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# PUBLIC PARTICIPATION PLAN FOR THE 2022 STATEWIDE MULTIMODAL TRANSPORTATION PLAN UPDATE

This document outlines how the Minnesota Department of Transportation plans to connect with the public, stakeholders and partners for the Statewide Multimodal Transportation Plan— Minnesota’s overarching transportation policy plan.

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## THE ASK

**We want to hear from you** about our [updated proposed process](#) for connecting with the public, stakeholders and partners for the Statewide Multimodal Transportation Plan. We have updated this plan to add more information about how we plan to connect with you in spring/summer 2021 to hear and learn your priorities for transportation in the coming 20 years. Comments on this Public Participation Plan may be provided via [www.MinnesotaGO.org](http://www.MinnesotaGO.org) or by phone or email to:

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Project Manager  
[Hally.Turner@state.mn.us](mailto:Hally.Turner@state.mn.us)  
651-366-3901

MnDOT will accept comments on this draft Public Participation Plan until 5:00 PM on April 29, 2021. Additional details about how to submit a comment are included in the How to Comment section at the end of this document.

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## PURPOSE OF THIS DOCUMENT

MnDOT is updating the Statewide Multimodal Transportation Plan (SMTP), which provides policy guidance for all modes of travel and for all transportation partners. Public engagement is key to ensuring the final plan reflects Minnesotans’ transportation priorities. This document outlines how MnDOT plans to connect with the public, stakeholders and partners to update the SMTP. MDOT expects to adopt the updated SMTP in early 2022.

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## WHY ENGAGEMENT MATTERS

People deserve to be involved in decisions that affect their lives. Transportation is vital for people, the environment and the economy. Therefore, MnDOT provides a variety of inclusive and meaningful ways for people to participate in planning the best transportation system possible.

## **ENGAGEMENT IN OUR CURRENT CONTEXT**

People making transportation decisions need to consider how their policies and actions will impact society. Processes should also balance owning the complexity of our past, recognizing current conditions and aspiring for a future that honors people and place.

We acknowledge the place we now know as “Minnesota” is located on the homelands of tribal nations. It is important to recognize the long history and enduring relationship between Indigenous peoples’ connection to “Mni Sota” and the lasting impacts of policies detrimental to the balance of nature. Mutually respectful relations between Indigenous and non-Indigenous peoples are founded on long-term relationship-building, learning processes and developing solutions.

Not all people experience outcomes equitably. The global COVID-19 pandemic has disproportionately affected Black people, Indigenous people and people of color due to ongoing systemic health and social inequities. These inequities combined with the police killing of George Floyd have highlighted the need to focus on racial and social justice. We recognize that being involved in large, long-term studies such as the Statewide Multimodal Transportation Plan is not at the top of many Minnesotans’ minds.

The outsized impact of transportation on peoples’ lives has the potential for vast change. Challenges like social inequity, systemic racism and the pandemic combined with climate change are a significant threat to our people, communities, land and economy. Our goal is to have meaningful, inclusive, accessible and impactful interactions with Minnesotans while understanding demands from these overlapping public health crises.

Public engagement remains a high priority for MnDOT. We aim to ensure that we hear and reflect the voices of Black people, Indigenous people, people of color and other priority populations and under resourced communities in our work. In addition, we will specifically seek out the voices of people with disabilities, lower incomes, who do not own a vehicle, and youth and older adults. We will do this through the lenses of equity and empathy.

We recognize we are living in extraordinary times. However, our goal to engage Minnesotans meaningfully and authentically in this project remains. We will strive to create opportunities to connect with and hear from Minnesotans. Throughout this project, we are committed to evaluating our work, learning how we can improve and changing accordingly.

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## **BACKGROUND**

The Minnesota Department of Transportation is updating the Statewide Multimodal Transportation Plan (SMTP), which will lay out the state’s transportation objectives and strategies for the years 2022 to 2041. The SMTP supports the Minnesota GO vision to provide policy direction to transportation partners and MnDOT’s other plans. The Minnesota GO vision outlines what Minnesotans desire from the state’s transportation system and identifies guiding principles for MnDOT. The SMTP shares objectives, performance measures and strategies for transportation decisions during the next two decades. Following the update of the SMTP, updates to MnDOT’s plans for highways, rail, aviation, transit, freight and non-motorized transportation (walking, bicycling and rolling) will be made to apply what the Minnesota GO vision and SMTP objectives and strategies mean for each type of transportation.

Additionally, Metropolitan Planning Organizations throughout Minnesota will update their metropolitan transportation plans to align with the SMTP.

The SMTP update for 2022 will be a cohesive, concise document providing direction for Minnesota's transportation system and guiding MnDOT and its partners as they implement the Minnesota GO vision. The SMTP will incorporate the findings and recommendations of other plans and studies and new perspectives from the public and stakeholders. It will provide more clarity and direction for MnDOT and its partners to implement the plan.

