

MVP for Transportation Technical Committee Meeting

MEMBERS

Adeyemi Alimi, ADEC
Alex Strawn, MSB **(Chair)**
Ben White, Alaska DOT&PF
Bob Charles Jr., Knik Tribe
Brian Winnestaffer, Chickaloon Native Village
Chris Bentz Alaska DOT&PF
Crystal Smith, MSBSD
Dan Tucker, RSA Representative
Erich Schaal, City of Wasilla **(Vice Chair)**
Jennifer Busch, Public Transit
Jude Bilafer, City of Palmer
Kate Dueber, ARRC
Lawrence Smith, Trucking Industry Advocate
Randy Durham, MSB TAB
Stuart Leidner, Mobility Advocate
Tom Adams, MSB



Microsoft Teams

Meeting ID: 245 018 478 106

Passcode: jq6oq2ao

Dial in by phone

+1 605-937-6140 United States, Sioux Falls

(844) 594-6237 United States (Toll-free)

Phone conference ID: 920 060 139#

Agenda

Tuesday, May 13th, 2025

2:00 – 4:00pm

Meeting Location

Musk Ox Farm

12850 E Archie Road, Palmer, Alaska 99645

Hayloft / Classroom

1. Call to Order and Roll Call
2. Consent Agenda **(Action Item)**
 - a. Approval of the May 13th, 2025, Agenda
 - b. Approval of the April 8th, 2025, Minutes
3. Staff/Committee/Working Group Reports
 - Staff Report
 - a. Schedule of topics
4. Voices of the Visitors (Non-Action Items)
5. Action Items
6. Old Business
 - a. Scope, Schedule, and Estimate for MVP Improvement Program: Alaska DOT&PF
 - b. Program of Projects Update - Pavement Management Plan: Adam Bradway, Alaska DOT&PF
 - c. Statewide Transportation Improvement Program (STIP) Amendment #2 Update
7. New Business
 - a. Metropolitan Transportation Plan Presentation: RESPEC, LLC
 - b. Notice of Funding Opportunity (NOFO) for SS4A Competitive Grant: Tom Adams, MSB
<https://www.transportation.gov/grants/SS4A>
 - c. Highway Safety Improvement Program (HSIP) Project Nominations and Subcommittee
8. Other Issues
9. Informational Items
 - a. Transit Update
 - b. Highway Safety Improvement Program Training: May 5th, 2025 via [Teams](#), Location: TBD
 - c. MPO Quarterly Meeting, June 3rd, 2025, Anchorage
10. Technical Committee Comments

MVP for Transportation Technical Committee Meeting

11. Adjournment

Next Scheduled MPO Technical Committee Meeting – Tuesday June 10th, 2025 from 2:00-4:00pm to be held at the Musk Ox Farm and Microsoft TEAMS.

MVP for Transportation Technical Committee Meeting

MEMBERS

Adeyemi Alimi, ADEC
Alex Strawn, MSB (**Chair**)
Ben White, ADOT&PF
Bob Charles Jr., Knik Tribe
Brian Winnestaffer, Chickaloon Native Village
Clint Adler, ADOT&PF
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[+1 844-594-6237](tel:+18445946237) United States (Toll-free)
Phone conference ID: 450 802 22#

Minutes

Tuesday, April 8th, 2025
2:00 – 4:00pm

Meeting Location

Musk Ox Farm
12850 E Archie Road, Palmer Alaska 99645
Hayloft / Classroom

1. Call to Order

Meeting called to order at 2:01pm

Members Present

Adeyemi Alimi, ADEC
Andrew Reynolds, ARRC for Kate Dueber, ARRC
Ben White, Alaska DOT&PF
Brian Winnestaffer, Chickaloon Native Village
Clint Adler, Alaska DOT&PF
Crystal Smith, MSBSD
Erich Schaal, City of Wasilla
Jennifer Busch, Public Transit
Jude Bilafer, City of Palmer
Lawrence Smith, Trucking Industry Advocate
Megan Flory, RESPEC
Randy Durham, MSB TAB

Members Absent

Alex Strawn, MSB
Kate Dueber, ARRC

Visitors Present

Adam Bradway, Alaska DOT&PF
Elise Blocker, RESPEC
Kim Sollien, MVP Executive Director
Megan Flory, RESPEC

MVP for Transportation Technical Committee Meeting

2. **Consent Agenda (Action Item)**
 - a. **Approval of the April 8th, 2025 Agenda**
 - b. **Approval of the March 11th, 2025, Minutes**

Motion to approve the Consent Agenda (Winnestaffer), seconded. Passed unanimously.

