not younger than 9<sup>th</sup> grade and up to age 24 who are eligible, or potentially eligible, for services.
2. **Limitations on the Use of Subminimum Wage (WIOA Section 511)** requires VRS to provide services to populations historically not served by the agency with the intention of encouraging and assisting these individuals to achieve regular jobs in the community rather than jobs in sheltered workshops that pay less than minimum wage.

No new funding was provided under WIOA for this expansion of services. The law creates the expectation that state VR programs will divert fifteen percent (15%) of existing resources to provide the new and expanded services required under WIOA. At our current level of funding, VRS is mandated to

**[AGENDA ITEM 7a1ii]**

set aside \$6 million annually to provide Pre-Employment Transition Services, thereby reducing by that same amount the resources available to serve all other populations.

**PRE-EMPLOYMENT TRANSITION SERVICES (PRE-ETS)****Pre-Employment Transition Services**

WIOA requires that VRS provide (Pre-ETS) to special education students across 470 school districts in Minnesota.

The five required Pre-ETS services are:

- (1) job exploration counseling;
- (2) work-based learning experiences;
- (3) Post-secondary education counseling;
- (4) workplace readiness experiences; and
- (5) instruction in self advocacy.

For the 2015-2016 school year, this statewide mandate for services covers 42,811 students, ninth grade through age 21 with Individual Education Plans (IEPs) and over 5,759 students with 504 plans.\*

\* The exact number of students on 504 plans is not known because of limitations in available data.

**Implementation of Pre-ETs**

All VRS transition staff have been trained on the requirements to provide Pre-ETS and the delivery of these services has been embedded in the VRS service delivery process. At the local level, VRS is working collaboratively to coordinate with school district and county social service staff in the provision of these services.

**LIMITATIONS ON THE USE OF SUBMINIMUM WAGE: WIOA SECTION 511**

Section 511 of WIOA addresses the subject of subminimum wage jobs, usually in segregated work settings such as sheltered workshops. Section 511 identifies two target populations: young people who traditionally would have been placed in sheltered workshops, and adults who are already working in a sheltered workshop setting and earning below minimum wage.

The 511 provisions of WIOA for (1) youth at-risk of being placed in sheltered workshops and (2) adults already in sheltered employment and earning below minimum wage were effective July 22, 2016.

WIOA now requires VRS to offer and provide the following services:

- **Young people** who historically have been tracked into subminimum wage employment are required to apply for Vocational Rehabilitation Services before they can be hired into a job that pays less than minimum wage.
- **Adults** currently working in jobs below the Federal Minimum Wage (\$7.25/hour) sheltered workshops must receive career counseling, information and referral services, and discuss opportunities to pursue competitive, integrated employment in the community. These services are to be offered at six month intervals during the first year and annually thereafter. According to the

federal Department of Labor's Wage and Hour Division, there are more than 15,400 adults currently working in subminimum wage employment in Minnesota.

#### **WIOA Section 511 Implementation**

- Minnesota's eight Centers for Independent Living (CILs) are the VRS designated representatives to provide the initial career counseling and information and referral services to adults working at minimum wage for 14c employers.
- CIL staff have been trained in protocols for service provision and record keeping.
- CIL staff are providing services in eight regions statewide based in CIL service areas.
- 19 statewide community outreach and informational meetings have been held throughout the state.
- Persons working at a subminimum wage and their parents / guardians have been included in community outreach meetings provided by the CILs.
- Providers and county case managers have also been included in the community meetings provided by VRS and the CILs.

## Olmstead Subcabinet Meeting Agenda Item

February 22, 2017

### Agenda Item:

- 7 (a) *Workplan activities requiring report to Subcabinet*  
2) *Employment 5C.3 - Affirmative action plans of state contractors*

### Presenter:

*Christina Schaffer (MDHR)*

### Action Needed:

- ☐ Approval Needed
- ☒ Informational Item (no action needed)

### Summary of Item:

*This report to the Subcabinet is required in a workplan activity.*

### Attachment(s):

*Olmstead Plan Workplan - Report to Olmstead Subcabinet*

- *7a2 - Employment 5C.3*

## Olmstead Subcabinet Meeting Agenda Item

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## OLMSTEAD PLAN WORKPLAN REPORT TO OLMSTEAD SUBCABINET

<b>Topic Area</b>	Employment
<b>Strategy</b>	<b>Strategy 5:</b> Implement the Workforce Innovation and Opportunity Act (WIOA) and promote hiring among contractors
<b>Workplan Activity Number</b>	EM 5C.3
<b>Workplan Key Activity</b>	MDHR will review the Affirmative Action Plans of state contractors to identify contractors who may benefit from information and technical assistance on hiring persons with disabilities.  Annually report on number of contractors referred and number of contractors who sought technical assistance.
<b>Workplan Deadline</b>	January 31, 2017 and annually thereafter
<b>Agency Responsible</b>	MDHR
<b>Date Reported to Subcabinet</b>	February 22, 2017

### OVERVIEW

All contractors who have a contract for goods and services in excess of \$100,000 and have more than 40 full-time employees within the state on a single working day during the preceding 12 months are required to obtain a Workforce Certificate of Compliance (Workforce Certificate) from the Minnesota Department of Human Rights (MDHR).

The Commissioner of the Department has jurisdiction to determine a contractor's compliance with the Minnesota Human Rights Act (Minn. Stat. Chap. § 363A) and Minnesota Administrative Rules (Minn. R. 5000.) During a Workforce Compliance Audit the Department requests information from a Contractor for the purpose of making such a determination.

One area the Department reviews is the hiring of persons with disabilities. Minn. R. 5000.3557 states, "Contractors must request the Minnesota Department of Employment and Economic Development (DEED) to refer qualified disabled persons for consideration under their affirmative action programs". Through the Department's compliance auditing process we have successfully identified contractors who have benefited from the Department's efforts.

### REPORT

In 2015, the Department identified 290 contractors who had failed to request referrals of qualified individuals with disabilities from DEED. This number represents over 71% of the entire number (411) of audits initiated within that year. Of these 290 contractors, the Department was able to bring 238 (82%) of them into compliance.

The Department works to assist contractors with the development of their employment practices to ensure they align with their obligations set forth by state law. The Department provides ongoing technical assistance in order to maintain a positive partnership with the contractors and communities served.

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## Olmstead Subcabinet Meeting Agenda Item

February 22, 2017

### Agenda Item:

- 7 (a) *Workplan activities requiring report to Subcabinet*  
3) *Transportation 2A.1 – Mn State Highway Investment Plan (MnSHIP)*

### Presenter:

*Kristie Billiar (DOT)*

### Action Needed:

- ☐ Approval Needed
- ☒ Informational Item (no action needed)

### Summary of Item:

*This report to the Subcabinet is required in a workplan activity.*

### Attachment(s):

*Olmstead Plan Workplan - Report to Olmstead Subcabinet*

- *7a3 – Transportation 2A.1*
- *MnSHIP Executive Summary*

## Olmstead Subcabinet Meeting Agenda Item

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## OLMSTEAD PLAN WORKPLAN REPORT TO OLMSTEAD SUBCABINET

<b>Topic Area</b>	Transportation
<b>Strategy</b>	<b>Strategy 2:</b> Increase involvement in transportation planning by people with disabilities
<b>Workplan Activity Number</b>	TR 2A.1
<b>Workplan Key Activity</b>	Update the Mn State Highway Investment Plan (MnSHIP) and submit to Subcabinet.
<b>Workplan Deadline</b>	January 31, 2017
<b>Agency Responsible</b>	MnDOT
<b>Date Reported to Subcabinet</b>	February 22, 2017

### OVERVIEW

Minnesota's 12,000-mile state highway system plays a key role in supporting the state's economy and quality of life. Businesses rely on the system to move their goods and raw materials throughout the state. In addition, state highways connect Minnesotans to other transportation networks and to state, national and global markets. The Minnesota Department of Transportation (MnDOT) is responsible for constructing, operating, and maintaining this system. The 20-Year Minnesota State Highway Investment Plan (MnSHIP) is MnDOT's vehicle for deciding and communicating capital investment priorities for the system for the next 20 years.

