

Minutes from Eureka SRTS Task Force Meeting

January 16, 2013 – 11 a.m. – noon

Task Force Members Present

- Dan Pires – Eureka City Schools
- Angela Shull – Lafayette Elementary
- Carole Beaton- Eureka Traffic Safety Committee
- Joan Levy – Humboldt County Public Health
- Melanie Williams – BikesThere
- Sheila Parrott – City of Eureka
- Jennifer Weiss – Redwood Community Action Agency
- Maria Bauman – Humboldt County Public Health
- Debbie Hart – Grant Elementary PTA
- Kathy Cloney-Gardiner – Principal Winship Middle School

November Meeting Minutes: Minutes unanimously approved with the addition of Sheila Parrot to the attendees list

Task Force Policy Subcommittee Report

A subcommittee, consisting of task force members Jennifer Weiss, Joan Levy, Melanie Williams and Maria Bauman, has met several times to discuss ways to sustain permanent SRTS work in Eureka City Schools through policies and protocols. This coincides with the scope of work of the CA4Health (formerly CTG) grant. Initially the committee formed to discuss specifically a “dismissal by mode” policy after it was presented at the previous task force meeting. The subcommittee brought this dismissal-specific policy idea to Laurie Alexander, Director of Student Welfare & Attendance, and Dan Pires, Director of Transportation and Risk Management. Laurie and Dan were both concerned about the feasibility of implementing the complex policy right away. Everyone came to an understanding that the best place to start with establishing permanency of SRTS within Eureka City Schools is with incorporating SRTS language and information into the Safe Schools Plan. This insert into the Safe Schools Plan will then be adapted and personalized for inclusion into each elementary school’s parent handbook. Specifically this will include:

- Language that describes the benefits of walking and/or rolling to school and that encourages parents to let their child/ren do so.
- Bus safety tips for parents
- Pedestrian safety tips for parents
- Bike and board safety tips for parents
- Motorist safety tips
- A walking map in the parent handbook for each school
- Site maps to designate site specific drop-off and pick-up procedures

Walking Maps for Lafayette and Grant

Task Force members will be working to draft walking maps for Grant and Lafayette. Walking maps have already been developed for Alice Birney and Washington. These

maps will be included in the parent handbook. The map for Grant will include the new infrastructure improvements set to take place in the summer. Task Force members are invited and encouraged to help draft the maps. Contact Jenny if you would like to participate. The drafted maps will then be submitted to the corresponding PTA/O for review and we are hoping to have them included in the parent handbooks by Fall 2013.

Cutten Walk Audit in Spring 2013

A walk audit will take place in the neighborhoods surrounding Cutten Elementary and Winship Middle School in March or April of this year. This is an especially neat opportunity to get a fresh start at Winship as it is reopening in the Fall. Dan Pires brought up his concern that Winship's design would impede the flow of traffic during arrival and dismissal. Dan also asked to consider the Glen Paul Center (nearby) in the walk audit as they share the same driveway with Winship. Dan has confirmed that he will attend the walk audit. Task Force members are welcome to participate and a date and time should be set shortly.

SR2S 2013 Calendar of Important Events

Task Force members discussed the 2013 SRTS calendar. This calendar will be uploaded onto the HCAOG webpage. The following changes/updates were requested:

- April 27: Rhododendron Parade (Alice Birney Bike Club + **all Eureka City School Districts** participate)
- Include the 1st Wednesday of the month as Walking Wednesday at Grant
- Include the first day of the 2013/14 school year

Please email Jenny for a copy of the calendar or with any additional updates to the calendar.

Call for Session Proposals – SR2S National Conference

The 4th National Safe Routes to School Conference is scheduled in Sacramento for August 13-15. Transportation professionals, SRTS advocates, program representatives, elected officials and community members will connect with colleagues to discuss ideas, resources, projects and noteworthy practices to enhance work that is creating more active kids and safer communities. The Eureka SRTS TF is looking to send members to represent our exemplary program and share our great work! **The CA4Health grant will offer a scholarship for one Task Force member to attend the conference.** Please contact Joan Levy for more information about the scholarship.

There is an opportunity to organize or join a panel to present at the conference. The call for session proposals is out. **Proposals must be very subject specific and need to be submitted by February 15.** Due to the strict criteria set for proposals and the looming deadline, a subcommittee has formed to handle this. The TF helped brainstorm session ideas that included:

- How our Task Force collaborates (partners, funding, community)
- How others can do this in their own communities through community outreach and grant writing

- Important SRTS work that can be done without needing grants, such as walk audits and updating parent handbooks
- What makes our program unique; how we have taken down silos, how we care about the kids, and our ability to generate good envy

Announcements

- Grant now has a running club!
- Brad Albee (5/6th grade teacher at Alice Birney) won the Wells Fargo Stagecoach Legacy Award, congratulations Brad!
- Five members of the Alice Birney Bike Club are headed to AT&T Park in San Francisco on January 25 to accept a grant that they won. Melanie and Brad are looking for any available resources to help get them there and have a place to stay overnight. Contact Melanie Williams if you can help.
- The Alice Birney Bike Club has a new bike trailer!