3. **Staff/Committee/Working Group Reports**
 - **Staff Report**
 - a. **Schedule of topics**

Kim Sollien provided staff report. The comments were submitted for STIP Amendment #2. Adam Bradway is finalizing the STIP Amendment #2 comments. Kim Sollien, Brian Winnestaffer, and Donna Gardino attended the House Transportation Committee meeting. Kim presented MVP evolution and MVP boundary development and provided discussion for two hours.

Winnestaffer: Some people came to attack MPOs. In the end, people were appreciative, and it went really well.

4. **Voices of the Visitors (Non-Action Items)**

Adler: This is my last Technical Committee meeting. Chris Bentz will be my replacement.

5. **Action Items**
 - a. **Performance Planning Target Setting Procedures and Memorandum of Understanding (MOU) <https://measures-akdot.hub.arcgis.com/>**

Adam Bradway provided a staff report. One of the federal requirements for the MPO is setting performance targets and performance-based planning. The rules in the Federal Code are located in the meeting packet. There are new requirements in the FAST Act, which include formal procedures for DOT and MPO communication. This is essentially the same document as FAST Planning; MVP used it as a template. The first document is action to allow Kim to sign off to agree to the procedure. The second document is the Memorandum of Understand. Megan Flory - presented dashboard.

Winnestaffer: Are we are going to adopt the state's target setting procedures?

Sollien: Yes.

Bradway: Most MPOs adopt the state's target setting procedures. AMATS will adopt their own safety targets but for the most part, MPOs adopt the state's.

Winnestaffer: Will this be revisited every year?

Bradway: It would be every 2 years.

Winnestaffer: Is this tied to the MTP?

Bradway: It depends on how the MTP is structured. It wouldn't be a major amendment if there were changes.

Winnestaffer: When do these get updated? The online dashboard shows the year 2022.

Bradway: This are rolling averages. We report every two years. We keep the data and set our own targets, it's rare for MPOs to set their own targets. Alaska DOT&PF will share data.

Winnestaffer: Do the Cities also adopt these?

Bradway: These are federally required. A lot of the measures are directly tied to funding.

Sollien: In practice, for the MTP, the projects are nominated based on specific criteria such as safety. You can assume some level of point system to figure out which projects are prioritized.

Bradway: Under sustainability, none of them apply to MVP because we are not in a non-attainment area with no air quality issues. Two of the metrics only apply to Anchorage.

Winnestaffer: Although the Butte is outside of boundary, it has had a lot of development and has historically had air quality issues. When did we look and did much change since we developed the MPO boundary?

Sollien: Garret's boundary was finalized in 2022. We looked at how much development needed to happen to link the Butte. His projection showed that it was too far out. We have to revisit the boundary every census. We are keeping an eye on the Butte.

Adler: Is the MPO required to follow this, or can it develop their own?

MVP for Transportation Technical Committee Meeting

Sollien: We could develop our own. We decided to stay with the state's requirements for this round until we get our MTP and then we may develop our own.

White: These are required for the highway system. They are going to have similar ADTs. We aren't going to see a local road competing with a highway. Studded snow tires tend to damage pavement. We have to set the performance targets that our funding is tied to. This means all NHS roads in the state of Alaska. AMATS is now just setting their own safety targets for pedestrians. Alaska DOT&PF statewide measures are 80-90 percent of those that are in Anchorage. Increase match requirements are up to 65%. I recommend sticking with state measures for now until we get through the MTP.

Schaal: If we adopt target setting to meet the state's needs. Is there anything that prevents MPO from getting the info they need?

White: Absolutely not. The state is going to have data on major roads. Alaska DOT&PF is only worried about the NHS.

Motion to approve the Performance Planning Target Setting Procedures and Memorandum of Understanding (MOU) (Winnestaffer), seconded. Passed unanimously.

a. MSB Grant Agreement

Kim provided a staff report. MVP drafted the MOU to MSB and the MSB sent back a grant agreement. The money has to be spent by 2028. There is concern over the possibility of losing money. In the agreement, MVP included disbursement of funds of up to 50% and ability to get extension if needed.

Winnestaffer: Did the MVP lawyer look at this?

Sollien: The lawyer looked at initial version. The MSB made minor changes.

Motion to approve the MSB Grant Agreement (Adler), seconded. Passed unanimously.

6. Old Business

a. Alaska DOT&PF Continuous, Comprehensive, and Cooperative (3C) Policy

Kim Sollien provided a staff report. Changes have been made since the 3C policy was last seen. We're bringing this to the table for another round of Technical Committee comments. Kim Sollien went over changes that were made. The document was displayed on the screen. The document and edits were in the meeting packet.