The 2022 SMTP update will be the third of a trio of plans completed under the Minnesota GO vision. It will provide MnDOT with a more in depth understanding of key topics and trends shaping transportation in the state. Context from the updated SMTP will set the stage for a refresh of the Minnesota GO vision after the SMTP is adopted. Minnesota GO is an ongoing planning effort and MnDOT periodically revisits the vision to reflect Minnesotans' priorities for transportation.

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## GUIDING PRINCIPLES

[MnDOT's Strategic Plan](#) describes the agency's commitment to strengthen relationships with our communities. We deliver this commitment through open decision-making that includes opportunities for the public to influence process such as helping to set policy direction through the SMTP. The principles guiding SMTP engagement are as follows:

- Identify clearly when stakeholders and the public can influence transportation decisions
- Implement an appropriate timeline and process for the public and stakeholders to engage based on capacity and time available
- Use a variety of methods and platforms
- Inform policies, strategies and investment direction (as applicable)
- Use easy to understand language and graphics and culturally responsive practices
- Comply with federal and state requirements

Our engagement approach will clearly identify when and how Minnesotans can influence decisions that are part of the 2022 SMTP update. We will be transparent about what level of influence a person has related to each decision. The level of influence will vary by audience and range from obtaining feedback on topics or decisions to collaborating with groups on final decisions with MnDOT's partners.

The intended outcome is that Minnesotans have actively participated in the project process and assisted MnDOT in updating the plan. A secondary outcome is that there is broad buy-in and ownership, internal and external to MnDOT, of the transportation policy direction set for Minnesota. More detail on engagement outcomes is included in the Evaluation section of this Public Participation Plan.

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## AUDIENCES

MnDOT understands that not every person shares the same ability, capacity and level of interest in the planning process. It is important to offer a variety of opportunities for different levels of involvement. The project team will work to connect with interested people in ways that are meaningful and accessible to them.

It is important to distinguish public, stakeholder, partner and internal input. All are important but the expectations and tactics for participation differ. Partners generally provide more detailed technical expertise than the public.

## **PUBLIC**

The public is a key audience for this plan and the ultimate beneficiary of the outcomes. MnDOT will scale opportunities for Minnesotans to connect with this planning process to their interest and capacity to participate. All levels of interest will have the opportunity to learn about the plans and provide input. MnDOT will employ a variety of outreach techniques with the goal of reaching a broad and inclusive audience. Specific input tools and communication channels are included in the Engagement Phases section.

The project team will listen closely to voices from historically underrepresented in transportation decision-making, including Black people, Indigenous people, people of color, people with low-income, people with limited English proficiency, and youth. The project team will design engagement strategies with these communities in mind and will identify specific strategies to hear and include these voices.

## **STAKEHOLDERS**

A stakeholder is a person, group or organization with a specific interest in a project, but not necessarily in a decision-making role. **Key interest groups include organizations such as bicycle associations, environmental groups, freight committees, etc.**

## **PARTNERS**

There are many agencies and organizations in Minnesota that play a key role in collaborating with MnDOT to advance transportation. These include Metropolitan Planning Organizations, non-metropolitan officials (e.g., townships, cities, counties, and transit agencies), and agencies responsible for tourism, land use management, natural resources, environmental protection, conservation and historic preservation. These organizations are considered partners because they are decision makers, along with MnDOT, in planning and developing a strong transportation system for Minnesota. Partners are generally those identified in the “consult” and “cooperate” categories by federal regulations.

Partners include but are not limited to:

- Boards and councils such as:
- Area Transportation Partnerships
- Minnesota Council on Transportation Access
- Minnesota Freight Advisory Committee
- Regional Transportation Coordinating Councils
- Federal and state agencies
- Legislators
- Metropolitan Planning Organizations
- Public Transportation Operators
- Regional Development Organizations
- Townships, cities, and counties

## **TRIBAL COORDINATION**

There are 11 reservations and 12 federally recognized tribes in Minnesota. Each tribe is a separate sovereign nation and has an independent relationship with the United States and the State of Minnesota. This unique relationship is recognized in federal requirements, Governor Executive Order 13-10 and MnDOT Policy AD005, Minnesota Tribal Nations Government-to-Government relationship with MnDOT: Providing for Consultation, Coordination and Cooperation. The Executive Order notes that state agencies will work directly with tribes when developing or implementing policies or programs that directly affect Indian tribes and their members. MnDOT's policy requires tribal input in the development of the State Highway Investment Plan.

## **MNDOT**

The SMTP is a plan for all modes of transportation for the state of Minnesota. In addition, the SMTP helps fulfill state and federal transportation planning requirements for MnDOT when combined with other MnDOT plans. As the state's transportation agency, MnDOT plays a critical role in implementing the planning direction. It is important that MnDOT employees engage in the planning process, so they have buy-in and support for the transportation policy and investment direction. They will be responsible for the ongoing implementation of the plan.

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## **PROJECT DEVELOPMENT PROCESS**

MnDOT will lead the SMTP update with input from the public, stakeholders and partners. The opportunities for input vary at each step in the plan update process. The following sections identify who leads and is involved at each step.