### REPORT

- The MnSHIP updated in 2017 spans the 20-year planning period from 2018 to 2037.
- As part of the update process, MnDOT integrated public engagement with technical tasks for both the MnSHIP and the Statewide Multimodal Transportation Plan (SMTP). Public outreach included numerous public meetings, events, and surveys, which were available to all. Notification for events and surveys included the Minnesota State Council on Disability's networks and MnDOT's mailing list dedicated to individuals with an interest in accessibility issues. Presentations to individual groups were available on request and a total of four requests for presentation were received from groups representing disability interests.
- Appendix D of the Plan includes a summary of public and stakeholder engagement activities completed, audiences reached, results and outcomes. The summary includes engagement activities for all project stages.
- The 2017 MnSHIP Executive Summary is attached.
- The full MnSHIP Plan (352 pages) and response to public comments are available on the MnSHIP Plan website at <http://minnesotago.org/index.php?CID=475>.

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# Executive Summary

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## THE PURPOSE OF MNSHIP

The **20-Year Minnesota State Highway Investment Plan** directs capital investment for Minnesota's state highway system. The plan must identify investment priorities given current and expected funding. It is updated every four years, as required by Minnesota Statute. This MnSHIP update spans the 20-year planning period from 2018 to 2037.

The Minnesota Department of Transportation takes into account many factors in developing MnSHIP. The plan prioritizes future investments to address the widening gap between highway revenues and construction costs. MnSHIP also considers federal and state laws, MnDOT policy, and current and expected future conditions on the state highway system. These factors are described in more detail in **Chapter 2, “Key Factors and Assumptions.”**

MnSHIP describes how MnDOT will use capital investments to repair, replace, and improve the state highway system. The plan does not address how MnDOT funds the operation of the system or day-to-day maintenance.

## RELATIONSHIP TO MNDOT'S PLANS AND PROGRAMS

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MnSHIP is part of a “family of plans” that connects vision and policy direction for transportation in Minnesota to how MnDOT selects projects and makes improvements on the state highway system. The **Statewide Multimodal Transportation Plan** describes statewide objectives and strategies that help MnDOT and its partners make progress toward the **Minnesota GO 50-Year Vision**. MnSHIP links policies and objectives in the Minnesota GO 50-Year Vision and the Statewide Multimodal Transportation Plan with capital investments on the state highway system.

## Investment Category Descriptions

MnDOT invests in the state highway system through various types of capital improvement projects. Some projects enhance the condition of existing infrastructure, while others add new infrastructure to the system. MnDOT tracks capital investment in highways by investment categories. Investment categories are components of projects. A single MnDOT project can include investment from multiple different investment categories. The 2013 version of MnSHIP identified 10 investment categories. This MnSHIP update includes four additional investment categories. The individual categories are separated into five major investment objective areas as illustrated in **Figure ES-1**.

Figure ES-1: MnSHIP Investment Categories and Objective Areas

SYSTEM STEWARDSHIP	TRANSPORTATION SAFETY	CRITICAL CONNECTIONS	HEALTHY COMMUNITIES	OTHER
<ul style="list-style-type: none"> <li>Pavement Condition</li> <li>Bridge Condition</li> <li>Roadside Infrastructure Condition</li> <li>Facilities</li> <li>Jurisdictional Transfer</li> </ul>	<ul style="list-style-type: none"> <li>Traveler Safety</li> </ul>	<ul style="list-style-type: none"> <li>Twin Cities Mobility</li> <li>Greater MN Mobility</li> <li>Freight</li> <li>Bicycle Infrastructure</li> <li>Accessible Pedestrian Infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>Regional + Community Improvement Priorities</li> </ul>	<ul style="list-style-type: none"> <li>Project Delivery</li> <li>Small Programs</li> </ul>

## 20-Year Revenue Projection

During the next 20 years, MnDOT estimates that \$21 billion in revenue will be available for capital investment on the state highway system – approximately \$1 billion per year. This estimate assumes that no new major sources of revenue will be introduced and that the majority of MnDOT's future revenues will originate from the four main revenue sources (federal aid, state gas tax, tab fees and motor vehicle sales tax).

MnDOT anticipates that the actual amount of funding it receives from the State Trunk Highway Fund will increase by approximately 2 percent per year over the next 20 years. However, two key trends will make it increasingly difficult for MnDOT to sustain current conditions on the state highway system:

- Construction costs are growing more quickly than revenues: Expected revenues will lose buying power as construction costs continue to grow at an annual rate of 4.5 percent.

- Revenue growth continues to be slow: Vehicles are becoming more fuel efficient and vehicle miles travelled has remained flat over the last decade.

## Summary of Needs

In developing its assumptions for MnSHIP, MnDOT projected the investments necessary to meet state highway transportation needs through 2037. This need was determined by the costs required to meet performance-based targets and other key system goals, such as advancing the state's economic vitality and supporting Minnesotans' quality of life. The total need for the Minnesota state highway system is calculated to be approximately \$39 billion over 20 years. MnDOT estimates it will have \$21 billion to invest in the state highway system over the same time period, resulting in an \$18 billion funding gap. **Figure ES-3** shows the distribution of the \$39 billion need by investment category. This level of investment would ensure that the state highway system meets all federal and state performance requirements and makes substantial progress toward realizing the Minnesota Go Vision. It would also allow MnDOT to effectively manage its greatest risks in each investment category.

Figure ES-2: Comparison of Investment Needs and Available Revenue

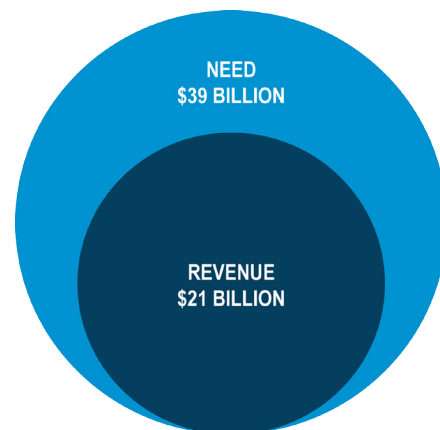
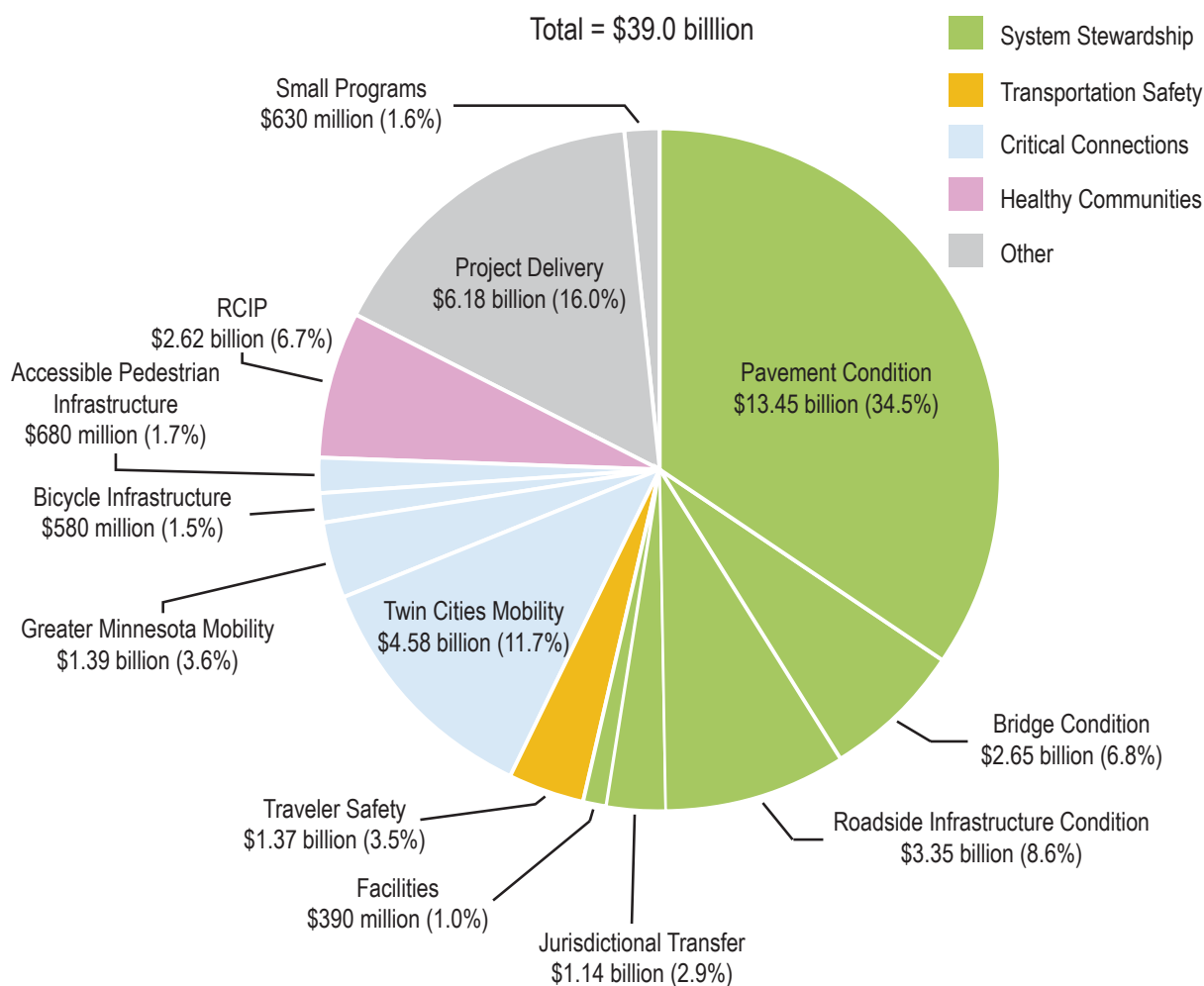


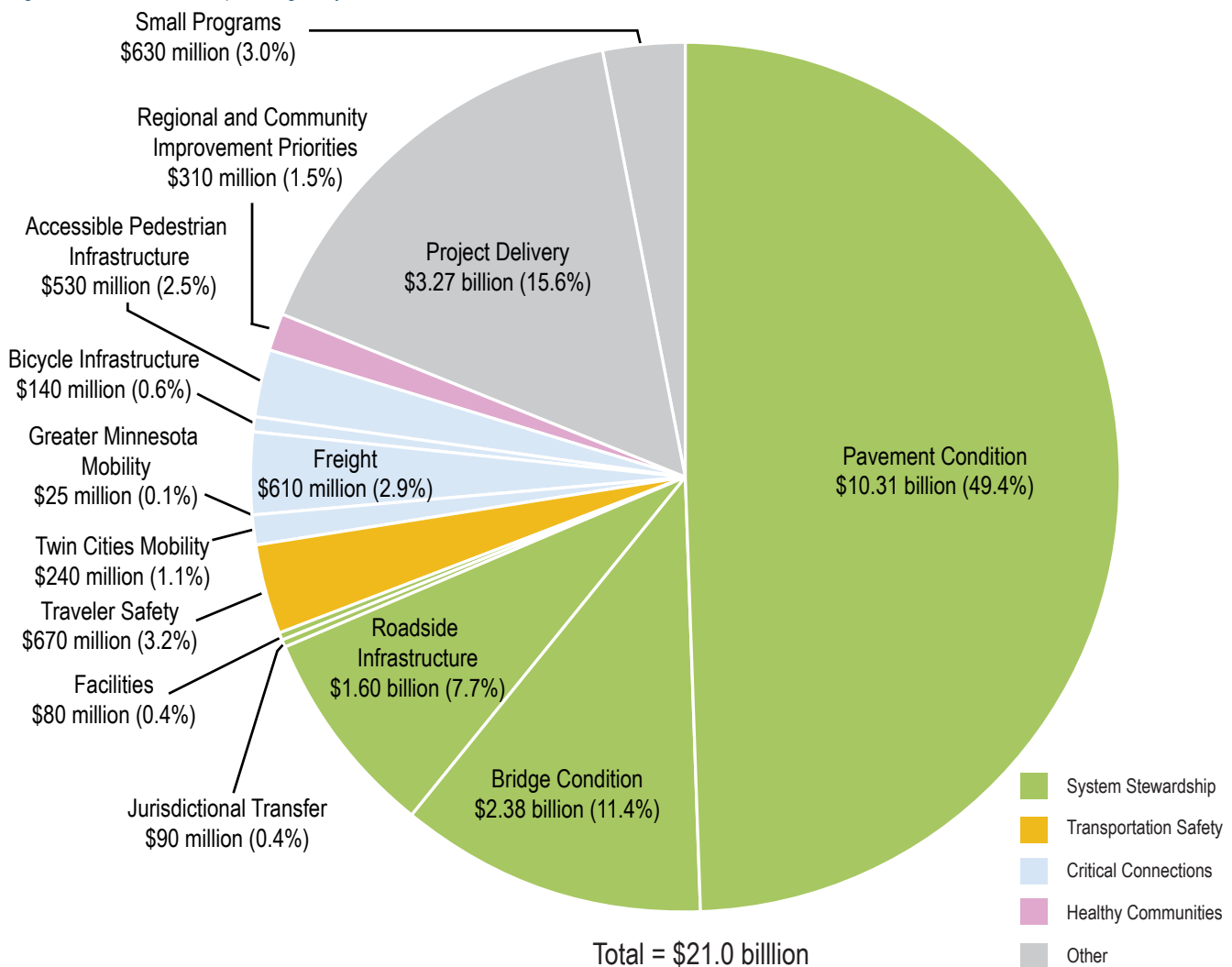
Figure ES-3: Transportation Needs During the Next 20 Years (by Investment Category)



## Investment Summary

The 20-year investment direction established in MnSHIP focuses on maintaining the existing state highway system while making limited mobility investments. This approach reflects both MnDOT and stakeholder input and meets key requirements and agency commitments. It also continues a shift for MnDOT from being a builder of the system to the maintainer and operator of the system. The investment direction does not impact the projects already developed and programmed in Years 2018 through 2021. The priorities identified in this plan will be reflected in investments and projects starting in 2022. **Figure ES-4** shows the distribution of expenditures through all years of the plan. Information on the investment direction in MnSHIP can be found in **Chapter 5, “Investment Direction.”**