7. New Business

None

8. Other Issues

None

9. Informational Items

a. Transit Update

Rebecca Skjothaug provided a graphic in the meeting chat and provided an update. The RFP is in process. Plan to have a transit operator selected and operational in October. The grant application process is going well. The assembly meetings are occurring every Tuesday and budget will get rolling in the latter half of the month. We do not know the levels of service yet. A two-week extension has been issued.

Schall: Does the schedule slip by two weeks?

Skjothaug: The schedule is led by the grant. The timeline will stay the same.

b. Staff Update

Kim Sollien provided an update and plans to have news for the Policy Board meeting.

MVP for Transportation Technical Committee Meeting

c. MVP Asset Management Plans Update: Adam Bradway, Alaska DOT&PF

Adam Bradway provided a staff report. A summary review of the various plans located in the meeting packet from the Program of Projects.

Winnestaffer: is this a GIS based plan?

Bradway: Yes, essentially google street view with cameras.

Winnestaffer: The public lets us know if signs are missing

Adler: The Borough already has a system for that, Problem Reporter. These are planning projects these are not one offs. These are revolving.

Bilafer: The Mat-Su problem reporter is tied to cities.

Bradway: To increase funding by \$100, 000, would mean a request change to the STIP. The amendment is still in process. Small amounts can be changed without an amendment.

d. MTP Update

Project kick-off meeting was last week on Friday. The team will come to the May meeting to go over timeline and process.

e. STIP Amendment #2 Update

Comments have been submitted. Adam Bradway will continue to work behind the scenes. Comments are in the meeting packet.

f. House Transportation Committee Meeting: April 3rd 1-3pm

The meeting link and recording are available to those who would like to see it.

10. Technical Committee Comments

Winnestaffer: Clint is going to be missed. I appreciate his openness and work with the Alaska DOT&PF

Tucker: I like to hear the cooperation and to make things better for everyone

11. Adjournment

Motion to adjourn (Adler), seconded. Meeting adjourned at 3:18pm

Next Scheduled MPO Technical Committee Meeting – Tuesday May 13th, 2025 from 2:00-4:00pm to be held at the Musk Ox Farm and Microsoft TEAMS.



MatSu Valley Planning (MVP) for Transportation
Metropolitan Planning Organization

MVP For Transportation Policy Board

Action Items

April 22nd 2025

- 1) **MOTION: Brian Winnestaffer moved to approve the Agenda** for the April 22nd Meeting, and Mayor DeVries Seconded.
Vote: Approved
 - 2) **MOTION: Brian Winnestaffer moved to Approve the Minutes** from the March 19th Meeting, and Mayor DeVries Seconded.
Vote: Approved
 - 3) **Motion: Mike Brown moved to approve signing on to** the Alaska DOT&PF Performance Planning Target Setting Procedures Policy and the Memorandum of Understanding (MOU) between DOT and the MPOs to support Performance Based Approach to Metropolitan Transportation Planning and Programming, and Bob Charles seconded.
Vote: Approved
 - 4) **Motion: Brian Winnestaffer moved to approve** signing the Grant Agreement between the Matanuska-Susitna Borough (MSB) and MVP for the implementation of the Legislative grant awarded to the MSB on MVP's behalf, and Mayor Carrington seconded.
Vote: Approved
 - 5) **Motion: Edna DeVries moved to approve amending the Program of Projects to add \$100,000 for the Pavement Asset Management Plan from MVP's FFY24 STBG carryover funding**, and Bob Charles seconded.
Vote: Approved
-



Staff Report April 2025

FFY25/26 UPWP Tasks

TASK 100 A UPWP

- Drafted and submitted the 2nd quarter UPWP narrative and financial report for Alaska DOT&PF

Task 100 B Metropolitan Transportation Plan

- Attended MTP kick-off meeting with RESPEC and Alaska DOT
- Met with the RESPEC MTP team to review the updated timeline and work plan for the plan

TIP Scoring Criteria

Complete Streets Policy

Task 100 C TransCad Modeling

- Met with RESPEC, RSG, and Adam Bradway to review the scope of work RSG will be doing for MVP's MTP and how the flow of information/projects will be fed into the model.

TASK 100 D Household Travel Survey

TASK 100 E Transportation Improvement Program

TASK 100 F Update and Implementation of the Public Participation Plan and Title VI Plan

- Scheduled a meeting with the MTP public involvement team to discuss updating the PPP and supporting the development of MVP's Purpose and Vision statement.
- Met with the MTP public involvement team to talk through PPP update, timeline and MVP's purpose and vision statement needs
- Interviewed with Rindi White with Alaska Business Monthly about MVP and edits the draft for clarify and corrections

TASK 100 G Support Services

Budget Management

- Took a few QuickBooks online trainings to learn how to set up the chart of accounts
- Set up a work session with Foraker to build out our chart of accounts in QuickBooks
- Attended a kickoff meeting with Vensure to walk through the final steps for payroll and weekly meeting with Vensure to answer questions and trouble shoot issues.
- Still waiting on final quotes for Insurance and Benefits to program costs into the budget



Staff Report April 2025

- Began the financial transition away from FAST for Foraker for Accounting services and Tech Wise for IT services, for monthly billing

Meetings

- Met with the Insurance Broker to review general liability, directors, auto, and professional liability insurance quotes to ensure that MVP will have the appropriate coverage. Also reviewed the MSB grant agreement requirements for insurance coverage to make sure we meet them. Based on the insurance requirements for the MSB grant Agreement, we had to go back out to providers to request an updated quote that included GL. We are waiting for those to come in.
- Met with the Project Team to review the TC and PB agenda and develop materials for the packet
- Presented to the House Transportation Committee on MVP's development, our boundary development process and our communication challenges on the STIP.
- Joined an AMPO national briefing on recent policy changes at the federal level and the uncertainty that accompanies them. These sessions will have an open format for Q&A.
- Met with Slavic 401k provider and initiated paperwork
- Met with an E-Verify contractor to document employment eligibility for new hires
- Attended the MSB Department budget presentations virtually
- Met with the Health insurance broker to finalize plan options and draft enrollment paperwork. They have two plans for us. One plan is for one staff member and the other is for more than one. Depending on payroll and onboarding timing we might have to deploy both options the first month.
- Met with the Health Insurance Broker again. Benefits can begin June 1st.
- Met again with Vensure to discuss new employee onboarding and to revisit the first payroll timeline.
- Listened to the MSB Borough Budget Department Presentations
- Drafted a presentation about MVP and the MTP to share at the monthly DOT Tribal coordination meeting

Staffing

- 2nd Interviews with candidates for the Office and Communications Manager and Transportation Planner
- Called References for the Office Manager
- Called References for the Planning Manager
- Janet Hart, office manager started Monday April 28th. We had a three-hour onboarding session to draft her initial work plan.



Staff Report April 2025

Office Management

- Set up new email for MVP kim.sollien@mvpmpo.com
- Migrated MVP's files onto their own cloud server in SharePoint and separated from the FAST server
- Set up phone line for the ED separate from personal cell number.
- Reviewed Clockify an app to track staff hours
- Reviewed Divvy a credit card app that helps track employee credit cards that syncs with QuickBooks
- Met with Vensure Employment Services to import our Paid Time off accrual policy into their system
- Worked with Mat Valley Federal Credit Union to understand the wire transfer / reverse wire transfer process for our payroll payments.
- Met with Tech Wise Systems to discuss how best to manage MVP's SharePoint files, the FAST Planning and MVPMPPO email and calendar, and the timeline for disjoining from FAST Planning.
- Weekly meetings with Vensure, our Employment Services company, to make sure we are on point with all the certifications and documentation to run our first payroll.
- Work session with our Foraker CPA to build out the chart of accounts in QuickBooks

Correspondence

- Requested a meeting with Chris Bentz to discuss the MVP's program of projects Improvement Program, including an updated project list and Scope, Schedule, and Budgets for each project, and to see if he would present to the TC

Nonprofit Filings and Reports

Organizational Documents

Agency Relationships

- Reviewed the Draft 3c Policy and made additional comments for review with the TC and PB

Contract Management

Requests from the Policy Board and Technical Committee directed to staff

- Bob Charles requested that MVP register for a System for Awards Management (SAM) number. Staff reviewed the application and all the documents required to apply/register, but have not applied.



Staff Report April 2025

- Staff have not registered for a SAM's number

Strategic Planning

Short-Range and Tactical Planning

Long-Range Planning

Funding / Budget

Training

TASK 200 A MSB Public Transit Planning Support

- Hosted a Transit Roundtable meeting on April 9th, in the discussion, ADOT identified a key update to the MSB's Coordinated Plan. Specific Projects need to be identified, and the Assembly needs to pass a resolution prioritizing those projects. The current plan includes planning-level projects but not specific projects. Staff requested the ADOT 5310 grant agreement and a sample resolution to share with MSB planning to support their ability to update the plan.
- Drafted a Transit Program and funding letter of support to the MSB Assembly for the PB to review and approve. This letter will be sent in advance of budget deliberations.
- The Transit Funding Support Letter was not approved by the PB and was not sent to the Assembly.