### **SCOPING**

Project scoping determines the process by which MnDOT will update the SMTP. MnDOT leads this step with review and input from key partners. Scoping sets the parameters for the plan update process, including what policy topics and decisions are on the table for discussion.

### **PUBLIC PARTICIPATION PLAN**

The Public Participation Plan identifies how MnDOT will include the public, stakeholders and partners in the SMTP update process. MnDOT develops the Public Participation Plan and posts it for public review and comment. The public review and comment period are an opportunity for Minnesotans to tell MnDOT how they would like to connect.

### **ENGAGEMENT**

During engagement for the SMTP update, MnDOT asks the public, stakeholders and partners for input to help set policy direction. MnDOT collects input by asking questions and facilitating discussion with the public, stakeholders and partners. The specific questions that MnDOT will ask are included in the Engagement Phases section of this Public Participation Plan.

## **ENGAGEMENT SUMMARY**

MnDOT will develop a report summarizing the input received through the engagement. MnDOT will share the summary with the public, stakeholders and partners for review and confirmation of the themes and takeaways.

## **STRATEGY DEVELOPMENT**

The 2022 SMTP update is a revision, not a full re-write of the 2017 plan. Therefore, MnDOT will not update every topic. Rather, this update will focus on six topics that need revisiting or that need a deeper dive.

1. Aging Infrastructure
2. Climate Change
3. Economy and Employment
4. Equity
5. Safety
6. Transportation Options

MnDOT is facilitating work groups that will focus on these six topics and develop or update strategies and performance measures for each. Participants will include MnDOT staff, partners, and stakeholders. Public feedback will be one of the inputs for work groups to consider as they review and develop strategies and performances measures for each focus area.

## **DRAFT DOCUMENTS**

MnDOT will incorporate new and updated strategies identified by the work groups into a draft of the updated SMTP. MnDOT will then make the draft SMTP update available for public review and comment to offer the opportunity for Minnesotans to tell MnDOT whether they feel the draft of the updated plan reflects their input.

## **FINAL DOCUMENTS**

MnDOT will review and respond to all comments provided during the public comment period on the draft plan. MnDOT will provide an appropriate response to each comment and describe changes made to the draft plan as a result. MnDOT will post its responses to comments so Minnesotans may see how MnDOT addressed their comments. These will be provided to the Commissioner of Transportation, who will approve the final document. At that point, the updated SMTP will be final.

# PROJECT SCHEDULE



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## ENGAGEMENT PHASES

We have a two phased engagement approach. The goal during Phase 1 (completed in early 2021), focused on identifying the six topics that are priorities for this plan update (see Strategy Development on page 6). The goal for Phase 2 (in process from spring to summer 2021) is to dive deep into each of these six focus areas. More information on each phase is included in the following sections.

### PHASE 1 – IDENTIFY TOPICS OF FOCUS FOR THIS PLAN UPDATE (COMPLETED IN EARLY 2021)

Phase 1 of engagement helped to set the stage for the strategy development stage of the plan development process, including identifying the six topics that will be the focus of the plan update.

#### SCHEDULE

Phase 1 engagement occurred in fall and winter 2020 and was completed in early 2021.

#### PUBLIC ENGAGEMENT

Public engagement during Phase 1 focused primarily on gaining a broad, high-level understanding of Minnesotans' transportation challenges and priorities. This informed MnDOT's selection of focus topics. Additionally, this phase prioritized relationship building with partners, community organizations, and others in order to create an audience and network to help facilitate Phase 2 engagement.

#### Key questions

Public engagement for Phase 1 posed the following questions to participants:

- What has changed for you in the last five years that affects when, how and why you travel? Think about changes before COVID-19 first then think about changes related to COVID-19.
- What has made getting around easier for you?
- What has made getting around more challenging for you?
- What else would you like to tell MnDOT?

#### Input tools and communications channels

##### *Input tools – How we collected input*

- Fill-in-the-blank story activity to get input on the key questions, available online and in print in English, Spanish, Hmong and Somali
- Video-based survey to get input on the key questions in English, Spanish, Hmong and Somali with responses by video, audio or text.
- General comment form available online at MinnesotaGO.org
- Individual phone conversations with people who left comments, reached out or indicated an interest in further discussion

##### *Communications channels – How we informed people of the opportunity to provide input*

- Social media postings (e.g., MnDOT Facebook, Instagram and Twitter)
  - Ask: to complete the fill-in-the-blank story activity, to share within their personal networks, and direct people to MinnesotaGO.org for more project information

- Social media targeted advertising to priority populations (note: specific geographic and demographic groups to target were identified at the mid-point of the survey period based on which voices were missing)
  - Ask: to complete the fill-in-the-blank story activity, to share within their personal networks, and direct people to MinnesotaGO.org for more project information
- Community organization distribution (e.g., template emails for distribution or newsletter)
  - Ask: to share the fill in the blank story activity within their networks, and direct people to MinnesotaGO.org for more project information
- MinnesotaGO.org website
  - Ask: to complete the fill in the blank story activity, to share within their personal networks
- SMTP plan update email newsletter, sent to individuals who sign up to receive it
  - Ask: to complete the fill in the blank story activity, to share within their personal networks, and direct people to MinnesotaGO.org for more project information
- Follow-up phone calls to people who left comments, reached out or indicated an interest in further discussion
  - Ask: to provide share their thoughts through conversation

## **PARTNER, STAKEHOLDER AND MNDOT ENGAGEMENT**

Partner, stakeholder and MnDOT engagement during Phase 1 focused on understanding what about the current SMTP policy direction is working or not working for transportation partners and stakeholders. This input helped MnDOT identify the six topics for this plan update.

