

**Summary Report for  
Cooper Jones Active Transportation Safety Advisory Council,  
(ATSAC) Meeting #1  
September 18, 2019 \* 10 AM – 3 PM \* Seattle, WA**

**Meeting Participants:** Alexandria Alston, WA Bikes; Jennifer Arnold, Spokane Regional Health District; Dongho Chang, Seattle City Traffic Engineer; Charlotte Claybrooke, Safe Routes to Schools; David Delgado, King County Medical Examiner's Office; Josh Diekmann, Tacoma Transportation Engineer; Eric Edwards, Richland Police; Will Hitchcock, DOH; David Jones; Annie Kirk, Region 7 Target Zero Manager; Katherine Miller, Spokane Capital Programs; Dr. Amy Person, Benton-Franklin Health District; Julia Reitan, Feet First; Harold Taniguchi, Commission on Asian Pacific American Affairs; Paul Taylor, Spokane Police; Scott Waller, WTSC; Karen Wigen, Region 16 Target Zero Manager; Kerri Wilson, Intercity Transit. Anna Zivarts, Rooted in Rights; Guest Facilitator Patricia Hughes.

### **Agenda**

#### **Welcome and Introductions**

Scott Waller and Pat Hughes

*Outcome: Get to know each other, have some fun*

#### **Behavioral Working Agreements**

Pat Hughes and Group Members

*Outcome: Agreement on draft working agreements*

The group identified a number of qualities it wanted for both "being" in the group and for "doing" our work:

##### **Being:**

- Persistence and commitment – we don't give up
- Active, informed and dependable contribution/participation
- Create space for all voices and opinions – and, within that, we are "Not Turfish", "Value diverse views", "Encourage a safe space for sharing", and, "Have others in the room be open to various perspectives"
- Be Generous with our Spirit, selves and ideas
- Acknowledge the power of humor in a group

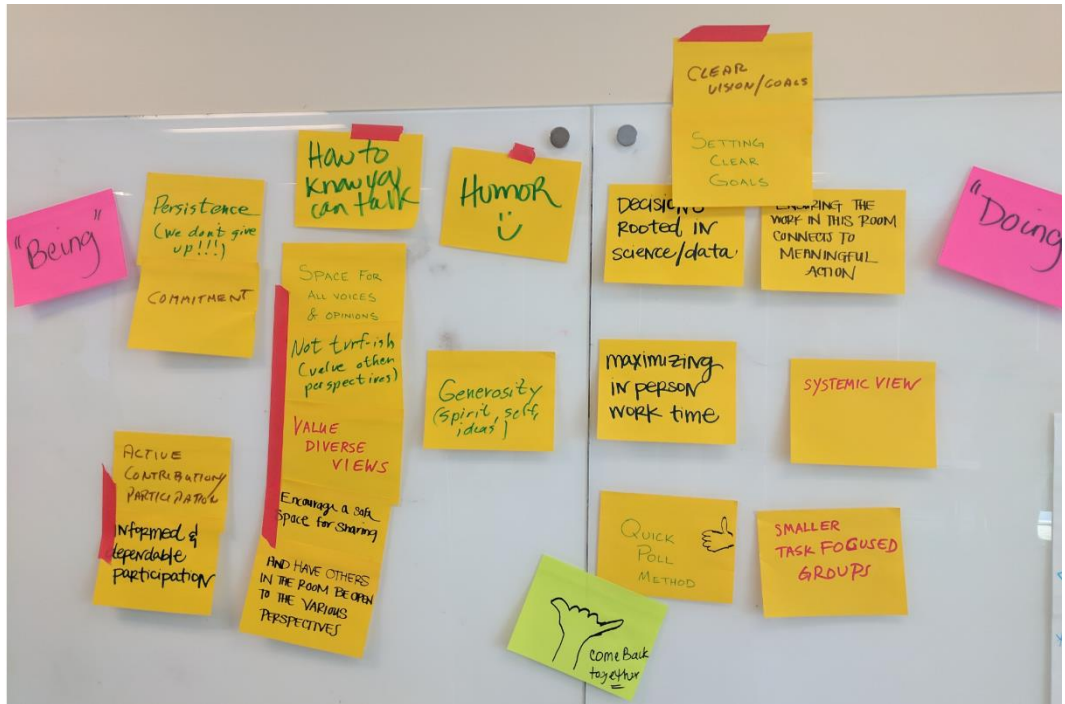
##### **One Outstanding Question:**

- How do we know when we can talk? What's the process for being recognized to say something in the group?