TASK 200 B Transit Development Plan

TASK 300 Asset Management Plans

- Met with ADOT Engineering and Planning and MSB, Wasilla and Palmer Public Works staff to discuss Match and Maintenance Agreements to come up with a formula based on street miles. During this discussion, it was determined that the Pavement Asset Management Plan was underfunded and needed additional funds. Because MVP did not program all of the FFY24/25 funds in the Program Of Projects, there are funds available. We are requesting that the Policy Board add an additional \$100,000 to this project. Adam Bradway is working with the STIP team to see if we can get this change in Amendment #2

TASK 300 A MVP Sign Management Plan

TASK 300 B MVP Advanced Project Definition

TASK 300 C MVP Streetlight and Intersection Management Plan

TASK 300 D Pavement Asset Management Plan



Staff Report MAY 2025

FFY25/26 UPWP Tasks

TASK 100 A UPWP

Task 100 B Metropolitan Transportation Plan

- Met with the RESPEC MTP team to review the updated timeline and work plan for the presentation for the TC and PB
- Met with RESPEC and RSG to discuss Modeling and how the tool will be used to support the MTP

TIP Scoring Criteria

Complete Streets Policy

Task 100 C TransCad Modeling

TASK 100 D Household Travel Survey

TASK 100 E Transportation Improvement Program

TASK 100 F Update and Implementation of the Public Participation Plan and Title VI Plan

- Presented to the [Alaska Commuter Rail Coalition – Year-round train service from the Matsu Valley to Anchorage](#) about MVP and the MTP.

TASK 100 G Support Services

Budget Management

- Ran MVP's first payroll
- Reconciled the bank statements and QuickBooks for February and March.
- Continued weekly QuickBooks and account management training with the Foraker Accountant
- Met with Slavic and Vensure to update the MVP benefits package.

Meetings

- Met with Adam Bradway to discuss an MVP and MTP presentation for the Friends of the Commuter Rail group.
- Attended a follow-up session the House Transportation Committee and answered questions about MPO, federal regulations and communications with DOT on the STIP



Staff Report MAY 2025

- Met with Chris Bentz and Adam Bradway to discuss the program of projects, the improvement program scope, schedule, estimates, and the project list.
- Met with ADOT Highway Safety Improvement Program staff, Members of the TC, MSB staff, and DOT&PF staff to review the program and discuss MVP nominating projects for this year of funding.
- Sent MVP TC members a doodle poll to convene a subcommittee and work on a project nomination list to present to the Policy Board for consideration.
- Sent the Improvement Program Subcommittee a doodle poll to convene a meeting to review all the Scope, schedule, and estimates for the projects submitted by the MSB and the cities, and to prioritize a list of projects for approval by the TC and PB
- Met with Adam Bradway to review a presentation to the Friends of the Commuter Rail Committee
- Met with the project team to review TC and PB agenda and develop the materials for the packet.

Staffing

- Onboarded the new staff person and developed a work plan for the first 3 months

Office Management

- Met with the insurance broker to finalize the business insurance package for MVP and bind our package.

Correspondence

Nonprofit Filings and Reports

Organizational Documents

Agency Relationships

Contract Management

Requests from the Policy Board and Technical Committee directed to the staff

- Bob Charles requested that MVP register for a System for Awards Management (SAM) number. Staff reviewed the application and all the documents required to apply/register but have not applied.
- Staff have not registered for a SAM's number

Strategic Planning



Staff Report MAY 2025

Short-Range and Tactical Planning

Long-Range Planning

Funding / Budget

Training

TASK 200 A MSB Public Transit Planning Support

TASK 200 B Transit Development Plan

TASK 300 Asset Management Plans

TASK 300 A MVP Sign Management Plan

TASK 300 B MVP Advanced Project Definition

TASK 300 C MVP Streetlight and Intersection Management Plan

TASK 300 D Pavement Asset Management Plan

- Based on Policy Board Approval, \$100,000 was requested to be added to the Pavement Management Plan from MVP's unallocated funding.