The next Eureka SRTS TF meeting will be on Wednesday February 20. Proposed agenda items include:

- Discussion regarding implementing the walk audit results at Lafayette
- Discussion on pedophilia and how it affects SRTS work
- Sending Task Force members to a congressional visit to encourage SRTS consideration in the next transportation bill
- Evaluate/discuss the most recent set of parent surveys

Minutes from Eureka SRTS Task Force Meeting

February 20 2013 – 11 a.m. – noon

Task Force Members Present

- Angela Shull – Lafayette Elementary
- Carole Beaton- Eureka Traffic Safety Committee
- Joan Levy – Humboldt County Public Health
- Melanie Williams – BikesThere
- Sheila Parrott – City of Eureka
- Maria Bauman – Humboldt County Public Health
- Debbie Hart – Grant Elementary PTA
- Chris Whitworth – Humboldt County Public Works
- Laurie Alexander- Eureka City Schools
- Emily Sinkhorn- Redwood Community Action Agency

January Meeting Minutes: Minutes unanimously approved

Task Force Policy Subcommittee Report

The subcommittee gave an update on their work to frame SRTS information for school parent handbooks. The subcommittee is working with Laurie Alexander to finalize the information templates. These templates will then be taken to each elementary school for customization. The subcommittee believes these will be ready to go into next school year's (2013) parent handbooks.

There is a possibility that this work will be part of a CA4Health panel at the National SRTS Conference in August!

Review Lafayette Walk Audit Results and Discuss Implementation

- A walk audit of Lafayette Elementary was conducted at the end of the 2010-2011 school year
- Results of the audit are recommendations for traffic calming, speed signs, reconfiguring how kids get to campus, and increased monitors
- Chris Whitworth said the easiest first step is signing and striping improvements. There may be County funds to start with improvements nearby the school, but not directly in front. Short term improvements likely to be made include:
 - Striping a bike lane
 - Expanding no parking zones (Park St is wide enough to have both)
- More long term goals discussed for safety improvements at Lafayette include:
 - Pedestrian havens
 - Sidewalk infills
 - Mobile speed signs (perhaps an OTS grant?)
 - Speed tables on Park
 - Center lane median
 - Rework the corner of Myrtle and Park, narrow and constrain
- Laurie shared with the group that only about half of ECSD students live within the attendance zone and many students have a >2 mile commute. This brought up the discussion of encouraging students to use City busses and perhaps include HTA/RTS staff in the next meeting to discuss bus stop and bus service improvements/considerations to encourage students to ride.

- Finally there was a discussion concerning the back gate on Chester that has been locked for ~ 3 years due to misuse and enforcement issues. This gate could be used in reconfiguring how students who walk/bike arrive on campus.

Evaluation and Discussion of Fall 2012 SR2S Parent Surveys

Task Force members had the following comments

- Distance from school is a big issue! Kids should use the public bus.
- When students travel in large groups, parents worries are alleviated
- Perhaps schools should have “walking kits” to aid in safe student travel
- Rates of walk/bike decrease drastically after ¼ mile travel distance to school
- There was a long discussion concerning all the money/resources/time spent at Washington with little improvement in rates of walk/bike.
 - If school is not the primary destination, what else can be? Should we consider a “Safe Routes to *Anywhere*” approach?
 - The HCAOG tool showed that parents were an important part of encouraging walk/bike
 - Encouragement is important especially when large sums of funding are not available. However not many funding sources cover encouragement activities.
- The question on the parent surveys concerning the parents’ education level seems to be offensive. Can that be left out?
- *Goal, increase parent responsiveness to these surveys!
- Perhaps parent focus groups may be another opportunity to get this information

Congressional Visit Plan

Melanie showed everyone a tool kit from the National Center for how to talk with your congress rep about Safe Routes. She has the TF’s blessing to contact our congressman and perhaps plan for a special tour or visit upon his next visit up here.

Announcements

- Carol announced that the Eureka TSC will be filling out a “Bike Friendly City” application for Eureka
- Maria will be resigning from Public Health and moving out of Humboldt County effective March 1. It is still unsure how her position will be filled.

The next Eureka SRTS TF meeting will be on Wednesday March 20. Proposed agenda items include:

- How to increase public bus ridership among students
- Increasing parent survey response rate
- Discussion on pedophilia and how it affects SRTS work
- Follow up concerning a congressional visit to discuss SRTS

Minutes from Eureka SRTS Task Force Meeting

March 20 2013 – 11 a.m. – noon

Task Force Members Present

- Angela Shull – Eureka City Schools, Lafayette Elementary
- Carole Beaton- Eureka Traffic Safety Committee
- Melanie Williams – BikesThere
- Sheila Parrott – City of Eureka
- Debbie Hart – Grant Elementary PTA
- Chris Whitworth – Humboldt County Public Works
- Laurie Alexander- Eureka City Schools
- Jenny Weiss- Redwood Community Action Agency
- Gary Whitmer – Eureka Police Department
- Greg Pratt – Humboldt Transit Authority
- Kathy Cloney-Gardiner – Eureka City Schools, Winship Elementary
- Dan Pires – Eureka City Schools

February Meeting Minutes: Minutes unanimously approved

Public Transit Ridership Among Students: Greg Pratt from the Humboldt Transit Authority (HTA) joined us at the meeting. HTA has worked with Southern Humboldt schools when they had issues with their school transportation budget being cut. They have also worked with Pacific View Charter School by developing a swipe card with reduced bus rates that the school purchased for their students. They are able to tally how many students use the card. Children under 10 years old are not allowed to ride the bus alone. This is due to a concern of children being unsupervised while on the bus. Pacific View students are mainly middle school aged and they have a monitor that meets kids at the bus stop.