Figure ES-4: 20-Year Capital Highway Investment Direction



## BIGGEST STRENGTHS

The investment direction makes progress toward goals in all four investment objective areas. MnDOT's priorities reflect the public's input that calls for a diversified approach, as well as one that prioritizes maintenance of the transportation system. Outcomes for each investment area include:

- **System Stewardship:** MnDOT focuses a majority of investment on maintaining the condition of roads, bridges, and roadside infrastructure. Federal targets for pavement and bridge condition are likely to be met.
- **Transportation Safety:** MnDOT will continue to focus on lower cost, proactive treatments aimed at preventing fatalities and serious injuries.
- **Critical Connections:** MnDOT commits to achieving substantial compliance with the Americans with Disabilities Act no later than 2037. MnDOT also commits to planned mobility investments in the Twin Cities metro area through 2023.
- **Healthy Communities:** Through the Transportation and Economic Development program, investments will be made to address local concerns through partnerships, design add-ons, and a few stand-alone projects to support economic competitiveness and quality of life.



## BIGGEST DRAWBACKS

The investment approach offers a limited response to increasing infrastructure and multimodal needs. Several challenges remain, including:

- **System Stewardship:** Conditions of roads, bridges, and roadside infrastructure decline on NHS and non-NHS routes.
- **Transportation Safety:** Only a limited number of locations with a sustained crash history will be addressed.
- **Critical Connections:** The number and scope of mobility improvements decreases substantially, potentially reducing the ability to maintain reliable travel times in the Twin Cities area and Greater Minnesota. Resources are not available to address growing areas of the state.
- **Healthy Communities:** The investment direction limits MnDOT's ability to address local concerns.

## PLAN OUTCOMES

MnDOT will make progress in all investment areas, but not all performance targets will be met (**Figure ES-5**). Pavement and bridge conditions are expected to worsen between 2018 and 2037. Travel time reliability in the Twin Cities is expected to decline due to projected regional growth.

Figure ES-5: Total Investments, Outcomes and Current Condition

INVESTMENT CATEGORY	OBJECTIVE AREA	CURRENT CONDITIONS (2017)	PROJECTED OUTCOME(S) IN 2037	TOTAL INVESTMENT (2018-2037)
Pavement Condition	System Stewardship	<p>Meet MnDOT targets and Governmental Accounting Standards Board 34 thresholds for NHS and Non-NHS pavement condition.</p> <ul style="list-style-type: none"> <li>• Interstate: 1.9% poor</li> <li>• NHS: 3.0% poor</li> <li>• Non-NHS: 4.0% poor</li> </ul>	<p>NHS and Non-NHS pavement condition worsen. Interstate condition worsens but meets federal target. Maintain GASB 34 threshold on the NHS.</p> <ul style="list-style-type: none"> <li>• Interstate: 4.0% poor</li> <li>• NHS: 8.0% poor</li> <li>• Non-NHS: 18.0% poor</li> </ul>	\$10.31 billion
Bridge Condition	System Stewardship	<p>Meet GASB 34 thresholds for NHS and Non-NHS for bridge condition. Only Non-NHS meets MnDOT targets for bridge condition.</p> <ul style="list-style-type: none"> <li>• NHS: 4.5% poor</li> <li>• Non-NHS: 1.3% poor</li> </ul>	<p>Non-NHS bridge conditions worsen, while NHS bridge condition is maintained. GASB 34 thresholds are met but NHS thresholds are not.</p> <ul style="list-style-type: none"> <li>• NHS: 5.0% poor</li> <li>• Non-NHS: 7.0-8.0% poor</li> </ul>	\$2.38 billion
Roadside Infrastructure Condition	System Stewardship	<p>Roadside infrastructure condition does not meet targets.</p> <ul style="list-style-type: none"> <li>• Culverts: 13.0% poor</li> <li>• Deep Storm Water Tunnels: 24.0% poor</li> <li>• Overhead Sign Structures: 30.0% poor</li> </ul>	<p>The condition of all roadside infrastructure assets will be maintained. Condition targets for culverts, deep storm water tunnels and overhead sign structures will not be met.</p> <ul style="list-style-type: none"> <li>• Culverts: 14.0-15.0% poor</li> <li>• Deep Storm Water Tunnels: 23.0-24.0% poor</li> <li>• Overhead Sign Structures: 25.0% poor</li> </ul>	\$1.60 billion
Jurisdictional Transfer	System Stewardship	<p>2,653 miles of misaligned roads. Transfer of misaligned roads will continue.</p>	<p>MnDOT will transfer over 900 miles of roadway between the state and local agencies.</p>	\$90 million
Facilities	System Stewardship	<p>6.0% of rest areas in good condition and nearly half in poor condition. Repair or replacement of weigh scales is not keeping pace with need.</p>	<p>6.0% of rest areas will remain in good condition. Weigh scale and weigh station replacement will not keep pace resulting in outdated or inoperable sites.</p>	\$80 million
Traveler Safety	Transportation Safety	<p>Safety improvements are made proactively with low cost/high benefit projects. Total fatalities and serious injuries have plateaued after decade-long decline.</p>	<p>Safety improvements made at a reduced rate. There is limited ability to address locations with high sustained crash rates. Total fatalities and serious injuries may see an increase.</p>	\$670 million
			<b>TOTAL</b>	<b>\$21.0 BILLION</b>

INVESTMENT CATEGORY	OBJECTIVE AREA	CURRENT CONDITIONS (2017)	PROJECTED OUTCOME(S) IN 2037	TOTAL INVESTMENT (2018-2037)
Twin Cities Mobility	Critical Connections	Congestion remains relatively flat. MnPASS express lanes and spot mobility improvements are completed where needed.	Travel time reliability likely to decrease. Investments made in two MnPASS corridors and six spot mobility improvements between 2018 and 2023.	\$240 million
Greater Minnesota Mobility	Critical Connections	A few corridors of mostly urban highways have decreased reliability during peak travel times.	Corridors likely to see decreased travel time reliability. 6-10 low-cost capital improvements are completed.	\$25 million
Freights	Critical Connections	-	-	\$610 million
Bicycle Infrastructure	Critical Connections	The condition of the state bicycle network is maintained and new bicycle improvements are being made where needed.	Reduced investment in new improvements and maintenance of existing bicycle infrastructure leads to deterioration of bicycle network.	\$140 million
Accessible Pedestrian Infrastructure	Critical Connections	Progress is being made towards ADA-compliant pedestrian infrastructure. Non-ADA pedestrian improvements are limited.  • Sidewalks not ADA compliant: 54.0%	Infrastructure on the pedestrian network will be substantially compliant with standards. Some non-ADA projects will increase pedestrian access.	\$530 million
Regional and Community Improvement Priorities	Healthy Communities	Economic development and quality of life improvements are being made through partnerships and project upgrades.	MnDOT will respond to 2-5 economic development opportunities per year through the TED program.	\$310 million
Project Delivery	Other	Invest the amount necessary to deliver projects in the other categories.	Invest the amount necessary to deliver projects in the other categories.	\$3.27 billion
Small Programs	Other	-	Continue to invest in small programs such as off-system bridges and historic properties.	\$630 million
TOTAL				\$21.0 BILLION



## RELATIONSHIP OF MNSHIP INVESTMENT DIRECTION TO PROJECT SELECTION

MnSHIP is not a project-specific plan. The investment direction established in MnSHIP is by investment category. MnDOT's districts select projects that follow the MnSHIP investment direction and help make progress toward MnDOT goals and objectives. These projects are presented in the **10-Year Capital Highway Investment Plan**. The first four years of the CHIP make up the **State Transportation Improvement Program**. Projects in the STIP are well-defined and typically considered a commitment. The projects identified in the final six years of the CHIP are not commitments; they are anticipated to change as project development progresses and needs are better understood. The CHIP is updated annually to address new project-level information as well as infrastructure conditions and system performance. MnDOT districts are responsible for designing, delivering, and constructing selected projects.