MVP MPO Meeting Schedule Topics

May 2024

- Articles of Incorporation Restated PB approved and signed
- STIP Program of Projects Work Session
- Ready to receive Federal Operation Funding – Spring 2024
- Recommend the updated Title VI plan for Public Comment
- Approve Metropolitan Transportation Plan scope of work
- Elect TC officers

June 2024

- TC Recommend and PB Approval of MVP program of projects STIP amendment for funding in FF24 and FFY25
- Review and Approve 3C's comments memo
- Review and Approve Proxy Voting change to the bylaws
- Recommend FY25 & FY26 UPWP for 30-day public comment June 19 to July 19
- Review and Adopt PM program policy for the P&P

July 2024

- 2nd Review Fiscal Policy
- 2nd Review social media Policy
- Review Bylaw changes
 - Proxy voting
 - Open Meetings Act
- Draft SS-4 to IRS for EIN
 - Conflict of interest
 - Officers & election minutes
 - Whistleblower Policy
- AOI resubmission
- STIP Amendment Update
- Program of Projects Update move everything to FFY2025
- Update the FFY25/26 UPWP
- Review FY 25 & 26 PL award letter, make necessary amendments to the budget

August 2024

- ADOT request match Funds from MSB for the MTP and PL funding
- Review and Adopt Fiscal Policy
- Review and Adopt Social Media Policy
- Review and Approve Updated Bylaws
- Review and Adopt Whistleblower Policy
- Review and Adopt Conflict of interest Certification form

MVP TC & PB meeting topics
schedule November 2024

- Review and Approve Title VI plan
- Review and Approve FFY 25 and 26 UPWP, send to DOT to forward to FHWA for approval
- Review and Approve Fiscal Policy

September 2024

- Review and Adopt Annual Budget
- Review Match requirements
- Secure Foraker CPA for Accounting support
- Research Health Plans
- Research payroll services
- Research liability insurance
- Update website with approved MVP organizational documents

October 2024

- MSB CAMP presentation Julie Spackman
- Finalize scope for Metropolitan Transportation Plan
- Call ADOT about the status of the MVP improvement program Scope, Schedule, and Budget Plus for project state and ask for match and maintenance agreements (create a presentation of the projects)
- Review and Submit SS-4 to IRS for EIN and submit with
 - Three-year annual budget
 - Officers' information and elections memo
 - Conflict of Interest policy
- IRS Letter received-

November 2024

- Review and Approve Personnel and Administrative Policies
- Send scope of work, schedule and estimate request to ADOT for Pavement, Streetlight, Intersection and Sign management plans
- Share Membership fee Invoice with TC and PB Members
- Complete descriptions for MVP staff positions Office and Communicaitons Manager, Transportation Planning Manager, Transit Planning Manager and GIS/Data Analyst (contractor)
- Attend ADOT Federal Funding Overview Work Session
- Draft and Submit final report for the FFY 2024 UPWP
- Update Proxy Voting Policy in the Bylaws
- Review and Approve Personnel Policies
- Review and Approve Records Retention, Public Records Request and Website Policy

December 2024

- Submit Final FFY24 UPWP Annual Report
- Hire Executive Director

MVP TC & PB meeting topics
schedule November 2024

- Secure Accounting Consultant
-
- Join TechSoup for discount computer software Quickbooks and Adobe Pro
- Finalize TC and PB meeting Calendar
- Rent Meeting Space for the next 6 months
- Send Invoices to PB members for Membership Fees

January 2025

- Hire Executive Director
- Secure Legal Support
- Secure IT support
- FFY25-26 UPWP Q1 report Submitted
- Transportation Alternatives Program manual presentation
- Policy Board adopts Corporate Resolution to open a bank account

February 2025

- Report management for the UPWP, Title VI, Staff, Finance, Minutes, Public Notices
- Review and Approve Grant agreement comments between MVP and the MSB for Alaska DOT&PF's membership fees and other MVP startup costs
- STIP amendment #2 review
- Check in with ADOT Civil Rights Office to discuss title VI training and reporting
- Secure Letter from ADOT&PF on the Indirect Cost Rate Agreement
- Open Bank account with \$1
- Advertise for Office / Communications Manager and Transportation Planner Positions

March 2025

- Secure Payroll, workers comp, and employee benefit management services
- Secure MTP consultant
- Review, approve and submit STIP Amendment #2 comments
- Submit questions/edits to MSB on the Grant Agreement contract for the legislative contract
- Initiate Financial Protocols with CPA and build out the QuickBooks chart of accounts and get billing and reimbursement protocols established.