##### **Doing:**

- We develop, set, and maintain a clear vision and goals
- Decisions rooted in science/data

- Ensure the work of the group connects to meaningful actions
- Maximize In-person work time
- Develop and maintain a systemic view
- Use a “quick poll method”, e.g., thumbs up, thumbs down, or five finger voting, when necessary to clarify positions
- The “Phone me” sign with your hands (e.g., thumb and little finger extended, remaining fingers folded over) is our signal to come back together
- Emphasize the use of smaller, task- and time-focused groups to gather more information for the full group



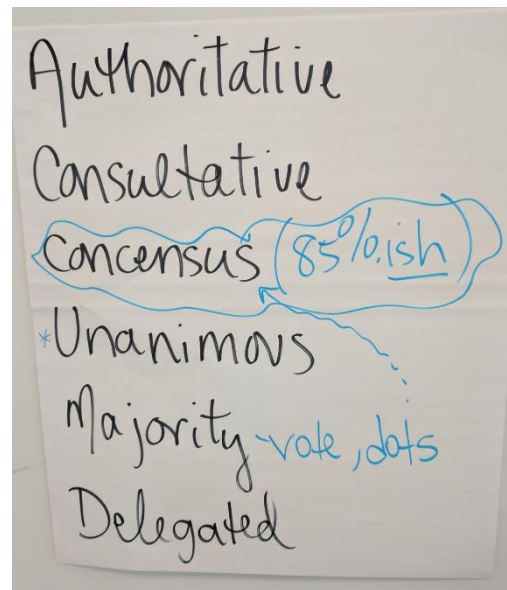
## Decision Making

Pat Hughes and Group Members

*Outcome: Agreement on how the group makes decisions*

Pat Hughes presented several different kinds of decision-making models. The group then discussed how it wanted to make decisions and strongly favored “consensus decision-making” whenever possible and majority vote using “dots” as a back-up decision-making strategy.

When making decisions, Pat encouraged the group to avoid “Yah, but...” statements as they tend to negate ideas and redirect discussion. She encouraged use of “Yes, and...” statements to acknowledge what someone else has said and then building on that. “Yes, and...” statements allow for ideas to build on one another.

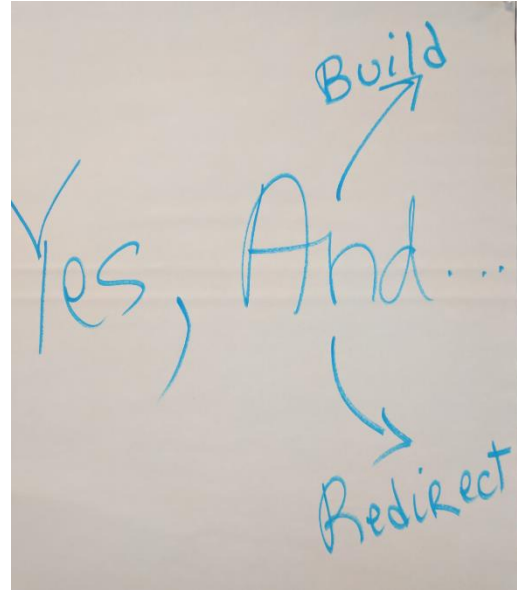


## Procedural Operations Protocol/Charter

Pat Hughes and Group Members

*Outcome: Understanding (and agreement?) on Charter and Operations Protocols*

The group discussed the Charter and Operations Protocol documents extensively and made multiple recommendations for changes. The changes will be reviewed by the ATSAC Executive Committee at its October 2 and, if necessary, November 6 meeting. The revised documents will then be sent to the ATSAC group membership for review before – and possible adoption at – the November 20, 2019 ATSAC meeting.



## Wrap Up and Reflection

Pat Hughes and Group Members

- What did we agree to? How did we do?
- Prep for November?

The group discussed two possible focus topics for the afternoon session of the November 20 meeting – “Overview of the developing Active Transportation Plan and provide input into its development” or “Examining the implications of the Ruckelshaus Foundation work re-examining the state’s Growth Management Act”. The group decided to focus on learning about – and providing input into – the Active Transportation Plan.

- Closing

## Next Meeting:

**November 20, 2019, 10 AM – 3 PM, El Centro de la Raza, 2524 16th Ave S, Seattle, WA 98144.** (Note: the Beacon Hill light rail station is about two blocks away from the meeting room.)

There will also be distance participation options available to people for at least some of the meeting.