



**HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS**  
**Regional Transportation Planning Agency**  
**Humboldt County Local Transportation Authority**  
**Service Authority for Freeway Emergencies**  
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**AGENDA ITEM 5c**  
**HCAOG Board Meeting**  
**August 21, 2025**

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DATE: August 13, 2025  
TO: HCAOG Policy Advisory Committee (PAC)  
FROM: Brendan Byrd, Executive Director  
SUBJECT: **Draft 2025 Public Participation Plan Update**

## **STAFF REPORT**

### **Contents:**

- Staff's Recommended Action
- Staff Summary
- Draft 2025 Public Participation Plan
- Resolution 25-20

### **Staff's Recommended Action:**

Motion to be approved by consent:

“The PAC recommends the HCAOG Board adopt Resolution 25-20 approving the 2025 Public Participation Plan.”

### **Staff Summary:**

The Public Participation Plan (PPP) has been prepared in accordance with the California Department of Transportation (Caltrans) requirements that each Regional Transportation Planning Agency have a documented public involvement process consistent with Title 23 CFR 450.210(a).

The PPP's purpose is to ensure that HCAOG utilizes effective means of providing information and receiving public input on transportation planning decisions from low income, minority and LEP populations, as required by Title VI. The PPP informs the public and other stakeholders about HCAOG's public participation process, how the public can receive information from HCAOG and provide input into regional planning, and also serves as a directive to HCAOG staff to carry out public participation activities.

Updates to the PPP are summarized below. A full redline version of the PPP is also included as an attachment to the staff report.

- Updated Humboldt County Population and data (page 2)
- Updated SSTAC meeting frequency (page 6)
- Updated government codes related to teleconferencing and meeting format (pages 8-9)
- Added Auxiliary Aids and Alternative Formats section (page 10)
- Updated contact info for submitting comments on plans (page 14)
- Updated website and website accessibility information (pages 14-15)
- Updated social media information (page 15)
- Updated information on delivery of hard copies off-site and file copies (pages 16-17)
- Updated table of Public Outreach efforts (pages 18-19)
- Added a conclusion to the end of the plan (pages 21-22)

The 2025 PPP was provided to the SSTAC at the August 6, 2025, meeting and the TAC at the August 7, 2025, meeting for review and consideration of a recommendation to the HCAOG Board for adoption. Both committees have recommended adoption of the plan.