Projects are implemented annually through the STIP which documents the projects that MnDOT will fund and deliver over the upcoming four years. Annual updates of the STIP allow MnDOT to make timely changes that incorporate new investment decisions based on new plan strategies, investment priorities, or system performance. Further information on project selection can be found in **Chapter 5, "Investment Direction"** and **Appendix E: Financial Summary**.








## PRIORITIES FOR ADDITIONAL FUNDING

During the second round of the public outreach process, MnDOT asked stakeholders what their priorities would be should MnDOT receive any additional funding. The public was asked to prioritize which categories they would like to see MnDOT invest in, beyond what is being invested through the proposed investment direction. MnDOT senior leadership and key staff were also asked their preference for investing additional revenue. **Figure ES-6** on the following page shows the ranking of stakeholder and MnDOT priorities for additional funding. Stakeholders and the public generally agreed that any extra funding MnDOT receives for capital improvements on the state highway network should be spent maintaining and repairing MnDOT's existing assets. For the public, poorly maintained pavements and bridges were seen as a safety issue. Both groups believed investment in capacity or mobility improvements are priorities but disagreed on the preferred investment category. There was also agreement that main street improvements are important.





Figure ES-6: 20-Year Capital Highway Investment Direction

Stakeholder Priorities	MnDOT Priorities
 #1 - Bridge Condition	 #1 - Pavement Condition
 #2 - Pavement Condition	 #2 - Bridge Condition
 #3 - Roadside Infrastructure Condition	 #3 - Roadside Infrastructure Condition
 #4 - Traveler Safety	 #4 - Twin Cities Mobility
 #5 - RCIP - Main Street Improvements	 #5 - Traveler Safety
 #6 - RCIP - Capacity Expansion	 #6 - RCIP - Main Street Improvements

Based on input from the public and transportation stakeholders and MnDOT's own internal priorities, MnDOT would prioritize spending additional funding on:

- Maintaining and repairing existing assets on the state highway system
- Strategically improving mobility and reliability at high priority locations on the National Highway System
- Reconstructing Main Streets

Such activities would allow MnDOT to limit the number of bridges and miles of pavement in poor condition, bringing the highway system closer to Interstate and NHS performance targets. Additional funding would increase MnDOT's ability to address deteriorating culverts, signage and other supporting infrastructure. MnDOT would also be able to address more urban reconstruction, or Main Street, projects. These projects allow local governments to improve amenities and facilities along the state highway. Mobility improvements in the Twin Cities area would be consistent with the Met Council's Transportation Policy Plan, such as constructing MnPASS lanes, and follow the strategies for Twin Cities Mobility listed in MnSHIP. Mobility improvements in Greater Minnesota would focus on the locations with the greatest performance issues and focus on low-cost/high benefit improvements. Completing these additional priority projects would allow MnDOT to cost-effectively meet long term performance targets and further advance the Minnesota GO Vision for transportation.

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## Olmstead Subcabinet Meeting Agenda Item

February 22, 2017

### Agenda Item:

- 7 (a) *Workplan activities requiring report to Subcabinet*  
4) *Transportation 2B.1 – Statewide Multimodal Transportation Plan (SMTP)*

### Presenter:

*Kristie Billiar (DOT)*

### Action Needed:

- ☐ Approval Needed
- ☒ Informational Item (no action needed)

### Summary of Item:

*This report to the Subcabinet is required in a workplan activity.*

### Attachment(s):

*Olmstead Plan Workplan - Report to Olmstead Subcabinet*

- *7a4 – Transportation 2B.1*
- *SMTP Executive Summary*

## Olmstead Subcabinet Meeting Agenda Item

DRAFT

## OLMSTEAD PLAN WORKPLAN REPORT TO OLMSTEAD SUBCABINET

<b>Topic Area</b>	Transportation
<b>Strategy</b>	<b>Strategy 2:</b> Increase involvement in transportation planning by people with disabilities
<b>Workplan Activity Number</b>	TR 2B.1
<b>Workplan Key Activity</b>	Update the Mn State Multimodal Transportation Plan and submit to the Subcabinet.
<b>Workplan Deadline</b>	January 31, 2017
<b>Agency Responsible</b>	MnDOT
<b>Date Reported to Subcabinet</b>	February 22, 2017

### OVERVIEW

The Statewide Multimodal Transportation Plan is Minnesota's highest level policy plan for transportation. It is a 20 year plan based on Minnesota GO—a vision of a transportation system that maximizes the health of people, the environment and our economy. The plan is for all types of transportation and all transportation partners. It covers more than just roadways and applies to more than just the Minnesota Department of Transportation. It evaluates the status of the transportation system, what's changing, and how we're going to move forward over the next twenty years.

### REPORT

- MnDOT is required by state and federal law to plan for 20 years into the future but also to update the plan every four years. The Statewide Multimodal Transportation Plan (SMTP) was updated in 2017.
- As part of the update process, MnDOT integrated public engagement with technical tasks for both the SMTP and the Mn State Highway Investment Plan (MnSHIP). Public outreach included numerous public meetings, events, and surveys, which were available to all. Notification for events and surveys included the Minnesota State Council on Disability's networks and MnDOT's mailing list dedicated to individuals with an interest in accessibility issues. Presentations to individual groups were available on request and a total of four requests for presentation were received from groups representing disability interests.
- Appendix D of the Plan includes a summary of public and stakeholder engagement activities completed, audiences reached, results and outcomes. The summary includes engagement activities for all project stages.
- The 2017 SMTP Executive Summary is attached.
- The full SMTP Plan (256 pages) and response to public comments are available on the SMTP Plan website at <http://minnesotago.org/index.php?cID=392>.

DRAFT



## EXECUTIVE SUMMARY

The Statewide Multimodal Transportation Plan is Minnesota's highest level policy plan for transportation. It is a 20-year plan based on the Minnesota GO Vision for a transportation system that maximizes the health of people, the environment and the economy.