HTA is open to the idea of working with schools and adjusting routes if necessary to help accommodate kids riding public transit to school. KT Net is another bus service in Klamath-Trinity that also helped out the schools when budget cuts limited available busing. Many kids in Eureka don't go to neighborhood schools- parents are given the choice to enroll them in schools outside of their neighborhood but then are responsible for transporting them. Public transit would be a good solution for the kids that live too far to walk but are able to bus if they are old enough. The City of Eureka operates Eureka Transit which runs on a 'loop' system. The system is not ideal so they are looking at switching to a grid system. The city sets the price for their bus, not HTA. Linda Atkins is the representative on the HTA board and is the board chair.

There are continuation high school students in Cutten that ride the bus. Their passes are purchased through family resource centers. The Eureka City Schools policy is that students who live within 2 miles of schools (and 2 ½ miles for secondary schools) must walk or provide their own transportation. The buses operate more than that if there is no additional cost, for example in the case of the bus unloading students at Lafayette. Instead of leaving empty, they pick up middle school and high schools kids. Transportation is not mandated in the state of California. Statewide 32 cents for every dollar gets reimbursed by the state. Depending on the state budget, school transportation could eventually be rolled into a 'mega fund' where districts can choose what they want to do with the money. Currently 700 students/day ride ECS buses (out of approximately 3500 students).

HCAOG has funding for ADA accessibility improvements at the bus stop on Park Street close to Myrtle Ave. That stop is not paved – there is no sidewalk. They are also going to work on the stop in front of Lafayette on Park, there is a sidewalk but there are no ramps and it is not very

wide. An observation was made about the bus shelters keeping bikes dryer than people and people in wheelchairs. The reason for the design is that they are less likely/easy to be vandalized. The Task Force will stay in touch with HTA and hopes to work towards encouraging students to use public transportation.

Lafayette Elementary Update/Next Steps: Jenny met with the Lafayette Site Council who were very receptive to working on creating a safer walking and bicycling environment at the school. They were informed about the County's commitment to re-striping and narrowing Park Street and installing school zone and speed limit signs. They talked about the development of the parent handbook transportation guidelines that are being developed by the SR2S Task Force Policy Subcommittee and the accompanying maps informing parents of the procedures for arrival and dismissal by private vehicle. There had been complete disregard for blue zones, red zones, and handicapped parking spaces. Parents have not been using the drop off in an orderly fashion so the Site Council decided to use the procedure map that same week and try out the new system at arrival and dismissal. Some parents were frustrated but for the most part they had good feedback about the change. They have had volunteers out daily directing parents.

They would like to get more involved with SR2S and start some encouragement activities. George Hang, a Eureka High School student would like to help coordinate Bike to School Day at Lafayette on May 8th as part of his senior project. They were invited to the next PTA meeting to inform them about the event and round up some volunteers.

Evaluation and Discussion of Fall 2012 SR2S Parent Surveys – This item was tabled for lack of time.

Cutten Walk Audit: There will be a walk audit and workshop on Tuesday April 16th from 12:30pm – 4:30pm beginning at the Winship Middle School library. The principals of Winship, Glen Paul, and Cutten Elementary School have met to begin planning and discuss safety concerns in the Cutten neighborhood in anticipation of Winship Middle School re-opening this fall. The Task Force is invited and encouraged to attend.

Bike to School Day/Bike Month: Lafayette and Alice Birney will both be participating in Bike to School Day. Grant Elementary does not know yet but will consider encouraging students with helmets and safe biking routes to bike to school on that day. Alice Birney will also be riding in the Rhody Parade and in the Tour of the Unknown Coast. Loleta Elementary is also participating in the Rhody Parade.

Announcements

- Melanie has a stylin cruiser bike that Task Force members can borrow and use around their workplaces during Bike Month or whenever. It could be ideal to keep at the Eureka City Schools District Office, or the Transportation Department. Angela has requested to use the bike during Bike to School Day!
- There will be a webinar on April 18th from 11am-12pm hosted by the SR2S National Partnership featuring our own Dan Pires and Melanie Williams called 'Maximizing District-wide Impacts of SR2S: Educating Student Transportation Departments'. Jenny will send out a link.
- The next Eureka SRTS TF meeting will be on Wednesday April 17th with Debbie Hart facilitating.