### **Key questions and topics**

- What do you think is important to Minnesotans when it comes to transportation?
- Do you believe MnDOT's work is critical for Minnesotans? Why or why not?
- What has changed in your work in the past five years?
- What should we focus on for the next five years?
- Where could you use more direction or guidance related to transportation priorities?
- Rate the following topics
  - Aging infrastructure
  - Availability of transportation options and choice of mode
  - Changing demographics (aging, disability, geography, race etc.)
  - Climate change
  - Economy and employment
  - Electric, connected and automated vehicles
  - Environment (air and water quality, biodiversity)
  - Equity
  - Freight and logistics (delivery by air, land and water)
  - Public health
  - Safety
  - Technology and web access (including teleworking)
  - Other, please specify
- What is your number one priority? Why?

## Input tools and communications channels

### *Input tools – How we collected input*

- Online survey of the key questions
- Presentations by the MnDOT project team on the plan update process with input collected through discussion and notes

### *Communications channels – How we informed people of the opportunity to provide input*

- Direct emails to MnDOT staff
  - Ask: offer a presentation by MnDOT, ask to complete the online survey and direct people to MinnesotaGO.org for more project information
- Direct emails to partners
  - Ask: offer a presentation by MnDOT, ask to complete the online survey, ask to distribute the survey more broadly within their professional networks, ask to sign up for the project email newsletter and direct people to MinnesotaGO.org for more project information
- Direct emails to stakeholders
  - Ask: to complete the online survey, ask to distribute the survey more broadly within their professional networks, ask to sign up for the project email newsletter and direct people to MinnesotaGO.org for more project information
- SMTP plan update email newsletter, sent to individuals who sign up to receive it
  - Ask: to complete the online survey, to distribute the survey more broadly within their professional networks and direct people to MinnesotaGO.org for more project information

## TRANSITIONING ENGAGEMENT TO PHASE 2

The online survey targeted to MnDOT partners and stakeholders was closed on January 11, 2021. The fill-in-the-blank story activity and the video-based survey at MinnesotaGO.org targeted to general audiences will remain open during the coming months and will be augmented with additional online engagement tools. Engagement is now transitioning to focus on the six topic areas during Phase 2.

## PHASE 2 – INDEPTH ENGAGEMENT ON SIX PLAN TOPIC AREAS

During Phase 2, SMTP engagement will ask participants for to give their input that will support the development of strategies and objectives in the six major topic areas that have been prioritized in the plan update:

- **Aging Infrastructure** – These are the constructed elements and equipment that make up Minnesota’s transportation system, including roads, bridges, sidewalks and transit vehicles. As infrastructure ages, the costs to maintain it in a state of good repair increase.
- **Climate Change** – This topic includes efforts to mitigate emissions of greenhouse gases, as well as planning and preparing infrastructure to be more resilient to extreme weather.
- **Economy and Employment** – Transportation is critical to keeping Minnesota’s economy strong, moving goods and connecting people to jobs. Contracting and transportation spending can support a diverse, inclusive and resilient economy.
- **Equity** – This topic involves understanding and addressing that the ways people of different identities are impacted by transportation decisions past and present.

- **Safety** – It is important to keep Minnesotans safe as they travel and from impacts of the transportation system. Progress toward reducing deaths and serious injuries has stalled in recent years.
- **Transportation Options** – This topic includes identifying the range and convenience of transportation options—such as taking transit, bicycling, walking, and carpooling and more—to better serve the growing number of people who cannot or choose not to drive.

## SCHEDULE

Phase 2 engagement will occur in spring and early summer 2021.

## PUBLIC, PARTNER, AND STAKEHOLDER ENGAGEMENT

Public engagement will focus on getting input from Minnesotans about the six topic areas. We will share information about each topic and then ask questions to prompt participants in open-ended conversations. Comments will be captured in meeting notes. Conversations will only be recorded if participants provide consent. The input we collect will focus on understanding Minnesotans’ experiences and priorities for the future related to each topic.

### Key questions

- What came up for you as you heard about this topic?
- How are you affected by this topic?
- What do you think progress in this area looks like?
- What would you like to see change about this topic?
- Do you have suggested solutions, actions or policies?
- How would your life, business or community look different if we took those actions?
- What else do you want to tell MnDOT?

### Input tools and communications channels

#### *Input tools – How and where will we collect input?*

The team will hold live and recorded virtual events and post online engagement tools to collect input. There will be no in-person events, however, as required by current COVID-related public health guidelines for state agencies.