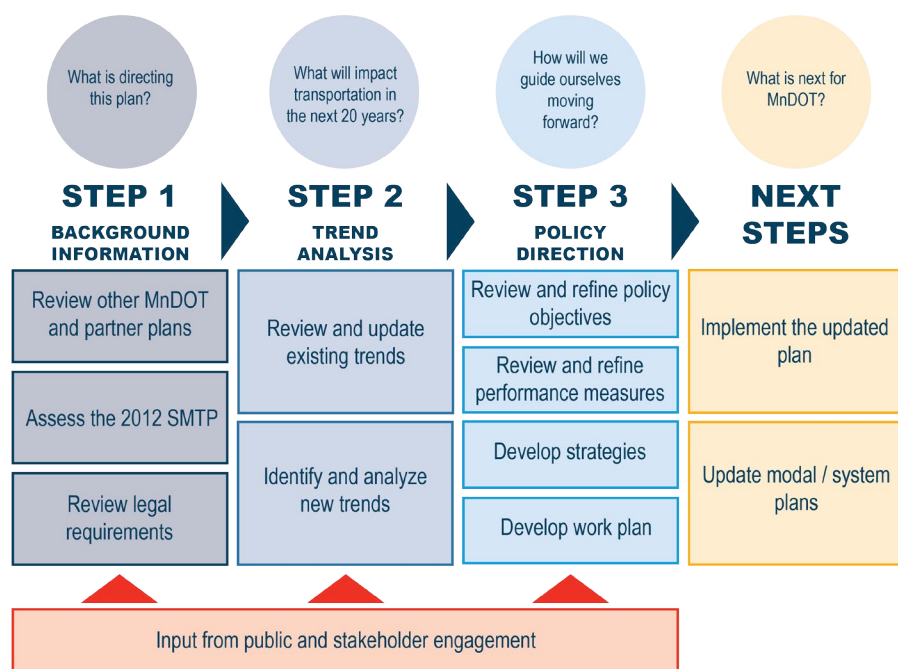
The plan is for all types of transportation and all transportation partners. It is about more than just roadways and more than just the Minnesota Department of Transportation. It evaluates the status of the entire transportation system, takes into account what is changing and provides direction for moving forward over the next 20 years.

### HOW IS THE PLAN UPDATED?

MnDOT is required by state and federal law to plan for 20 years into the future but also to update the plan every four years. The SMTP was last updated in 2012.



**Figure 1: Statewide Multimodal Transportation Plan Update Process**



# PLAN UPDATE PROCESS

## 1. BASELINE ASSESSMENT

The process began with a review of other MnDOT plans and plans from transportation partners. It also included a review of the changes in law and policy since the plan's last update in 2012. Information was collected about what MnDOT and other transportation partners are currently doing and what is already planned for the future. Finally, MnDOT evaluated the progress made so far in implementing the 2012 SMTP. More information from the baseline assessment is available in the **Appendices**.

## 2. TREND ANALYSIS

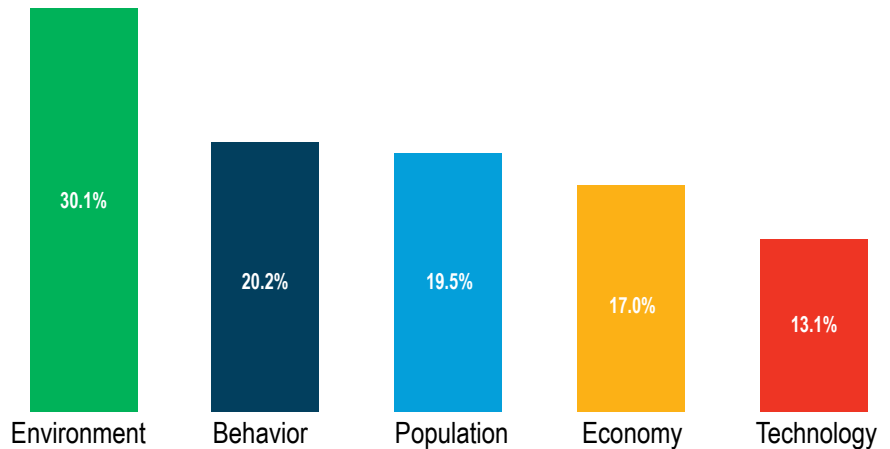
The next step focused on how Minnesota's population, economy, environment, transportation behavior and technology are changing. It included reviewing the recent past, making educated guesses about the future and analyzing what the future changes might mean for transportation in Minnesota. **Chapter 3** provides a summary of the twenty trends analyzed. During this step, Minnesotans prioritized the trends based on how important it is for MnDOT to plan for the changes and suggested potential responses. A summary of input is included in **Chapter 4**.

## 3. REVISE POLICY DIRECTION

Using the baseline assessment, trend analysis and input from the public and partners, MnDOT updated the objectives and strategies of the 2012 SMTP. Additionally, key performance measures were identified for each objective. The updated objectives, performance measures and strategies are listed in **Chapter 5**. A near-term work plan for MnDOT was also developed. The work plan includes a list of activities MnDOT will do in the next four years and can be found in **Chapter 6**.

Throughout the entire update process, MnDOT sought input from the public and transportation partners. A summary of the input received is included in **Chapter 4**. A detailed report of the public engagement activities is available in **Appendix D**.

**Figure 2: Percent of Respondents Identifying a Trend Category as Their Top Priority**



**Figure 3: Top 5 Most Important Individual Trends**





## Minnesota's multimodal transportation system maximizes the health of people, the environment and our economy.

The system:

- Connects Minnesota's primary assets—the people, natural resources and businesses within the state—to each other and to markets and resources outside the state and country
- Provides safe, convenient, efficient and effective movement of people and goods
- Is flexible and nimble enough to adapt to changes in society, technology, the environment and the economy

### Quality of Life

The system:

- Recognizes and respects the importance, significance and context of place—not just as destinations, but also where people live, work, learn, play and access services
- Is accessible regardless of socioeconomic status or individual ability

### Environmental Health

The system:

- Is designed in such a way that it enhances the community around it and is compatible with natural systems
- Minimizes resource use and pollution

### Economic Competitiveness

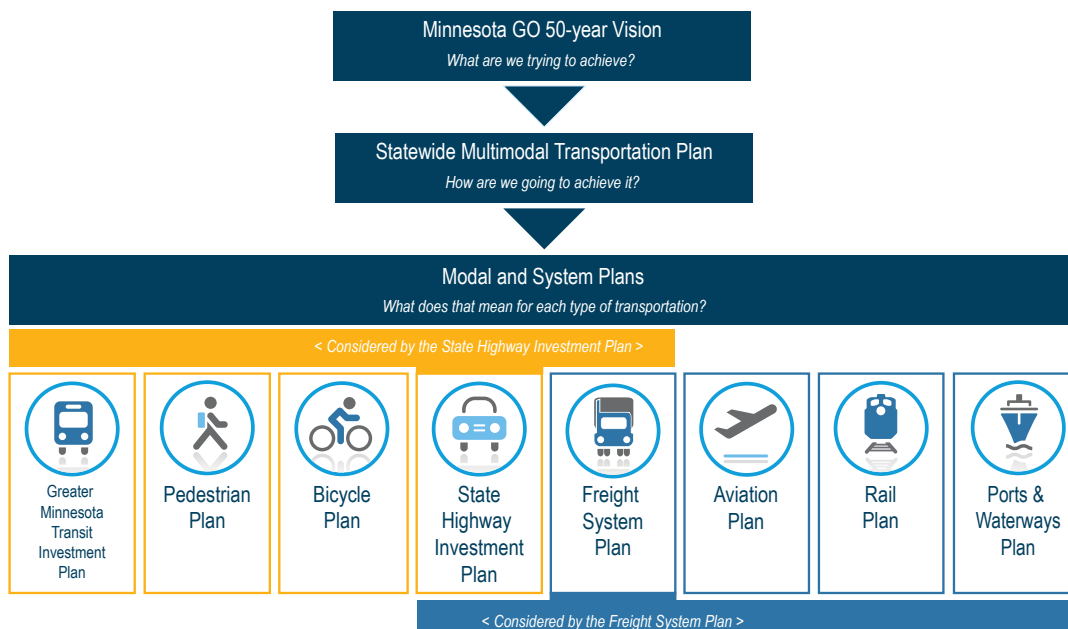
The system:

- Enhances and supports Minnesota's role in a globally competitive economy as well as the international significance and connections of Minnesota's trade centers
- Attracts human and financial capital to the state

## FAMILY OF PLANS

The SMTP provides a framework for a full set of statewide transportation plans. MnDOT plans for all the ways people and goods move throughout Minnesota—individually for each mode and together as a multimodal system. The SMTP identifies overarching guidance and priorities for the entire transportation system. The other statewide transportation plans offer mode-specific strategies, guidance and investment priorities for each part of the system. These plans include aviation, bicycle, freight, highway, pedestrian, ports and waterways, rail and transit. Additional plans provide more detail related to safety, accessibility, operations, technology and more. Together the “family of plans” directs investments, maintenance, operations, modal programs and services for the all types of transportation.