April 2025

- Hire Office/Communications Manager
- Hire Planner Manager
- Finalize employee benefits and run MVP's first Payroll
- Wire Transfer to Payroll provider
- Begin Update to the Public Participation Plan & Title VI related to MTP development

MVP TC & PB meeting topics
schedule November 2024

- Review and Approve the ADOT performance-based approaches criteria to incorporate into our planning as required in 23 CFR 450.306(d). ADOT&PF will provide the MOU to MVP about the targets that we can accept or choose to adopt our own.
- Review Match Agreements for MVP's Asset Management Plans
- Begin MTP, Household Survey, and Travel Model
- Transfer all MVP's billing from FAST to MVP
- Establish regular meetings with Foraker to supervise QuickBooks Journal Entries, Invoicing, billing and bank deposits

May 2025

- Secure Insurances (both business and health insurance had to go back out in April for quotes and binding)
 - Directors
 - General Liability
 - Commercial Auto
 - Personal Property for office equipment
 - Health Insurance
- Request funding from MSB for Alaska DOT&PF Membership Fee
- Apply for State and City Business Licenses
- Review and Recommend the Public Participation Plan Update for Public Comment 45-day
- Review and Nominate HSIP Projects
- Review and Prioritize MVP Improvement Program Projects
- Review and decide how the ED and Policy Board shall handle presentations and letters of support requests
- Discuss Local Control Plan for MVP TAP funding

June 2025

- Review and Approve MVP's Prioritized Improvement Program Projects
- CRP plan review: The Plan was developed outside of consultation with the MPOs/ MVP priorities
- CMAQ funding review
- TIP Funding Policy to Technical Committee and Policy Board
- Grandfather agreements with ADOT&PF

July 2025

- Draft scope of services for the Audit and 990 filing

August 2025

- Title VI annual compliance report
- UPWP Budget Update and Public Comment Period

MVP TC & PB meeting topics
schedule November 2024

September 2025

October 2025

November 2025

December 2025

- Travel Demand Model

January 2026

- Performance measures

July 2026

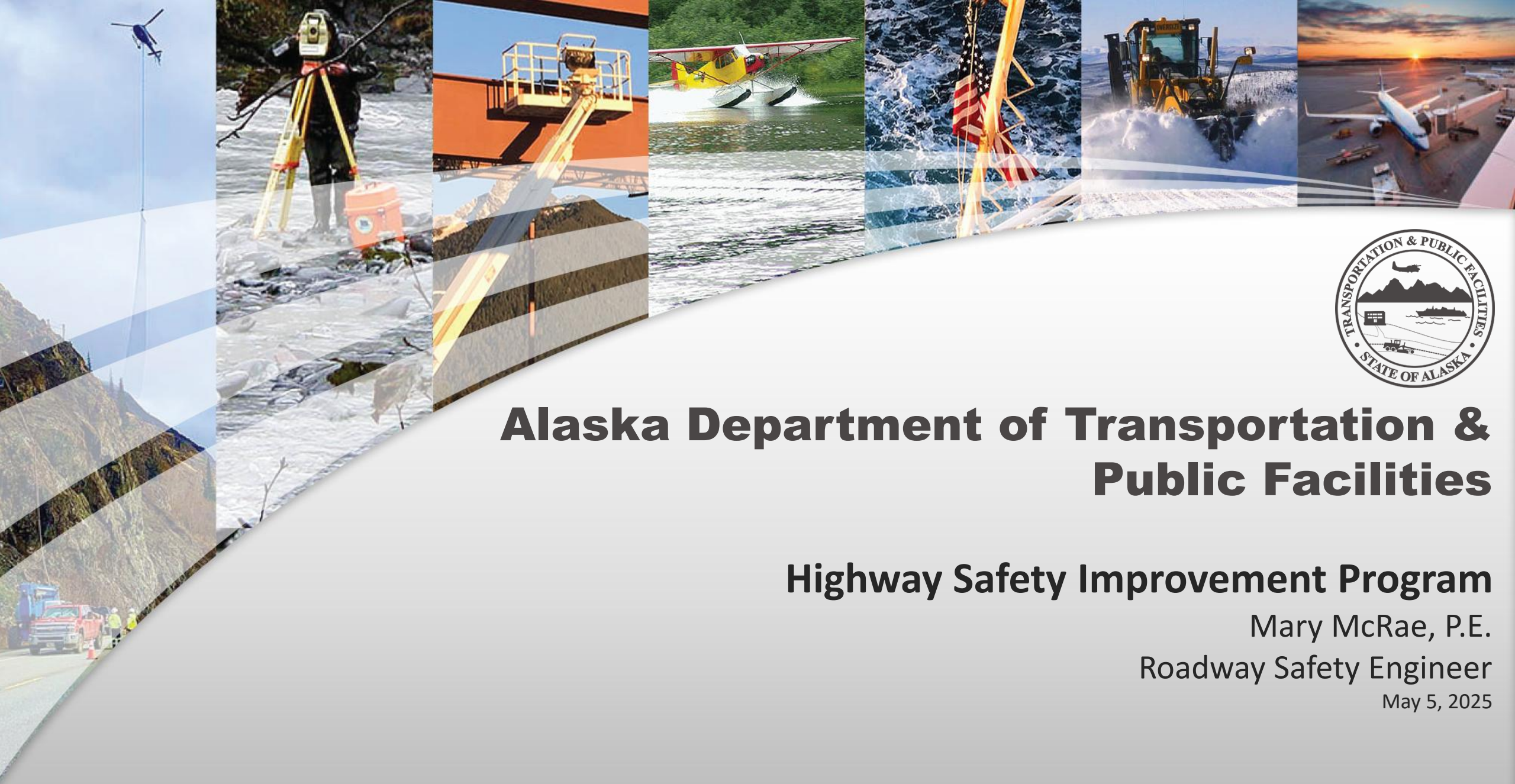
- MTP and Complete Streets Completion

October 2026

- TIP Completion

December 2026

- New MPOs should have a formally adopted MTP and TIP by **December 29, 2026**



Alaska Department of Transportation & Public Facilities

Highway Safety Improvement Program

Mary McRae, P.E.
Roadway Safety Engineer
May 5, 2025



Highway Safety Improvement Program

Consists of three main components:

1. Strategic Highway Safety Plan (SHSP);
2. HSIP (program of highway safety improvement projects) and;
3. Railway-Highway Crossing Program



Alaska
Department of
Transportation
and
Public Facilities

Alaska Highway Safety Improvement Program Handbook

Methodology for Identifying, Prioritizing and Evaluating
Highway Safety Improvement Program
Projects

22nd Edition
March 10, 2023

To Be Used In Preparing:
FFY 2024 New Project Proposals Due 7/3/23
FFY 2023 HSIP Annual Report Due 8/15/23



2023-2027 Strategic Highway Safety Plan

Based on the Safe Systems Approach;
Includes the Vulnerable Road User Safety Assessment

- *Death & Serious Injuries are unacceptable*
- *Humans make mistakes*
- *Humans are vulnerable*
- *Responsibility is shared*
- *Safety is proactive*
- *Redundancy is crucial*



SHSP: 4 Emphasis Areas



Implementing the SHSP

- Several Actions identified in Focus Area Strategies underway
 - Policy updates, including Complete Streets, Speed Limit, and Rumble Strip/Stripe policy
 - New project types like Variable Speed Limit, Road Diets
 - Emerging technologies to protect first responders
 - Increased outreach on behavioral side
 - CarFit
 - 9 law enforcement agencies participating in High Visibility Enforcement!



Vulnerable Road User Safety Assessment

APPENDIX E VULNERABLE ROAD USER SAFETY ASSESSMENT



Identified 16 high injury corridors

- 7 in AMATS area
- 3 in MVP area
- 2 in FAST Planning area

Identified 15 high injury intersections

- 8 in AMATS area
- 3 in MVP area
- 2 in FAST Planning area

Road Safety Audits will be conducted at all 31 identified high injury locations

Highway Safety Improvement Program

Mission: To construct highway improvements that maximize lives saved and serious injuries eliminated per dollar spent.

- Projects identified through the data driven process in the HSIP Handbook and nominated to Statewide for inclusion in the program
- This year:
 - Nominations due to Statewide on 0/1/24 (8/1 this year)
 - Funding plan (the actual program of projects) target date is 10/1/25



Local Contacts

Have a great
data driven
project idea?

AMATS and MVP:

Anna Bosin, P.E.

Central Region Traffic & Safety Engineer

907-269-0639

anna.bosin@alaska.gov

Is there a location
your MPO gets asked
about frequently you'd
like DOT&PF to
look in to?

DOT&PF Planning:

Adam Bradway

Central Region MPO Transportation Planner

907-269-0513

Adam.bradway@alaska.gov

A new approach to data

It's time look at new data to supplement our traditional data source, the crash report.

- Where are near misses occurring?
- Is there repeated hard braking in an area where traffic control devices are obscured or pedestrians are routinely crossing?
- Where is the actual speed significantly higher than the posted speed?
- What roads or routes are being avoided by users because they lack facilities and/or feel unsafe to travel on?



PARTNERS SAFETY

ALASKA DOT & PF

- Partnership between the Alaska Highway Safety Office and the Alaska Highway Safety Improvement Program
- Seeking better ways to engage and new sources of data
- Safety Concern Reporter (QR Code)
- Will be hosting events in Wasilla or Palmer soon!



Questions?

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