- **Community partnerships**—Organizations will be provided with the tools, content and support to host an entertaining online trivia-themed game virtual gathering for their members. The trivia and specially created visuals will serve as conversations prompts. Comments will be capture in meeting notes; no recordings will be made. Special effort will be made to hold events with organizations that serve people who are underrepresented in planning processes.
- **MnDOT-hosted events**—A series of statewide virtual meetings hosted by MnDOT staff.
- **Partner-hosted events**—Organizations such as MPOs, RDOs, counties, cities, and other transportation planning partners will be provided with format and content to hold virtual meeting for persons in their respective regions.
- **Individually hosted events**—MnDOT will make the format and content for virtual meetings available to interested individuals who may wish to hold an online gathering for friends, family, and/or colleagues.

- **MinnesotaGO.org**—A self-paced online version of the topic content and graphics will be developed for visitors to the website for those who are not able to share comments at a virtual gathering.
- **Individual phone conversations**—The team will have one-on-one conversations with people who leave comments, reach out or indicate an interest in further discussion.

*Communications channels – How will we inform people of the opportunity to provide input?*

- Social media postings (e.g., MnDOT Facebook, Instagram and Twitter)
  - Ask: to participate in a live virtual event or complete the self-paced activities, share within their networks and direct people to MinnesotaGO.org for more project information
- Social media targeted advertising to priority populations (note: specific geographic and demographic groups to target were identified at the mid-point of the survey period based on which voices were missing)
  - Ask: to participate in a live virtual event or complete the self-paced activities, share within their networks and direct people to MinnesotaGO.org for more project information
- Community organization distribution (e.g., hosted event, template emails for distribution or newsletter)
  - Ask: to host a live virtual event within their networks, share the self-paced activities within their networks and direct people to MinnesotaGO.org for more project information
- MinnesotaGO.org website
  - Ask: to attend a live virtual event or complete the self-paced activities and share within their personal networks
- Physical advertising (e.g., newspaper ads, yard signs, sidewalk stickers, posters) in targeted locations (e.g., rest areas, Little Free Libraries, multicultural media)
  - Ask: direct people to MinnesotaGO.org to provide input and for more project information
- Direct emails and newsletters to MnDOT staff, internal meetings and employee resource groups
  - Ask: to participate in or host a live virtual event or complete the self-paced activities, share within their networks and direct people to MinnesotaGO.org for more project information
- Direct emails to partners
  - Ask: to host a live event within their networks, share the self-paced activities within their networks and direct people to MinnesotaGO.org for more project information
- Direct emails to stakeholders
  - Ask: to participate in a live virtual event or complete the self-paced activities, share within their networks and direct people to MinnesotaGO.org for more project information
- SMTP plan update email newsletter, sent to individuals who sign up to receive it
  - Ask: to participate in a virtual live event or complete the self-paced activities, share within their networks and direct people to MinnesotaGO.org for more project information
- Follow-up phone calls to people who leave comments, reach out or indicate an interest in further discussion
  - Ask: to share their thoughts through conversation

## **ONGOING ENGAGEMENT**

In addition to the engagement activities described in the previous sections, MnDOT will facilitate several other engagement activities, which are described below.

### **POLICY ADVISORY COMMITTEE**

A project advisory committee has been convened to guide the overall SMTP update process, including advising on engagement activities. PAC members include advocacy organizations, boards, councils, stakeholders and partners who represent different perspectives and modes. See the Appendix 2 for list of Policy Advisory Committee members.

### **TECHNICAL ADVISORY COMMITTEE**

A technical advisory committee has been convened to provide guidance on the plan update process, including input on engagement activities. The TAC's role also includes helping to ensure the final policy strategies reflect the priorities and needs of MnDOT and partners. TAC members include MnDOT staff and staff from partner organizations. See the Appendix 3 for list of Policy Advisory Committee members.

### **WORK GROUPS**

Six work groups are being convened to address the six focus area topics of the SMTP update: Aging Infrastructure, Climate Change, Economy and Employment, Equity, Safety and Transportation Options). These groups will develop new or revised strategies and performance measures for the SMTP topic area. Members include staff from MnDOT, partner agencies, and other organizations with subject matter expertise.

### **DISTRICT PUBLIC ENGAGEMENT COORDINATOR CONSULTATION**

The project team will consult with the public engagement coordinators of MnDOT's eight districts at helpful points the SMTP update process. The coordinators are experienced and knowledgeable on strategies for how best to connect with community and agency partners within their districts. The coordinators may also assist the project team in identifying the specific audiences in their regions and provide recommendations for input tools or communication channels that will be successful.

### **NEWSLETTER**

The project team will develop and distribute a project-specific newsletter throughout the SMTP update process. The newsletter will provide regular project updates and share opportunities to connect. Interested individuals will be able to sign up to receive the project newsletter at [MinnesotaGO.org](https://MinnesotaGO.org).