Adjourned

Minutes from Eureka SRTS Task Force Meeting

April 17 2013 – 11 a.m. – noon

Task Force Members Present

- Angela Shull – Eureka City Schools, Lafayette Elementary
- Carole Beaton- Eureka Traffic Safety Committee
- Melanie Williams – BikesThere
- Debbie Hart – Grant Elementary PTA
- Jenny Weiss- Redwood Community Action Agency
- Kathy Cloney-Gardiner – Eureka City Schools, Winship Middle School
- Dan Pires – Eureka City Schools
- George Hang – Eureka High School Student
- Billy Khang – Eureka High School Student
- Stephanie Jackson, Eureka City Schools, Winship Middle School

March Meeting Minutes: Minutes approved

Eureka High Senior Project Presentation: George Hang and Billy Khang, Eureka High School students presented on their senior project. They are currently both juniors and this mentoring opportunity will allow them to learn how to hold a Bike to School Day event at Lafayette Elementary in hopes that Lafayette will then be able to hold their own event again next year and George and Billy will help coordinate Bike to School Day at Eureka High. They also hope to help with putting on a bike rodeo in Eureka at Lafayette Elementary that would be open to all Eureka students and families. They have 3 other students who will be documenting the event. Billy asked if he and George could come to the school to talk it up with students beforehand so they will coordinate with Angela on the best day to do that.

Evaluation and Discussion of 2012 SR2S Parent Surveys: SR2S Parent Surveys are sent home with students in the fall to evaluate whether or not students are walking and bicycling to school and if not, to determine the barriers that are preventing them from doing so. The Task Force discussed different ways to increase the participation:

- Establish as a homework assignment. Use it as a learning opportunity to work with numbers and graphs
- Use incentives such as a raffle to encourage survey return
- Offer the option to fill out survey online
- Develop QR code for online surveys
- Have parents fill out surveys at Back to School Night. This would involve time and work to track which parents fill them out at BTS Night and which still need to return them. Perhaps a high school student could help coordinate the effort but it would involve time and work to train and work with the high school student.
- Get information about surveys out into the community through PSA's, community calendars, and media. If the public hears about it through the media they will be better informed and perhaps more inclined to fill out and return the survey.
- Create a SR2S Facebook page with a 'virtual tour' of SR2S local successes so that the community becomes aware of the benefits and outcomes of the surveys.
- Develop a list of local successes and showcase it in the media and on Facebook.
- Develop a blurb about surveys to include in the Kids Digest. Include school walking maps. Kathy will let us know the deadline of to get information to Kids Digest and how many pages we can have.

Cutten Walk Audit: We had a good turnout at the Cutten neighborhood Walk Audit yesterday (April 16, 2013). Participants included Jenny, Melanie, Stephanie (Jackson from Winship), Kathy Cloney-Gardiner (principal at Winship), Chase from CHP, EPD/ECS School Resource Officer Chris Jenkins, Chris from County Public Works, Kimberly Comet (with N. Coast School Insurance Group), Julie Osborne (principal at Cutten Elementary), Gidget (the morning crossing guard at Cutten), Brad Albee (Winship teacher), and several staff members from Winship. Several parents and neighbors also attended.

Parent's fear of crime and perceived crime came up as an issue. Creating a strong community presence can create a safer community and the Task Force would like to work on this issue of how to help parents feel more comfortable allowing their children to walk and bike despite fears of neighborhood crime.

A report with recommendations will be developed and shared with the Walk Audit participants, Eureka City School District, and the Task Force as soon as it is completed.

Policy Subcommittee Report: Melanie, Joan, and Jenny have been developing a guide for Eureka City Schools elementary schools to be included in parent handbooks that provide information on how to safely, walk, roll, and bus to school. The information also includes information for parents on the specific procedures for dropping off and picking up students in private vehicles. We are also developing a map with clear instructions for arrival and dismissal. As soon as Lafayette Elementary site council heard the map was being developed, they immediately helped finish the map, copy and distribute it to all students. By the end of that week they were implementing the new procedure with parents and teachers helping direct traffic in the mornings and afternoons for an entire week to help parents understand and follow the new procedure. Angela reported that they are on their 4th week and the effort is going well. When it was framed in the light that several 'near misses' occurred on campus parents were much more understanding of why this was being changed and monitored. We are working with the principals of the other elementary schools to obtain the arrival and dismissal procedure information and maps will soon be developed for the other schools.

Announcements

- Dan Pires is presenting in a national webinar tomorrow, April 18th at 11am called Maximizing District wide Impact of SR2S.
- Rhododendron Parade is April 27. There will be a synchronized biking performance by Alice Birney and Loleta students.
- Tour of the Unknown Coast is May 11. Alice Birney Bike Club is doing the 10 mile family ride.
- The SR2S National Conference is in August in Sacramento.
- The next Task Force meeting is May15 and Dan Pires will facilitate.
- Agenda items will include:
 - Report out on recent events (Bike to School Day, Rhody Parade, Tour of the Unknown Coast)
 - Development of 'elevator speech' as a response to the issue of SR2S and crime

Adjourned

Minutes from Eureka SRTS Task Force Meeting

May 15, 2013 – 11 a.m. – noon

Task Force Members Present

- Angela Shull – Eureka City Schools, Lafayette Elementary
- Melanie Williams – BikesThere
- Debbie Hart – Grant Elementary PTA
- Jenny Weiss- Redwood Community Action Agency
- Kathy Cloney-Gardiner – Eureka City Schools, Winship Middle School
- Dan Pires – Eureka City Schools
- Tom Matson – Humboldt County Public Works
- Shelia Parrot - City of Eureka
- Joan Levy – Humboldt County Public Health
- Gary Whitmer – Eureka Police Department

