



Meeting Agenda

SE RPO Advisory Board & Transportation Committee meeting
September 30, 2026 @ 2:30pm via Teams and In-Person

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
 - a. August 19, 2026
4. SEC Staff Updates on Projects and Programs
5. AKDOT&PF Updates on Projects and Programs
6. Old Business
7. New Business
 - a. Approval of SE-RPO Public Involvement Plan
 - b. Approval of FFY27 SE-RPO Workplan
8. Open Discussion
 - a. FFY27 Meeting Dates
 - b. 2027 Transportation Symposium
9. Adjourn

**SOUTHEAST CONFERENCE
MEMORANDUM**



To: Southeast Alaska Regional
Board

From: Southeast Conference Staff

Date: September 24, 2026

RE: Item 6a. Approval of SE-RPO Public Involvement Plan

Planning Organization Advisory

Attached you will find a draft Public Involvement Plan (PIP). Subtask 3.1.1 of the Southeast Alaska Regional Planning Work Program (RWP) calls for the establishment PIP for use by the RPO.

The purpose of the PIP is as you might expect. As described on page 1 of the attached draft:

This Public Involvement Plan outlines how SE-RPO involves the public in the transportation planning and decision-making process. It lays out methods, tools, and expectations for how interested parties including residents, stakeholders, public agencies, and other entities that use, fund, operate, regulate, or are impacted by the regional statewide transportation system can provide input on plans, studies, and programs.

The PIP elaborates on the general process the RPO will use to ensure that the activities of the entity are well-promulgated. The plan details how the public, transportation stakeholders, and others may monitor the progress of a completed or pending action. The goal is to better provide for communication from the public to the RPO, and communication from the RPO to public. Specific projects will have an outreach plan utilizing actions and resources listed in the PIP but tailored to the timeline and needs of the specific project.

The PIP is presented here for consideration of approval. Staff is prepared to answer questions from the board as needed.



SOUTHEAST CONFERENCE MEMORANDUM

To: Southeast Alaska Regional Planning Organization Advisory Board
From: Southeast Conference Staff
Date: September 24, 2026
RE: Item 6b. Approval of FFY27 SE-RPO Workplan

A requirement of the RPO program is to establish an annual workplan. The plan details the range of activities that the RPO is likely to undertake for the time the workplan is in effect.

At its August 2026 meeting, staff provided the FFY26 the Workplan to the RPO board and facilitated discussion on board suggestions for the FFY27 workplan. The drafted FFY27 workplan is before the RPO Advisory Board for consideration of approval.

As noted in the August meeting packet, the RWP includes five activities identified by AKDOT&PF staff, namely: 1) transportation planning; 2) technical assistance and planning support; 3) public participation, outreach, and communication; 4) program management and reporting; and 5) special studies and additional planning activities. The tasks and subtasks are substantial. Many of the tasks and subtasks identified in the attachment can be completed by staff. Others may from time to time require some formal action from the advisory board. SEC staff will arrange for responses from the board when action is needed.

The workplan is ready for discussion and formal consideration by the RPO board. Staff is prepared to address questions, if any, from the board.



**SOUTHEAST CONFERENCE
MEMORANDUM**

To: Southeast Alaska Regional Planning Organization Advisory Board
From: Southeast Conference Staff
Date: September 24, 2026
RE: Item 7a. FFY27 Meeting Dates

The proposed PIP identifies that the SE-RPO will publish a list of dates for RPO Advisory meetings annually. The Operating agreement requires meeting at least quarterly meetings with a virtual/ in-person in February at SEC's MSS and Transportation Symposium in Juneau And during SEC's annual meeting in September. Work Sessions may also be scheduled to facilitate better discussion and brainstorming. These could d be in addition to on separate dates or occur before or after board meetings (noting that nothing discussed in a work session would be on the agenda as there wouldn't be proper prior public notice).



**SOUTHEAST CONFERENCE
MEMORANDUM**

To: Southeast Alaska Regional Planning Organization Advisory Board
From: Southeast Conference Staff
Date: September 24, 2026
RE: Item 7b. 2027 Transportation Symposium

Looking for board member thoughts on panel discussions or focus areas or activities for the 2027 Transportation Symposium. Will be February 11th



Meeting Minutes
SE RPO Advisory Board & Transportation Committee meeting
August 19, 2026 @ 12:30pm via Teams

1. Call to Order: 12:33pm

- a. Present: Albert Smith, Austin Otos, Richard Harney, Emily Deach, Gerry Hope, Matthew Carpenter, Amy Ainslie, Jodi Graza, Kelly Moore, Brian Maller, KC Hostler, Jen Bowman.
- b. Absent: Paulette Jackson

2. Agenda Approval: M/S by Hope/ Hostler to approve the agenda; No Discussion; passed unanimously.

3. Minute Approval: M/S by Hope/ Harney to approve the 12.4.2026 Meeting Minutes as presented; No Discussion; passed unanimously.

4. SEC Staff Updates on Projects and Programs

- a. Updates for SEC: Staff working with AKDOT&PF RPO Coordinator to finalize admin paperwork, reaching out and establishing board members, community projects: heavily involved in an AMHS ferry planning project DOT is designing the boat, SEC electrical and shoreside infrastructure to ensure planning is comprehensive and can support community future needs in addition to this vessel's needs. Jon Bolling is leading efforts with Prince Rupert (PR): Interest in returning AMHS from Alaskans, difficulties in achieving that due to SOLAS, Buy American provisions, work with friends in PR and legislatures to address out to resolve these. Mayor Smith: looking at how the Tribes can help get money in and address terminal needs in PR. Mayor Smith was unable to make an earlier meeting, hopes to join in future, MIC invite to come go over to MIC on Thursday of the conference. Other SEC project: SEC is a recipient of AKDOT&PF Thriving Community Funds to advance regional and community specific transportation needs. SEC's main project under this has been an active transportation and regional trails planning to stand up SEATrails once again. Worked with Sitka to do Active Transportation planning which the community implemented this summer. Attended a SE Harbors meeting led by Representative Himschoot. Hearing more on how SE-RPO can help fill gaps and add capacity. Other non-transportation industry projects going on and working to weave transportation elements into them to support our transportation network in the long run. Funding opportunity for Trails is now open. SEC's annual meeting will be Sept 29-Oct 1.
- b. Updates from AKDOT&PF: Updating of the SEATP (last adopted was 2004). The Draft plan being released in a few weeks for public comment period. Common themes include: reliability, resilience, connectivity, infrastructure maintenance, & Economic vitality that informed elements of the plan. Draft plan includes vision and 5 goals. Recommendations, framed by vision and goals focuses on partnerships, operations, planning and studies across the different transportation modes. Future input through open-houses, virtual events and direct engagement. Sitka and Juneau Open-houses Sept 15th & 15th with Virtual event to follow. DOT&PF responded to location of open-house in Sitka



5. Advisory Board Introductions:

- a. All present members introduced themselves: Name, where they are based out of, a brief overview of their background or involvement in Transportation and what they are looking forward to as part of the RPO board.

6. RPO Program Overview – AKDOT&PF and SEC

- a. AKDOT&PF Coordinator Jen Bowman: 4th RPO in the State, It is a pilot program for Alaska and Jen's role is to help SEC-RPO move through, figuring out what works and what doesn't. This is a pilot program that was enacted in 2022, Jen came on Dec 2025 to help onboard and advance the pilot program. Intention is to increase collaboration, share resources and give communities more of a voice in the planning efforts. SEC notes: RPO program is new for Alaska, RTPO is a program established in Federal Code but don't have funding associated with it like the Federal MPO program. National group working with Federal Government to fund RTPO. Help Alaska be prepared and establishing a long-term future program and moving it from a pilot to permanent. SEC staff also serves RPO America Council of peers, every State does it different. Bridge communication and increase capacity.

7. Old Business - NONE

8. New Business

- a. **Southeast Alaska RPO operating agreement:** M/S by Hostler/ Hope to approve the Southeast Alaska RPO Operating Agreement.
 - i. Discussion: None from board, one question from board: does the proposed language of the vision statement cover the expected role of the RPO? Something that can also be revisited as a working document. Board felt that is covered all the aspects of what the organization would be. Hope asked if the procedure intent is to go section by section to approve. SEC staff clarified that there is a motion on the table for approval of the full document and that if a board member has a recommended amendment to a section or point, that during this discussion period we are looking for those amendments. Hope felt it's a good start and no edits recommended.
 - ii. Passed unanimously.
- b. **Set terms for initial board member:**
 - i. Pre discussion of availability of members.
 - ii. M/S by Hope/ Smith to approve initial board members for the terms of-
 - 1. One year: Albert Smith, Amy Ainslie, Matthew Carpenter, & Brian Maller
 - 2. Two year: Paulette Jackson, Gerry Hope, Jodi Graza, & Kelly Moore
 - 3. Three year: Austin Otos, Richard Harney, & Emily Deach
 - iii. Passed unanimously.
- c. **Election of Officers**
 - i. Pre-Discussion nomination of Chair for 1 year commitment, Vice Chair for 2 year commitment



- ii. M/S by Smith/ Ainslie to approve Emily Deach as Chair and Richard Harney as Vice Chair:
- iii. No Discussion. Passed unanimously.

9. Open Discussion

- a. **FFY27 Work Plan:** How we want to adjust the workplan for FFY27 to direct staff and program funds. Board suggestions include:
 - i. Emily what's interested in how our communities are interconnected in SE and projects that impact all of us. Looking at issues and projects on a regional level is very important to desilo communities and bring a wider perspective.
 - ii. Robert is it valuable to create a single document of SE projects in the STIP, where community projects are at, tier of know projects and their timelines, infrastructure needs not being considered but merit consideration. How do we help and guide prioritization projects across the region?
 - iii. Deach agreed that she is aware of her local projects and needs but lacks awareness of others and discussed how regions can pool resources to facilitate critical projects for the region.
 - iv. Harney Tribes can also incorporate TIP and Tribal plans for its interconnection to other plans.
 - v. Garza questioned awareness of what's going on in the communities, is there some sort of awareness or outreach we can do to feed this groups information down the chain and back up? PIP document to help create the process of information flow.
 - vi. Hope Roberts suggestions are something to base what the RPO board can work from, add to or weigh in on. Committees may be helpful in terms of being able to dive deeper and not use up so much time at a full board meeting.
 - vii. Smith Short range, mid range and long term planning, looking at what we are going to do in terms of transportation. Perhaps we create committees that focus on the different modes of transportation. Work to create a list of goals the RPO can work to accomplish.
- b. **Round Table – Member Check in:** Ron Curtis- RPO efforts will be appreciated and if any info from the IFA is needed, Curtis is available. IFA is also going to help cover MIC while the Lituya is in the shipyard. Deach: process thing- Emily working with SEC staff and Richard on an agenda. Any other items to be placed on an agenda, send to Emily or SEC staff. Kaitlyn clarified that SEC staff will create a first draft for review by the Chair and Vice Chair and then share with full board for suggestions. Smith discussed creating space for work sessions to increase collaboration between board members on opportunities and alignment with ongoing collaboration.

10. Next meeting date – September during annual meeting. Time and day TBD.

The meeting with adjourned at 2:00PM.



SOUTHEAST CONFERENCE MEMORANDUM

To: Southeast Alaska Regional Planning Organization Advisory Board
From: Southeast Conference Staff
Date: August 7, 2026
RE: Background on RPO – Agenda Item 6

Welcome, and thank you for your willingness to serve on the Southeast Alaska Regional Transportation Planning Organization (RTPOs or RPO) governing body. Below is a brief to provide you with some context on RPOs.

RPOs form pursuant to Federal statute 23 USC 134 and 135. Their purpose is to ensure nonmetropolitan areas fully participate in statewide transportation planning. More specifically, RPOs have the following duties:

- A. developing and maintaining, in cooperation with the State, regional long-range multimodal transportation plans;
- B. developing a regional transportation improvement program for consideration by the State;
- C. fostering the coordination of local planning, land use, and economic development plans with State, regional, and local transportation plans and programs;
- D. providing technical assistance to local officials;
- E. participating in national, multistate, and State policy and planning development processes to ensure the regional and local input of nonmetropolitan areas;
- F. providing a forum for public participation in the statewide and regional transportation planning processes;
- G. considering and sharing plans and programs with neighboring regional transportation planning organizations, metropolitan planning organizations, and, where appropriate, tribal organizations; and
- H. conducting other duties, as necessary, to support and enhance the [scope of the planning process].

In 2022 Alaska DOT&PF established the RPO Pilot program ask Alaska ventures into understanding the benefits of the Federal program. Items on our advisory meeting agenda will translate the list of statutory duties above into Southeast Alaska specific tasks that build on AKDOT&PF public outreach efforts and help establish collective policies, programs and priorities for Southeast Alaska.

Already designated and federally-recognized Economic Development District for Southeast Alaska, its status as the ARDOR for Southeast Alaska, its decades-long participation in transportation issues, Southeast Conference is the Alaska Department of Transportation and Public Facilities-recognized RPO for the region. As such, SE Conference will provide staff and other administrative support to the RPO Board and regularly report back to AKDOT&PF staff overseeing the handful of RPOs around Alaska.

Again, welcome to the RPO Board. SE Conference staff looks forward to working with each of you within this new partnership structure.



SOUTHEAST CONFERENCE MEMORANDUM

To: Southeast Alaska Regional Planning Organization Advisory Board
From: Southeast Conference Staff
Date: August 7, 2026
RE: Southeast Alaska RPO operating agreement– Agenda Item 8a

A requirement of the RPO program is to establish a set of by-laws or an operating agreement for the SE-RPO Advisory board to abide by. To set consistency in the State RPO program, SEC staff utilized the Copper Valley Development Association's established operating agreement for the CVD-RPO and terms within SEC's Project agreement with the State (Contract 26-007) to draft a recommended operating agreement for consideration of adoption by the SE -RPO Advisory Board.



SOUTHEAST CONFERENCE MEMORANDUM

To: Southeast Alaska Regional Planning Organization Advisory Board
From: Southeast Conference Staff
Date: August 7, 2026
RE: Set terms for initial board member – Agenda Item 8b

To established a staged term for future boards, initial advisory board members need to be split up into those serving one (1), two (2) and possibly three (3) year terms.



SOUTHEAST CONFERENCE MEMORANDUM

To: Southeast Alaska Regional Planning Organization Advisory Board
From: Southeast Conference Staff
Date: August 7, 2026
RE: Election of Officers – Agenda Item 8c

If adopted by the board, the operating agreement calls for the election of a chair and a vice chair from among its members. Staff suggests the board elect a chair using the following process.

1. Advisory board members nominate board candidates for the position of chair; alternatively, members may express an interest in serving as board chair. Staff will call for nominations to close when it is apparent no additional members will be nominated or declare an interest in serving as chair.
2. Board members will be called on by staff to cast a vote for one of the nominees. Members may vote by paper ballot, or by digital voting through the option arranged by staff if participating remotely.
3. The nominee receiving a majority of votes will take on the position of chair.
4. The process, this time overseen by the board chair, is repeated for the position of vice chair.



SOUTHEAST CONFERENCE MEMORANDUM

To: Southeast Alaska Regional Planning Organization Advisory Board
From: Southeast Conference Staff
Date: August 7, 2026
RE: FFY27 Regional Planning Work Program (RWP) – Agenda Item 9a

As a means of identifying tasks for the RPO to complete, you will find attached SE RPO's FFY26 Regional Planning Work Program (RWP) for the time period February 12, 2026 through September 30, 2027.

The RWP includes five activities identified by AKDOT&PF staff, namely: 1) transportation planning; 2) technical assistance and planning support; 3) public participation, outreach, and communication; 4) program management and reporting; and 5) special studies and additional planning activities. Many of the tasks and subtasks identified in the attachment can be completed by staff. Others may, from time to time, require some formal action from the advisory board. SEC staff will arrange for responses from the board when action is needed.

Alaska DOT&PF staff consulted with SEC staff as the work program document was prepared. The tasks and subtasks are substantial. We will work with AKDOT&PF staff on prioritizing tasks to focus on issues important to AKDOT&PF and to SEC through next September.

The FFY26 RWP is presented here for your review as we discuss and consider tasks to include for the FFY27 RWP (October 1, 2026 – September 30, 2027). SEC staff will take feedback from the discussion as well as coordination with AKDOT&PF to draft an FFY27 RWP that will be considered for adoption by the SE RPO during our September board meeting.

PUBLIC INVOLVEMENT PLAN: SOUTHEAST ALASKA REGIONAL PLANNING ORGANIZATION

DRAFT: September 2026

Purpose:

On February 11, 2026 Southeast Conference (SEC) signed an agreement with Alaska Department of Transportation & Public Facilities (DOT&PF) to become a designated Regional Planning Organization, known as Southeast Alaska Regional Planning Organization (SE-RPO). Per an approved Work Plan, SE-RPO will complete four tasks that are intended to support and assist AKDOT&PF and Southeast Alaska Communities and Tribes with transportation planning: identifying and advocating local transportation needs; conducting transportation planning; assisting local governments; and supporting the statewide transportation planning process in non-metropolitan areas of Southeast Alaska. Activities will focus on improving connectivity, supporting regional mobility, and advancing coordinated planning efforts that reflect the needs of the broader region.

This Public Involvement Plan outlines how SE-RPO involves the public in the transportation planning and decision-making process. It lays out methods, tools, and expectations for how interested parties including residents, stakeholders, public agencies, and other entities that use, fund, operate, regulate, or are impacted by the regional statewide transportation system can provide input on plans, studies, and programs. The SE-RPO will adhere to legal public involvement standards where applicable.

Background:

The SE-RPO is part of the Alaska DOT&PF RPO pilot program. The primary project area is the Southeast Region of Alaska, encompassing the panhandle from the City and Borough of Yakutat in the north to the community of Metlakatla in the south. The project scope may extend to include adjacent areas within the Southcoast Region of Alaska where transportation systems often span jurisdictional and community boundaries. The Scope of the SE-RPO is laid out in the Operating Agreement with Alaska DOT&PF.

Roles:

The affairs of SE-RPO, including public participation, are managed by its Advisory Board. The Advisory Board is made up of no fewer than seven and no greater than eleven members representing communities, public entities, and business groups across the region.

The RPO Advisory Committee members will include:

1. Three public elected officials from differing Southeast Alaska communities and Tribes
2. Three to five public employees from Southeast Alaska communities and Tribes
3. Three to five transportation-related private business representatives

Ex-Officio Group Members include:

- AKDOT&PF Commissioner Office representative
- SEC Transportation Committee Chair or appointee

Southeast Conference:

Southeast Conference staff will provide administrative capacity to the advisory board and help public involvement as necessary. Administrative support may include but is not limited to meeting facilitation, disseminating public notices, website maintenance, and other administrative capacity to facilitate the tasks laid out in this plan. The Southeast Conference Transportation and Economic Development Director will provide day-to-day support to SE-RPO, under the supervision of the Executive Director.

Public Involvement Goals:

SE-RPO believes that community engagement should be built on communication, consultation, and collaboration. Our goals are to:

- **Goal 1: Clearly communicate how to be involved in the transportation planning and prioritization process:** issue public notices early and make them easy to access using multiple communication channels to share updates so residents and stakeholders know what is happening and how to get involved.
- **Goal 2: Share information in an understandable way:** present the planning process and project information with clear language and visuals so that residents can easily understand issues and options.
- **Goal 3: Ensure all residents and stakeholders can participate:** actively reach out to communities, stakeholder groups, and residents including directed outreach to underrepresented groups to offer engagement opportunities.
- **Goal 4: Demonstrate how public input shapes plans and decisions:** to build public trust, communicate about final decisions, be transparent on the decision process and how the public input process influenced the decision.

Thoroughness and transparency will be a guiding principle of the engagement process. SE-RPO will ensure that all impacted communities and groups are given a voice in regional transportation planning and project prioritization. SEC will implement public involvement processes to eliminate participation barriers and increase access in the transportation decision-making process to ensure meaningful engagement. Accommodation for participation, communication, and follow up will be made as necessary under state and federal law.

Key Audiences & Engagement Levels:

Residents:

A primary objective of the SE-RPO is to ensure public participation in the transportation planning process, including involvement in the project prioritization process. The SE-RPO will work to engage residents, community members, and other transportation users, including the region's smallest communities, across Southeast Alaska on SE-RPO projects and programs and broader statewide transportation planning efforts. SE-RPO will work to build trust and create greater transparency for transportation programs.

Stakeholders:

From individual community members to regional planning organizations to Tribal governments, the future of Alaska's ferry system and its ability to evolve with new technologies impacts a wide variety of stakeholders across the state and beyond. Major stakeholder groups and how they will be involved in the process are identified in Figure 1.

Figure 1: Transportation Stakeholders

	Who? Comprehensive representation, including the following groups:	Description
	Local Elected officials and municipal staff	Work with local elected and nonelected officials of communities throughout the region to understand transportation priorities and needs.
	State Elected Officials	Engage with State elected officials to keep them updated on transportation issues and prioritizes in the region, as well as understanding what their constituents may be sharing.
	Federal Agencies	Engage with federal agencies that are involved in transportation systems within the region, including but not limited to USFS, NPS, and others.
	State employees	State of Alaska employees involved in transportation issues, including but not limited to AKDOT&PF CCED, and DNR.
	Federal Elected Officials	Share transportation system priorities and needs with federal officials as applicable.
	Tribal Governments	Engage with tribal governments to understand tribal members' transportation needs and priorities, foster partnerships, and understand alignment with other broader goals and objectives of tribal governments.
	Community Organizations	Engage with organizations that represent communities and community groups on relevant transportation projects.
	Community members/residents	Engage with the public to understand individual residents' needs and priorities to ensure the public trusts the process and understands how to engage in transportation issues. Focus outreach to underrepresented groups as applicable.
	Informal Community Leaders	Work with community leaders and advocates, especially in small communities that lack formal government structures.
	Visitors to the region	When applicable, engage with visitors to the industry that utilize local transportation systems and infrastructure.
	Public transit & transportation operators	Engage with state, regional, local, and tribal public transportation operators for all modes of transportation, including ferry operators, bus operators, and others.
	Private transit & transportation operators	Engage with private transportation operators for all modes of transportation, including airlines, water transport, taxis, barge and shipping companies, air cargo, and more.
	Non-profits	Engage with nonprofit organizations that are involved in transportation, including trail organizations and senior services.
	Transportation infrastructure owners	Work with public and private owners of transportation system assets to help ensure the maintenance and resilience of key regional transportation assets.

	Utility staff or organizations	Engage with utilities, especially on potential transportation electrification projects, to understand power and energy systems in communities.
	Emergency Responders	Engage with emergency responders to understand transportation system vulnerabilities and needs.
	School Districts	Direct engagement with school districts that rely on transportation assets for safe transportation to/from schools and to/from school events across the region, as applicable.
	Regional Industry & Industry groups	Engagement with industry and industry groups that rely on transportation systems including the visitor, seafood, timber, mining, retail, and healthcare.
	Planning Organizations	Engagement with other planning organizations across the region and state, including other RPOs, MPOs, EDDs, and other economic and community development organizations.
	Chambers of Commerce & other business organizations	Engage with businesses, business leaders, native corporations, chambers and other business organizations to understand how businesses are utilizing the transportation system, transportation needs, and how changes in the system may impact businesses and business decisions.
	Native Corporations	
	Business leaders	
	Local Businesses	

Outreach & Engagement Tools:

The SE-RPO will take a dual approach to engagement utilizing broad outreach approaches to reach large audiences for more general project updates and more targeted campaigns to reach specific communities and groups of people. Engagement strategies and tools will include a wide range of communication methods and the creation of an engagement toolkit. Broad outreach and engagement tools are needed to be comprehensive and to improve access to participation for all community members.

Communication Methods:

Communication and engagement tools the project team will utilize are identified in  Figure 2. SEC will build an engagement toolkit with flyers, infographics, templates, and other relevant materials for the SE-RPO to utilize.

Figure 2. Outreach & Engagement Tools		
Communication Methods	Types of Outreach	Engagement Tools
 Events	In-person or virtual events hosted/initiated by SEC, DOT&PF & other partners.	• Flyers • Presentation/slide deck • Social media posts • Newsletter update / press release template • Elevator speech • Public Input • Radio/Podcast • Virtual meeting platforms
	In-person or virtual community events where project team can formally or informally engage the public, such as EDD annual events and meetings.	
	Public comment periods: allowing individuals and organizations to formally comment on planning documents in-person & online	
	Advisory Committee meetings	• Presentation/ slide deck • Reports and verbal updates • Virtual meeting platforms
	Workshops, focus groups, and listening sessions geared towards specific issues and projects	• Flyers • Presentation/slide deck • Elevator speech • Virtual meeting platforms
 Print	Local newspapers, magazines, and mail-outs	• Newsletter update, press release templates. • Flyers
 Digital	Dedicated RPO Project site and websites of SEC, DOT&PF and other community organizations.	• Public Input • Public notices and press releases • Infographics • Flyers • Organization update posts/page
	Newsletters and email distribution lists of municipalities, community organizations, businesses, and other stakeholders.	• Newsletter update / press release template • Email templates
	SEC & DOT&PF Social media accounts	• Social media posts (Facebook) • Blog posts
	Public engagement software	• Public comments • Surveys • Email campaigns
 Place-based	Community and public bulletin boards	• Flyers
	Education & workforce development offices	• Flyers • Infographics • Scholarship applications
Other	Informal, day-to-day conversations	• Elevator speeches • Flyers
	Pop-up outreach	• Elevator speeches • Flyers • Infographics
	Radio/Podcast	• