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## **MEETING NOTES**

February 14<sup>th</sup>, 2017  
King County Metro

Participants: Deborah Witmer (City of Seattle), Donna Sansoterra (First Transit), John Rochford (KC Metro), Kira Avery (Snoqualmie Valley), Lawrence Eichhorn (SDOT), Nicole Johnson (Pierce Co. EM), Randy Fay (Sno Co. EM), Robin Pfohman (Public Health), Sophia Lopez (City of Bellevue), Staci Haber (Hopelink), Zoë Jorna (Hopelink).

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## **WELCOME, INTRODUCTIONS, AND ANNOUNCEMENTS**

The meeting began at 9:30am. Attendees provided introductions.

Zoë Jorna mentioned the request for a new day/time for RARET monthly meetings. She sent out a Doodle Poll the week before and the most popular response was to move the meetings to the third Monday of the month from 9:30am-11am. The group provided consensus that this would work.

Deborah Witmer mentioned that the King County Mass Care Forum is happening on May 18<sup>th</sup> from 9am-12pm. More information to come.

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## **BRIEFING: TABLETOP WORKSHOPS**

Overall, the workshops went well. We had 91 unique individuals attend the over the three workshops. It was decided that while the workshops went well, we still need to get into the weeds on communication between Emergency Managers and Transportation Providers. Staci Haber mentioned that this is where one of our grant deliverables comes in. we need to determine what the role of the Mobility Manager is during an emergency. The group came to the consensus that we need to put together a small task force to begin tackling this issue. John Rochford mentioned that it's almost like we need to put together a phone matrix. This would allow Transportation Providers to see who they should be getting direction from. On the other side, Donna Sansoterra mentioned that it is important that we collect data on provider capabilities, including inventory and share this with Emergency Managers so they can best decide who to utilize for what role. Zoë Jorna will schedule a time for the task force to meet.

A common theme that emerged throughout the post-workshop survey comments was the need to ASL and LEP communication tips and best practices. It was decided that we need to find a way to educate everyone on resources that already exist, current apps, classes, etc.

## **WORKSHOP PLANNING: REGIONAL TABLETOP**

The next topic was on the upcoming Regional Tabletop Exercise. Zoë Jorna brought the workgroup a list of dates over the months of April and May that the PSRC space in Seattle is available. Workgroup members had limited availability those months and requested that Zoë Jorna check the availability of the space for the week of June 6<sup>th</sup>. After the possible dates were discussed, the workgroup began discussing the time aspects of the tabletop. Each mentioned that their tabletops typically run 8-12 hours to allow for meaningful discussion. In the end, it was decided that 5 hours would allow for meaningful discussion but keep it short enough that small Transportation Providers would be able to attend.

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### **ACTION ITEMS**

- *Zoë Jorna* will schedule a time for the first task force meeting to begin defining the role of the Mobility Manager;
- *Zoë Jorna* will check with PSRC to see if their space has any availability on the week of June 6<sup>th</sup> 2017;
- *Sophia Lopez* will look into the possibility of having Renton Technical College donate food for the event;
- *Zoë Jorna* will create a save the date invitation to be distributed for the regional tabletop;

### **NEXT MEETING**

Monday, March 20<sup>th</sup> 9:30-11am  
Hopelink – Bellevue

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### **VULNERABLE POPULATIONS WORKGROUP CONTACT**

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