April Meeting Minutes: Minutes approved

Bike to School Day: Lafayette had their first BTS Day event. They met at Sacred Heart church as a remote drop off site and about 12 kids showed up and quite a few parents and school staff. A bike safety demo was done before the ride. Principal Angela rode the cruiser bike wearing a dress. Other school staff had a table at school with a poster for kids to sign when they arrived. Around 8 -10 additional students biked from home. Eureka High School students George and Billy coordinated and helped with the event with a couple other EHS kids. We need to work more with them in advance to make sure they are bicycling safely, wearing helmets, and setting a good example. Alice Birney had a great turnout of about 30 kids at their remote drop off at the old Zoe Barnum. They did safety education before the ride. Next year they want to make sure there is time to do safety check on the bikes. There were several elected officials on the ride and the City of Eureka adopted a BTS Day proclamation. In the future we should look into making it a school sanctioned field trip and use permission slips in advance and at the drop off to avoid liability concerns and insurance costs. Dan Pires will check with Kimberly Comet about the insurance.

Bike Month: Several Eureka schools participated in the Rhododendron Parade. The Lafayette PTA had a float and several bike riders. Alice Birney had lots of bike riders too – the Loleta Bike Club kids also came and did a synchronized ride with the AB kids. Principal Georgeanne drove the new bike trailer.

The Alice Birney Bike Club students also participated in the Tour of the Unknown Coast. Wearing matching red jerseys they did the 10 mile ride which had a new course laid out by Melanie and Brad. The students ran an ‘aide station’ as volunteers to cover their registration fees.

Bike to Work Day is tomorrow. There will be an energizer station at the Eureka Coop from 7am-9am and a rally on the gazebo at noon. There will be a Bike Rodeo in Blue Lake Saturday May 18th, the Kinetic Grand Championship May 25-27, and another Bike Rodeo in Loleta on June 1st. Making Headway is holding a Safety Fair with Bike Rodeo on June 15th.

SR2S and Crime: During the Cutten Walk Audit, a parent was asked if we would address the issue of crime. A CHP officer was asked if he would let his own children walk to school and he said no which had a deflating effect on the group. This led to the realization that as a Task Force we need a good ‘elevator speech’ to address crime and personal safety as it relates to SR2S. Many parents are afraid of ‘Stranger Danger’ and use that as a reason to not let their kids walk or bike to school.

It seems as if our current culture is very attached to their children and that kids today don't have as much freedom today as in the past. How things are framed in the media has a lot to do with people's perception of crime. Gary Whitmer agrees that while there is a lot of crime in Eureka, (particularly since the state passed its realignment bill in 2011 shifting inmates from state prisons to county jails) there are no records of crimes against children locally. When abductions have happened its been by parents or adults that are known to the child. However, even the perception of crime has to be addressed in order to encourage more walking and bicycling by students. Gary says letting his own children walk to school depends on who they are walking with (each other, friends, parents...). He wants to know personally who they are, even if they are parents and encourages other parents to do research and find out who they can have their kids walk with. They also need to be taught how to safely walk, where to safely cross, look for reverse lights on cars, etc. Some parents may not trust their own child's ability, because children are all at different maturity levels. It is a very personal issues and we do have tools to address this problem.

- If the issue is that parents are afraid their children might get abducted – have kids walk together in groups or have they walk to school supervised by responsible adults.
- If the issue is a fear of traffic safety or that the kids do not have adequate safety skills, we need to teach them, individually as parents and in the schools.
- If it's a fear of personal safety kids should, again walk in groups, or parents should organize walking school buses. Parents can also ID a safe route for their child using a Walking Map. There is power in numbers. Several schools will have pedestrian safety lessons for students taught by Melanie in the fall. We should do a media campaign to let the public know ped/bike safety training is happening when it happens.

Some TF members have noted that there is recognition we have safety problems but often people want to know what we/others are doing about it. Everyone can be part of the solution; they just need to get involved, even if it's doing something small, like putting a 'I Drive 25mph' sticker on your car. We need parent stakeholders to help get behind our cause – parents who are confident and comfortable letting their kids walk to school, whether its because they have the skills or have organized to have them walk in groups or with adults. We need champions for the cause. Perhaps we can do a media campaign or PSA's with personal testimonies talking about why they walk with their kids to school or allow their kids to walk on their own.

Announcements:

- Bike Month Activities (Bike to Work Day May 16th, Blue Lake Bike Rodeo May 18, KGC May 25-27, Loleta Bike Rodeo June 1)
- City and County did a joint project recently and installed sidewalk infill near Alice Birney School.
- There will be a talk on bike friendly policies on May 18th.
- There is a sign up sheet if anyone wants to borrow Melanie's cruiser bike.
- Dan Pires received many requests for our school transportation safety templates during the national webinar.
- No meeting in June or July. We will reconvene on August 21st. We need to determine who will facilitate. Agenda items will include:
 - Back to School
 - SR2S Conference
 - Grant Elementary School's new infrastructure improvements

Adjourned

Minutes from Eureka SRTS Task Force Meeting

August 21, 2013 – 11 a.m. – noon

Task Force Members Present

- Melanie Williams – BikesThere
- Jenny Weiss- Redwood Community Action Agency
- Joan Levy – Humboldt County Public Health
- Mellody Mallick – Humboldt County Public Health
- Oona Smith – HCAOG
- Laurie Alexander – Eureka City Schools

May Meeting Minutes: Minutes approved

National SR2S Conference Report:

The National SR2S Conference was held on August 13-15 in Sacramento and several Task Force members attended and reported out their experiences from the conference.