**Figure 4: MnDOT's Family of Plans**



# MINNESOTA'S TRANSPORTATION SYSTEM

Minnesota has a vast multimodal transportation system that includes roads, rail lines, airports, ports, waterways, pipelines, transit systems, trails, paths, sidewalks and more. MnDOT and local, regional, state, tribal and federal government partners, along with private sector and non-profit partners keep the system running.

**Table 1: Snapshot of Minnesota's Transportation System, January 2017**

Characteristics	Current Status
All Streets, Roads & Highways	142,914 centerline miles
State Trunk Highways	11,814 miles
County Roads	44,821 miles
City Streets	22,414 miles
Township Roads	58,686 miles
Other Public Roads	4,405 miles
Sidewalk Miles	620 miles along state highways, plus thousands more along local roadways
National and State Designated Bicycle Routes	1,133 miles (Mississippi River Trail and North Star Route)
Designated Trails	More than 4,000 miles
Bicycle Sharing	One provider (Nice Ride MN) operating in Minneapolis and St. Paul; other informal systems in communities statewide
Twin Cities Transit (seven-county area)	212 bus routes (110 local routes, 102 express routes), two light rail transit corridors, one highway bus rapid transit route, one arterial bus rapid transit route and dial-a-ride service
Greater Minnesota Transit	76 of 80 (non-Twin Cities) counties with county-wide transit service, four counties with municipal service only, seven fixed-route systems and seven small urban systems
Intercity Bus	87 destinations served in the state and connections to every metropolitan area in the Midwest
Freight Rail	4,485 track miles served by 21 railroad companies
Commuter Rail (see transit section for light rail information)	Northstar commuter rail line (Big Lake to Minneapolis)
Intercity Passenger Rail	Amtrak Empire Builder (Chicago to Seattle)
Airports	388 airports in Minnesota, including 135 public airports, nine with commercial airline service
Great Lakes Ports	Four ports on Lake Superior
River Ports	Four public ports on 219 miles of the Mississippi River system (including the Minnesota and St. Croix rivers)
Pipelines	9,347 miles
Carsharing	Two systems (HOURCAR and Zipcar) operating in Minneapolis, St. Paul, Winona and Mankato
Ride-hailing	Many local taxi companies, along with emerging ride-hailing companies such as Lyft and Uber



## PARTNERS

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The key partners that will help implement this plan include:

**Local partners:** Agencies and organizations responsible for transportation systems and decisions at the local level.

**Regional partners:** Metropolitan planning organizations and regional development organizations.

**State partners:** All state agencies and organizations in Minnesota with a statewide mission and transportation interests or impacts.

**Tribal partners:** The 12 sovereign nations of American Indian peoples with jurisdiction over lands and resources in the state.

**Federal partners:** Agencies that provide funding and have policies that impact the delivery of the transportation system.

**Private sector and non-profit partners:** Transportation advocates, developers, chambers of commerce, construction companies, consultants and private industry.

In addition to the partners identified above, many boards, committees and councils contribute to transportation decisions. State and federal legislators, community leaders and the general public are also active participants in the state's transportation system.

## OBJECTIVES, PERFORMANCE MEASURES & STRATEGIES

This plan focuses on five objectives. Each objective includes related strategies for MnDOT and transportation partners. Taken together, the objectives and strategies support the Minnesota GO Vision and help address the changes affecting Minnesota.

All transportation partners are engaged in many different activities that help to realize the vision on a daily basis. The purpose of this plan is not to list every possible activity, but to focus on key areas where additional emphasis is needed.

The objectives and related strategies are listed in no particular order. All are critical focus areas for the upcoming years.



## DEFINITIONS

- **Objective statement** – a few key phrases that describe the goal that MnDOT and transportation partners are working toward
- **Performance measures** – existing performance measures that track progress toward the objective
- **Strategies** – a list of actions to help MnDOT and transportation partners achieve the objective. The bold text of each indicates the strategy statement and is followed by additional description and examples.



## OPEN DECISION MAKING

*Make transportation system decisions through processes that are inclusive, engaging and supported by data and analysis. Provide for and support coordination, collaboration and innovation. Ensure efficient and effective use of resources.*

**Table 2: Open Decision-Making Performance Measures**

Measure	Target
Annual percentage of respondents that agree with the following statements: <ul style="list-style-type: none"> <li>• “MnDOT can be relied upon to deliver Minnesota’s transportation system.”</li> <li>• “MnDOT considers customer concerns when developing transportation plans.”</li> <li>• “MnDOT acts in a fiscally responsible manner.”</li> </ul>	80% - for each statement
Annual percentage of survey respondents indicating they are confident in MnDOT: <ul style="list-style-type: none"> <li>• Building roads and bridges</li> <li>• Maintaining roads and bridges</li> <li>• Communicating accurate info to MN citizens about their transportation plans and projects</li> <li>• Providing alternative transportation options for the future</li> </ul>	
Annual percentage of minorities and women in the highway-heavy construction workforce	No target
Annual percentage of minorities and women in MnDOT’s workforce	No target
Annual percentage of MnDOT construction projects let in the year scheduled (defined as projects in the first year of the Statewide Transportation Improvement Program let in that year)	90%



## What are the strategies?

- Engage with users and those otherwise affected by the system throughout all transportation processes.
- Communicate project-level information and impacts to the public and partners in a timely manner.
- Educate the public and partners on system-wide and modal questions in addition to project-specific transportation information.
- Improve early coordination in planning, project-selection and scoping to more effectively and efficiently use resources and maximize benefits.
- Develop and support a diverse workforce within the transportation sector.
- Use performance measurement to inform decision-making and show progress toward national, statewide, regional and local goals.
- Ensure key transportation data is kept up-to-date, usable and easily accessible to transportation partners and the public.
- Use research to inform decision-making and foster innovation within the transportation sector.



## TRANSPORTATION SAFETY

*Safeguard transportation users and the communities the system travels through. Apply proven strategies to reduce fatalities and serious injuries for all modes. Foster a culture of transportation safety in Minnesota.*

**Table 3: Transportation Safety Performance Measures**

Measure	Target
Total number of fatalities and serious injuries on Minnesota roadways resulting from crashes involving a motor vehicle each year	300 fatalities and 850 serious injuries by 2020
Total number of aviation fatalities and incidents each year	No target
Total number of rail derailments each year	No target
Annual percentage of at-grade rail crossings meeting grade-separation guidelines	No target
Total percentage of the Allied Radio Matrix for Emergency Response buildout complete	100%



## What are the strategies?

- Increase participation in and continue support for the collaborative safety initiative Toward Zero Deaths.
- Explore new opportunities to improve safety for all modes of transportation.
- Develop and share critical safety information and support educational initiatives to reduce unsafe actions by all transportation users and operators.
- Emphasize enforcement techniques with proven safety benefits.
- Plan, design, build, operate and maintain transportation infrastructure and facilities to improve the safety of all users and the communities they travel through.
- Implement strategic engineering and technology solutions to improve transportation safety.
- Work with emergency medical and trauma services to reduce response time and increase survivability.
- Collaborate with local, regional, state and federal planning efforts to ensure efficient and coordinated response to special, emergency and disaster events.
- Enhance and maintain emergency communications infrastructure across the state.





## CRITICAL CONNECTIONS

*Maintain and improve multimodal transportation connections essential for Minnesotans' prosperity and quality of life. Strategically consider new connections that help meet performance targets and maximize social, economic and environmental benefits.*

**Table 4: Critical Connections Performance Measures**

Measure	Target
Placeholder for system reliability and delay measures for the Interstate and National Highway System	To be determined
Average annual aircraft delay compared to scheduled departure time at MSP	No target
System airports with adequate approaches appropriate for their airport classification	100%
Annual transit on-time performance within the Twin Cities and Greater Minnesota	No target
Percentage of state-owned sidewalk miles substantially compliant with ADA standards	100%
Annual number of available seat miles offered on scheduled service nonstop flights from MSP and Greater Minnesota airports	No target
Population within 30 minutes surface travel time to a paved and lighted runway	No target
Percentage of state's communities whose span of transit service meets the minimum guidelines each year	90%
Average annual number of jobs accessible within a 30-minute drive during AM peak	No target
Average annual number of jobs accessible within a 30-minute transit commute during AM peak	No target



## What are the strategies?

- Define priority networks for all modes based on connectivity and access to destinations, and integrate the networks into decision-making.
- Identify and prioritize multimodal solutions that have a high return on investment.
- Identify and prioritize low-cost improvements to accelerate social, economic and environmental benefits when large-scale solutions cannot be implemented in the foreseeable future.
- Support and develop multimodal connections that provide equitable access to goods, services, opportunities and destinations.
- Provide greater access to destinations and more efficient, affordable and reliable movement of goods and people throughout the Twin Cities metropolitan area.
- Improve freight operations and intermodal connections for better access to the transportation system.
- Provide transportation options that improve multimodal connections between workers and jobs.
- Develop and improve multimodal transportation options within and between cities and regions.
- Develop and improve connections between modes of transportation.



## SYSTEM STEWARDSHIP

*Strategically build, manage, maintain and operate all transportation assets. Rely on system data and analysis, performance measures and targets, agency and partners' needs, and public expectations to inform decisions. Use technology and innovation to get the most out of investments and maintain system performance. Increase the resiliency of the transportation system and adapt to changing needs.*

**Table 5: System Stewardship Performance Measures**

Measure	Target
Annual percentage of state highway miles with poor ride quality in the travel lane	Interstate: 2% National Highway System (NHS): 4% Non-NHS: 10%
Annual percentage of state bridges in poor condition as a percent of total bridge deck area	NHS: 2% Non-NHS: 8%
Placeholder for transit vehicle condition measure	To be determined
Annual percentage of runway and parallel taxiway pavement in poor condition at all paved airports	4%
Annual percentage of routine bridge inspections completed on time	100%
Annual percentage of routine culvert inspections completed on time	80%
Annual percentage of bridges with posted weight restrictions	To be determined



## What are the strategies?

- Give asset management priority to infrastructure on identified priority networks.
- Maximize the useful life of transportation assets while considering system performance, costs and impacts to the state's economy, environment and quality of life.
- Incorporate asset management principles in capital, maintenance and operations decisions.
- Better align ownership and operations of Minnesota's transportation assets with statewide, regional and local priorities.
- Better coordinate the management of all assets connected to the transportation system.
- Proactively identify risks to the transportation system and surrounding communities to prioritize mitigation and response activities.
- Support regional approaches to mitigating identified risks to the transportation system and surrounding communities.
- Use recovery efforts to reduce system vulnerabilities.
- Providing ongoing training to transportation professionals.
- Conduct regular inspections of transportation infrastructure, facilities and equipment to monitor conditions and identify risks.



## HEALTHY COMMUNITIES

*Make fiscally-responsible transportation system decisions that respect and complement the natural, cultural, social and economic context. Integrate land use and transportation to leverage public and private investments.*

**Table 6: Healthy Communities Performance Measures**

Measure	Target
Annual greenhouse gas emissions from the transportation sector	29.5 million tons CO <sub>2</sub> e by 2025
Number of criteria pollutants below National Ambient Air Quality Standards each year	All criteria pollutants below threshold
Total percentage of acres planted with native seeds on MnDOT projects	To be determined
Total percentage of light fixtures using LED luminaries on MnDOT roadways	100%
Annual percentage of MnDOT omnibus survey respondents perceiving safe environments for bicycling / walking	No target
Annual total road salt used for snow and ice control on the state highway system compared to modeled optimal salt use	Less than 10% more than modeled optimal quantity



## What are the strategies?

- Plan, design, develop and maintain transportation infrastructure and facilities in a way that reflects and is informed by the surrounding context.
- Give higher priority to transportation improvements in areas with complementary existing or planned land uses.
- Coordinate land use and transportation planning within communities to ensure consistency, maximize benefits and limit long-term costs.
- Use a complete streets approach to assess trade-offs to better serve both users and those affected by the transportation system.
- Support and implement approaches that preserve Minnesota's natural resources, avoid causing environmental harm and improve environmental quality.
- Make transportation decisions that minimize and reduce total greenhouse gas emissions.
- Support economic vitality and create and maintain jobs through transportation infrastructure investments.
- Develop a transportation system that is respectful of cultural resources and maintains those resources for generations to come.
- Identify and give priority to infrastructure improvements, services and education that increase the number of people who bicycle, walk and take transit.



# MnDOT WORK PLAN 2017-2020

MnDOT will do the activities listed below before the Statewide Multimodal Transportation Plan is updated again in four years. These activities are not necessarily specific to any one objective or strategy but represent key areas for MnDOT to advance. Taken together, these activities will help realize the overall policy direction laid out in this plan. The list is not meant to be all-inclusive. There are many other activities in each of these areas and other areas that MnDOT will do in the upcoming years to help move this plan forward.



## ENGAGEMENT, EDUCATION & COMMUNICATIONS

- Increase the transparency of MnDOT's project selection processes
- Provide more continuous engagement with partners and the public
- Develop and update new, more inclusive public engagement resources
- Develop and improve educational materials to answer key questions of interest to Minnesotans
- Develop and execute safety education campaigns



## ADVANCING EQUITY

- Study how transportation affects equity and identify transportation strategies and approaches that will meaningfully reduce disparities
- Pilot tools and strategies to better incorporate equity into project-level decision-making



## ASSET MANAGEMENT

- Expand and improve asset management planning
- Identify vulnerabilities and assess risks to the transportation system



## LAND USE & TRANSPORTATION

- Develop tools and resources to support transportation decisions that reflect the surrounding context
- Update MnDOT technical guidance to incorporate new practices and policy direction



## PLANNING

- Review existing and potential new National Highway System intermodal connectors
- Refine the methodology used for calculating return on investment
- Maintain the MnDOT Trend Analysis Library.
- Study and work with transportation partners to prepare for connected and autonomous vehicles



## CLIMATE CHANGE

- Work with transportation partners to identify and advance statewide strategies for reducing greenhouse gas emissions
- Study and implement new and improved practices to reduce negative environmental impacts from state highway maintenance and operations



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