### **BRIEFINGS**

The project team is providing regular updates to leadership and employee resource groups within MnDOT and outside the agency including metropolitan planning organizations, regional development organizations, social groups and clubs, and other organizations. The focus of these briefings is to provide information and discuss the SMTP update. The project team will continue to look for opportunities to use existing meetings of these groups as an opportunity to share information about the SMTP and to discuss transportation priorities with participants.

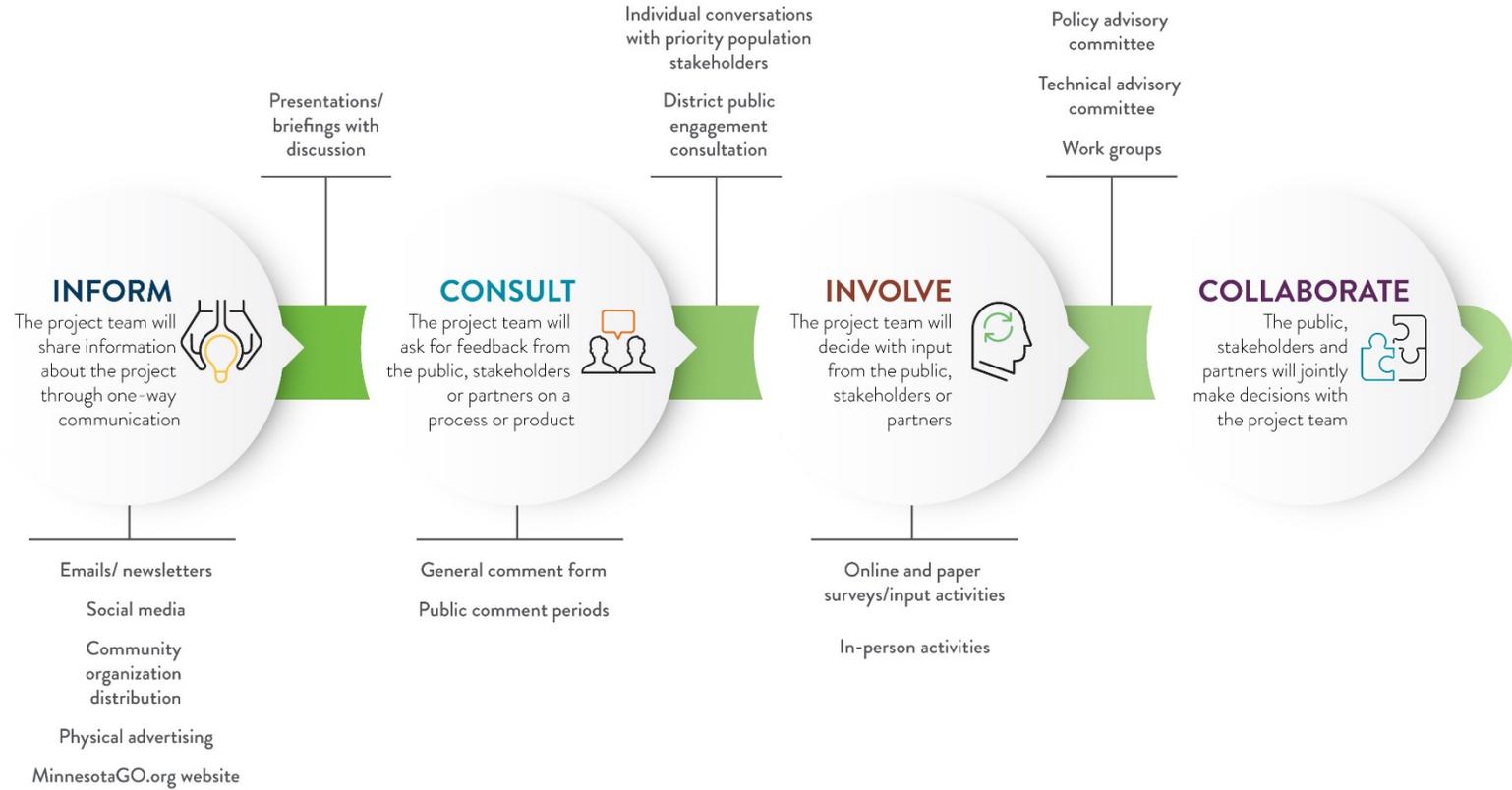
## **PROJECT WEBSITE**

The project team will revise the MinnesotaGO.org website to serve as the online home for the SMTP update. The website will include general project information and highlight opportunities to provide input. Features of the site will include links to survey or other input activities, a calendar of events, links to key documents or background information, reports on overall project progress, and summaries of input.

## **PUBLIC COMMENT PERIODS**

At specific points in the project, the project team will share draft documents for public review and comment. This includes sharing the draft Public Participation Plan before each phase of engagement (this document) and sharing the draft of the updated SMTP after the strategy development stage.

# SUMMARY OF ACTIVITIES



\*see table in appendix 1 for more information

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## EVALUATION

At the end of each engagement phase, MnDOT will summarize the inputs, outputs, outcomes and impact in an outreach summary document. Additionally, MnDOT will continually share updates on the SMTP plan update process and themes from engagement on MinnesotaGO.org and via presentations to partners and stakeholders. The project team will use cumulative results and trends to adjust project outreach and inform the planning and execution of future outreach at MnDOT. MnDOT will receive monthly reports that document the number of people that interact with the project via:

- Website
- Social media
- Surveys and other online tools
- In-person activities

When possible, the project team will summarize geographic and demographic results. If participation does not appropriately represent the geographic or demographic characteristics of Minnesota, the project team will adjust the engagement approach to target those populations. See the Evaluation Matrix in the appendix for more information on how MnDOT will monitor public participation in addition to answering the following questions after Phase 1, Phase 2 and plan adoption.

## INPUTS

The project team will assess the following inputs as part of each engagement evaluation:

- What staff time and budget did it take to connect with MnDOT, the public, stakeholders and partners?

## OUTPUTS

The project team will assess the following outputs as part of each engagement evaluation:

- How many virtual outreach meetings occurred? What was the attendance?
- How many stakeholder meetings, informational and advisory, have taken place? What was the attendance and by whom?
- How many people have signed up for project updates via email?
- How many hits were there on the project website? How many of these are repeat visitors?
- How many hits were there on engagement tools in-person, online and total?
- What was the percent of respondents who shared demographic data when requested?
- What kind of input resulted from the place-based outreach, stakeholder meetings and other opportunities?
- Did different modal interests participate?
- Did different geographies participate?

## OUTCOMES

The project team will assess the following outcomes as part of each engagement evaluation:

- How did the project team use input to guide planning for future public engagement activities?
- To what extent did the engagement achieve the intended goal for meaningful engagement in the short, medium and long term?

- Which input tools or communications channels were most effective (i.e., provided more meaningful input for the staff time and budget needed)?
- How much of draft and final plans did partners and the public collaborate to develop?
- Were the changes substantive or minor?

## **IMPACT**

The project will assess the following impacts as part of each engagement evaluation:

- How did public input inform agency decisions?
- Were activities seen as one-time opportunities for input, or are relationships more sustained for understanding stakeholder ideas and recommendations?

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## **HOW TO COMMENT**

MnDOT will post this updated Public Participation Plan for public review on MinnesotaGO.org for 45 days starting on March 15, 2021. The public comment period is an opportunity for Minnesotans to tell MnDOT if our plan for how we will include you meets your expectations.

MnDOT will also make the document available in hard copy upon request. You can provide comments via MinnesotaGO.org or by phone or email to:

Hally Turner

Project Manager

[Hally.Turner@state.mn.us](mailto:Hally.Turner@state.mn.us)

651-366-3901

MnDOT will accept comments on the draft Public Participation Plan until 5:00 PM on April 29, 2021. After receiving all comments, MnDOT will formally respond to each comment via a Response to Comment Summary. You will be able to access the Response to Comment Summary via MinnesotaGO.org or as a hard copy upon request within 21 days of the end of the comment period.

# APPENDIX 1: EVALUATION MATRIX

Input tool or communication channel	Performance measure	Evaluation criteria	Methods to meet guiding principles	Participation level
Minnesota GO website	Annual number of unique website visitors	Number of hits (monthly); increase annually	Use communications to increase awareness of website	Inform
Website calendar of events	Calendar on website	Calendar accurately reflects all known events scheduled	Update on website regularly	Inform
Newsletter	Open rate	Target of 20% of people reached	Update list based on undeliverable email	Inform
Direct emails	Reaches percent of intended audience	Target of 85% of persons contacted; geographic reach of communications	Monitor deliverable rate	Inform
Community organization distribution	Number of organizations participating	Percent of organizations responding to request to distribute information	Ask will be considerate of time and resources; relevant materials will be provided along with the request	Inform

Input tool or communication channel	Performance measure	Evaluation criteria	Methods to meet guiding principles	Participation level
Physical advertising (e.g., flyers, brochures, posters)	Materials readily available and distributed on request	Number of materials provided; website downloads	Materials available on website and available by request	Inform
Social media	Use MnDOT profiles to share project information and materials	Number of fans or followers; number of impressions	Provide information to Communications; Monitor accounts	Inform
General comment forms	Number of comments received	Timeliness of response by project team	Encourage responses through social media, newsletter, partner and stakeholder communications	Consult
Presentations/ briefings with discussion as requested by the public, stakeholders and partners	Number of meetings requested; number of participants	Meetings are held as requested	Staff will accommodate availability of the group making the request; materials, if necessary, will be shared with organizer as requested	Inform/Consult

Input tool or communication channel	Performance measure	Evaluation criteria	Methods to meet guiding principles	Participation level
Public comment period legal advertisements	Advertise all required public hearings 30 days in advance	All required public hearings advertised at least 30 days in advance	Ensure project processes account for lead time needed to advertise meetings accordingly	Consult
Individual conversations with priority population stakeholders	Number of conversations	Percent of stakeholders responding to request for conversation	Staff will identify priority populations based on which voices are missing	Consult/Involve
District public engagement coordinator consultation	Number of responses received	Percent of coordinators responding to requests	Ask for input on a reasonable timeframe; share relevant materials in advance	Consult/Involve
Online and paper surveys/ input activities	Number of responses received	Voluntary demographics match state demographics; geographic reach of communications	Encourage responses through social media, newsletter, partner and stakeholder communications	Involve
Virtual input activities (e.g., trivia)	Meetings are held to maximize attendance	Number of participants	Schedule at convenient times; hold multiple virtual activities to allow for options; use online and offline tools to increase awareness	Involve

Input tool or communication channel	Performance measure	Evaluation criteria	Methods to meet guiding principles	Participation level
Policy and technical advisory committees	Meetings are held to maximize member attendance	Percent participation by committee members	Schedule at convenient times; staff will prepare and share meeting materials at least one week in advance of the meeting	Involve/Collaborate
Work groups	Meetings are held to maximize member attendance	Percent participation by work group members	Schedule at convenient times; staff will prepare and share meeting materials at least one week in advance of the meeting	Involve/Collaborate

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# APPENDIX 2: POLICY ADVISORY COMMITTEE MEMBERS

**Paul Aasen**

Minnesota Safety Council

**Doug Anderson**

City of Lakeville

League of Minnesota Cities

**Brent Bois**

Calhoun Truck Lines

Minnesota Trucking Association

**Deborah DeLuca**

Duluth Seaway Port Authority

Minnesota Ports Association

**Robert Deschampe**

Grand Portage Band of Lake Superior Chippewa

Minnesota Indian Affairs Council

**David Dively**

Minnesota Council on Disability

**Margaret Donahoe**

Transportation Alliance

**Justin Femrite**

City of Elk River

League of Minnesota Cities

**Bentley Graves**

Minnesota Chamber of Commerce

**David Hann**

Minnesota Association of Townships

**Chuck Hendrickson**

City of Moorhead

Minnesota Metropolitan Planning Organizations

**Tim Henkel**

Minnesota Department of Transportation

**Pahoua Yang Hoffman**

Saint Paul & Minnesota Foundation

Minnesota Council on Foundations

**Nick Mason**

Bicycle Alliance of Minnesota

**Jim McDonough**

Ramsey County

Association of Minnesota Counties

**Sherry Munyon**

Capitol Access

Minnesota Public Transit Association

**Sam Rockwell**

Move Minnesota

**Lori Schultz**

Tri-County Action Program

Minnesota Community Action Partnership

**Linda Sloan**

Council for Minnesotans of African Heritage

**Vance Stuehrenberg**

Blue Earth County

Association of Minnesota Counties

**Fabio Tenorio**

Latino Chamber of Commerce of Minnesota

Minnesota Council on Latino Affairs

**Bob Voss**

East Central Regional Development Commission

Minnesota Association of Development

Organizations

**Steven Wright**

Brainerd Lakes Regional Airport

Minnesota Council of Airports

**Charles Zelle**

Metropolitan Council

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# APPENDIX 3: TECHNICAL ADVISORY COMMITTEE MEMBERS

**Deanna Belden**

MnDOT Transportation System Management

**Lisa Bigham**

MnDOT State Aid

**Paul Czech**

MnDOT Metro District

**Peter Dahlberg**

MnDOT Freight & Commercial Vehicle  
Operations

**Dillon Dombroski**

City of Rochester  
League of Minnesota Cities

**Sara Dunlap**

MnDOT ADA

**Andrew Emanuele**

Federal Highway Administration

**Innocent Eyoh**

Minnesota Pollution Control Agency

**Brian Giese**

Pope County  
Association of Minnesota Counties

**Michael Hanson**

Minnesota Department of Public Safety

**Katie Hatt**

MnDOT Rail

**Debra Heiser**

City of St. Louis Park  
League of Minnesota Cities

**Wayne Hurley**

West Central Initiative  
Minnesota Association of Development  
Organizations

**Ed Idzorek**

MnDOT Transportation System Management

**Ken Johnson**

MnDOT Traffic Engineering

**Rylan Juran**

MnDOT Aeronautics

**Andrew Korsberg**

Minnesota Department of Natural Resources

**Heather Lukes**

MnDOT District 6

**Tina Markeson**

MnDOT Environmental Stewardship

**Tara Olds**

MnDOT Connected & Automated Vehicles

**Paul Perez**

Shakopee Mdewakanton Sioux Community  
Minnesota Indian Affairs Council

**Lisa Raduenz**

MnDOT Transit & Active Transportation

**Jake Rueter**

MnDOT Transit & Active Transportation

**Mary Safgren**

MnDOT District 4

**Wayne Sandberg**

Washington County  
Association of Minnesota Counties

**Emily Smoak**

Minnesota Department of Health

**Nissa Tupper**

MnDOT Sustainability & Public Health

**Amy Vennewitz**

Metropolitan Council

**Nicole Westadt**

MnDOT Organizational Planning & Management

**Mike Wenholz**

Duluth-Superior Metropolitan Interstate  
Commission

Minnesota Metropolitan Planning Organizations

**Neal Young**

Minnesota Department of Employment &  
Economic Development