Kimberly Comet wants to talk with Keenan and Associates, a 3rd party insurance administrator representing the State, about lobbying to create Statewide crossing guard legislation and hold the State responsible for training and funding of crossing guards. It would be in their best interest as far as liability and protecting students. It also seems to be good timing because there is a state crossing guard training coming soon and the popularity of Michelle Obama's 'Lets Move' obesity program.

Melanie learned about highway tolls being used to provide matching funds for grants and projects. The toll authority administers the funding statewide, even to regions like ours that has no tolls on their roads. She would like to find out where our local toll credits go and how we might be able to tap into them for SR2S programs/projects.

Melanie would also like to be able to purchase grade specific transportation safety books for local school and public libraries and/or the HCOE resource center.

Brad Albee appreciated attending presentations from 'regular people', and not from vendors. He was able to connect and hear about solutions from 'yes' people that are forward thinking.

Jenny appreciated attending panels with youth leaders presenting on their active transportation projects and hearing about what inspires them to get involved and inspire others.

Mellody shared about a presenter's video, '58th & Fruitridge', that relayed a story about a 16 year old student hit and killed in a crosswalk in Sacramento. The video was a powerful tool for getting the message across and could be a good tool to use locally.

Oona noted there were many younger people working for the National Partnership and involved with the SR2S movement which was really nice to see. There was a lot of good social media information and ideas on policy that could be helpful in developing a new regional transportation plan and make sure that school districts are included in the plan.

Upcoming SR2S Activities/Back to School:

SR2S parent surveys are being sent home with students in September as part of the evaluation component of the Redwood Crossing Guard Program. School administrators are being contacted

now to let them know about the surveys. Each school sends out packets to parents with cards and forms that need signatures. Perhaps we can include surveys in with the packets in future years.

Back to School Night Schedules:

Washington – 8/29, Lafayette – 8/22, Grant – 9/5, Winship – 9/9, Alice Birney – 9/10, Zane – 9/11

Laurie Alexander reported that the district parent and student handbooks are finished and they include transportation safety information. The information is also in the Safe Schools Plan, the School Transportation (bus) Handbook, and school sites are also working on getting the individual school parent handbooks out ASAP. The handbook is available on the district website and we will also be posting the parking lot (arrival/dismissal) and walking maps on the website.

Melanie would like to know how we could get this information out to other superintendents, such as attending superintendent or County School Board meetings. Laurie shared a selling point from her perspective, which is that working with us made it easier for the school district. We have a positive attitude, think outside the box, and took a load off of the districts plate!

Winship Middle School will be offering bicycle education in the classroom. It is an elective aligned with state curriculum standards that will be offered to all 6th graders as a 9 week course. Winship will also be using a program called 'Active for Me' that tracks the active transportation of students from home to school. It can add up total miles and include CO2 saved. The program can also email, text, or phone parents to let them know their child/ren arrived at school safely. Winship has also been approved to paint permanent bicycle rodeo grounds on their playground.

Crossing Guard Grant Update:

Six law enforcement agencies received training to become Crossing Guard trainers. The officers are now providing trainings to existing crossing guards in Arcata, Cutten, and Fortuna. SR2S Parent Surveys are being sent home to all Humboldt County students as part of the evaluation component of this project. The Redwood Crossing Guard Program will also provide pedestrian and bicycle education to 2nd and 5th/7th grade students via Melanie Williams.

Announcements:

- The infrastructure improvements that will be going in at Oak and F for Grant school have been delayed. They will be installed in the summer of 2014.
- The Tour of Trinidad will take place September 7th and the bike club kids from Alice Birney/Winship will be participating.
- The LatinoNet Health Fair will take place on October 20th and will offer a bike rodeo.
- The curb out front of Eureka High School has been painted to create a safer drop-off/pickup area.
- Humboldt County Bicycle Commuters Association (HBBCA) reported that a television commercial for the Northern California Honda Dealers shows cars screeching up and skidding out in school parking lots. Perhaps we can call the dealer/news channel to complain/discuss.

Adjourned

Minutes from Eureka SRTS Task Force Meeting

September 18, 2013 – 11 a.m. – noon

Task Force Members Present

- Melanie Williams – BikesThere
- Jenny Weiss- Redwood Community Action Agency
- Melody Mallick – Humboldt County Public Health
- Gary Whitmer – Eureka Police Department
- Sheila Parrott – City of Eureka
- Debbie Hart – Grant Elementary PTA
- Emily Sinkhorn - Redwood Community Action Agency
- Matthew Harvey – California Highway Patrol
- Laurie Alexander – Eureka City Schools

August Meeting Minutes: Minutes approved

International Walk to School Day Activities:

Debbie shared that Grant Elementary will be participating in IWTSD by encouraging kids to walk from home or by meeting at the remote drop off at Calvary Baptist Church on F Street at 7:30. A parent bicycling champion, Kelley Reid, is interested in leading a bike train. Melanie has some funding to help with bike train training and will try to coordinate with him. He is also interested in establishing an afterschool bike program at Grant.

Trashcans on the sidewalk have been an obstacle in the past as Wednesdays are trash pickup days. Perhaps the Garbage Company could be contacted to find out if they can be mindful of putting them back carefully and not blocking the sidewalk.

Lafayette is participating by encouraging students to meet at the Sacred Heart Church on Myrtle and Edgewood at 7:30am and walking to school from there. Alice Birney is also participating with a remote drop off at Winco. Winship and Zane are also registered to participate on the IWalk website. Washington Elementary signed up but then established October 9th at picture day so it is questionable whether or not they are participating after all. All schools would appreciate having stepped up police patrols on October 9th.

2013-2014 SR2S Goals Calendar:

We would like to create a calendar for the school year that highlights our goals, events, and other SR2S pertinent dates. We can put standing dates on the calendar, such as Task Force meetings, IWTSD, Bike to School Day, the dates SR2s Parent surveys are due back, grant application deadlines, a date in May to revise walking maps (and/or arrival dismissal maps if needed), a date in September to start IWTSD planning, Crossing Guard training dates in August, and any known conferences, webinars or trainings.

Schools can send their calendars to the Police Department to inform them of important dates. Jenny will email the task force asking for calendar dates and items to include on the calendar. This calendar can also be published on the HCAOG website.

HTA/Transit Subcommittee:

Melanie would like to re-visit working with the HTA and local transit operators on a partnership by creating a transit Subcommittee. It would be great to get Dan Pires on board so that the ECS Transportation Department and HTA can work together to look at bus stops, routes, and perhaps create ways for students to get home from evening events or fill in other transportation gaps that

students need. Laurie Alexander will initiate a conversation with Dan and Melanie would like to be on the Subcommittee. Ideally, at least one school principal should be on the subcommittee too.

Announcements:

- Laurie said that Jan Schmidt from Zane would like to come to a meeting to discuss safety issues at Zane.
- Caltrans recently released some safety PSA's with local 'actors' as well as some radio spots. They will be aired on public access and at movie theatres. Perhaps they can be uploaded to the HCAOG site?
- ECS parent and student handbooks are finished and out and include transportation safety information created by the policy subcommittee. They will eventually be up on the ECS website too.
- Melanie will be doing bike and pedestrian safety education through the Redwood Crossing Guard Program. 5th and 7th graders will get it during the school day with a focus on helmet use. 2nd graders are getting pedestrian education. There is a 3 year rollout where Melanie teaches the first year with teachers observing/learning, teachers teach it the 2nd year with Melanie helping, and teachers teaching the 3rd year and can contact Melanie for technical assistance. There are also 3 afterschool bike programs this year: at Winship Middle School, Alice Birney Elementary, and Loleta Elementary.
- Winship will be using a program called "Active for Me" that will be used to track the active transportation of students. It also sends an email or text to parents alerting them that kids have arrived at school.

Next Meeting Date: Wednesday October 16, 2013 at 11am. Sheila Parrot will facilitate and Mellody Mallick will take notes (in Jenny's absence). Agenda items can include:

- Zane discussion
- HTA subcommittee update
- Wellness Policy Update (Laurie)
- IWTSD event recap

Adjourned

Minutes from Eureka SR2S Task Force Meeting

October 16, 2013 11am – 12am

Task Force Members Present

- Kimberly Comet – North Coast Schools' Insurance Group
- Sheila Parrott – City of Eureka
- Chris Whitworth – Humboldt County Public Works
- Joan Levy – Humboldt County Public Health
- Melody Mallick – Humboldt County Public Health
- Melanie Williams – BikesThere

September Meeting Minutes: Minutes Approved

International Walk to School Day: Recap of events. Lafayette had the school bus stop at remote drop off point so kids that bus could participate. This seemed very successful, close to 40 kids walked from the remote site and we would like to see other schools incorporate this method. Ca4Health funders were filming at Grant. Grant students walked to school from remote site Calvary Baptist Church and were also able to walk a lap on the playground before school started to participate. The fruit/veggie costumes were a huge hit at the schools. Zane's 8th grade leadership team led the events at their school and students used CVS as their remote drop off point. Cliff Bar sponsored IWTSD at Winship and they received a banner and food. Winship used Cutten Bar & Grill as their remote drop off site. Alice Birney used Winco as their remote drop off site.

Eureka City Schools Wellness Policy Update: Joan attended the first wellness policy meeting. The committee is hoping to have the policy finished by January 2014.

Zane Middle School Safety Concerns Discussion: Sheila met with Jan Schmidt and Greg Pratt from HTA regarding Zane. Considering freshening up red zone with paint. Zane has put out cones on the curb saying 'no parking' which seem to help. In the past, the City of Eureka had put out a letter for Zane stating what white zones mean, what red zones mean, and describes the responsibilities of drivers and pedestrians. – Would be great to get a generalized version that could be used for all schools.

Announcements:

- State Superintendent of Instruction, Tom Torlakson, was given a 45 minute presentation on the cycling program at Winship. In preparation for his visit, a book was put together chronicling 3 years of Bike Club at Alice Birney.
- National School Bus Safety Week is October 21st – 25th.
- Bicycle rodeo grounds have just been painted at Alice Birney. Would like to see rodeo grounds on all schools with joint use.
- The City of Eureka met with Washington School. People weren't understanding what the long white zone in front of the school meant. Will be adding additional signage to indicate that it is a drop off/ pick up zone.
- Eureka received the bronze award from League of American Bicyclists for being a bicycle friendly community.

Agenda Items for Next Meeting:

HTA subcommittee update

Wellness policy update

Zane Middle School safety update

Let's Get Healthy Humboldt meeting update

Crossing Guard update

Pedestrian/ bicycle education update

Next Meeting Date: November 20, 2013 at 11am

Adjourned

Minutes from Eureka SR2S Task Force Meeting

November 20, 2013 11am – 12am

Task Force Members Present

- Sheila Parrott – City of Eureka
- Joan Levy – Humboldt County Public Health
- Melody Mallick – Humboldt County Public Health
- Melanie Williams – BikesThere
- Donna Wood – City of Eureka Parks and Recreation Department
- Jenny Weiss – Redwood Community Action Agency
- Angela Shull – Lafayette Elementary School

October Meeting Minutes: Minutes Approved

Lafayette Elementary Energy Balance Grant:

PTA President Wendy Riggs applied for and received a federal Energy Balance Grant. Lafayette was one of two schools in California and one of 25 schools nationwide to receive funding in the amount of \$2000. The grant is for activities to support healthy food in and healthy activities out. On Fridays, Lafayette sells Otter Pops as a fundraiser for the PTA. Because they are not nutritious they have started purchasing healthier, fruit based ices for the fundraiser and will begin selling them this Friday. They usually charge \$0.25 for Otter Pops and will continue to sell the healthy version for the same price using the grant funds to supplement the cost of the healthier alternative. They are hoping that next year, students and families will be on board to pay \$0.50 per treat. They also did a Lions Loops fundraiser where kids got pledges to walk around the track and received healthy snacks. The winning class also got bike blender powered smoothies. They are also applying for a State grant to raise funds to purchase new playground equipment that provides opportunities for students to work on balance exercises. The Task Force discussed other options for students to receive physical activity such as the climbing wall in the cafeteria, starting a jump rope or bike club, and Kaboom as a potential grant source for playground equipment. Walk and Bike to School Day activities will further support this effort.

Lafayette Elementary Improvements Request Letter:

A Walkability Audit held at Lafayette Elementary in June of 2011 highlighted the need for slower traffic speeds on Park Street and one of the recommendations that came out of it was to paint bike lanes or fog lines on Park to narrow the lane width as a traffic calming measure. Because several years had passed since the recommendation was made but no actions were taken, the Task Force was going to send a letter to Humboldt County Public Works to ask for the improvements to be expedited. The County's Public Works Deputy Director attended the Countywide Safe Routes to Schools Task Force meeting this morning and reported that the County is aware of the issue but is waiting until the summer when they will be coordinating with the City of Eureka and City of Arcata to have microsurfacing work done throughout the county. He said the roadway on Park is in need of this treatment prior to painting, otherwise the paint will not last. He is putting Park Street on the list and it should be done in the

summer after which the County will paint bike lanes. Therefore, the need to compose and send a letter to County Public Works is not necessary.

Eureka City Schools Wellness Policy Update:

The Wellness Committee for Eureka City Schools is working on updating the Districts' Wellness Policy. They've been running the existing policy through a state checklist to determine whether certain language exists, is strong, or weak. Next the committee will be looking at individual schools sites and doing assessments of their current status. Then they will look at coming up with new language and make necessary changes to the policy. They are hoping to bring the recommendations before the School Board in January.

Washington Elementary School Improvement Project:

When the City of Eureka got SR2S funding for Washington Elementary in 2010 they did not receive all the funding they requested. The City is now working on completing some of the things that they weren't able to complete at that time. They will be moving the sidewalks back in line with the driveway on Dolbeer Street and putting curbs in. The sidewalk will be widened to 7 feet. The project is currently out to bid and they are hoping work to be done when school is closed for the summer. The Task Force discussed the possibility of painting bike lanes but the street is too narrow to paint bike lanes on both sides of the street. There are existing fog lines which will be repainted after the construction. The Task Force discussed the problems of biking on that road and in that neighborhood, especially with younger aged children from bike clubs.

Announcements:

- The City of Eureka received a HSIP grant and will be installing countdown pedheads on all signalized intersections.
- The County also received a \$1.2 million grant for striping with highly retroreflective paint.
- There are meetings in the works with the Eureka City School District and the City of Eureka to discuss a pilot crossing guard program at one school in Eureka beginning in Fall of 2014.
- The Senior Action Coalition's Transportation Safety Subcommittee is talking about holding a Safety Summit in Eureka in January or February.
- Office of Traffic Safety will be releasing a call for Ped/Bike Safety Education grants on November 25th.

Agenda Items for Next Meeting:

- Update on Pilot Crossing Guard program status
- Safety Summit update

Next Meeting Date: January 15, 2014 at 11am

Adjourned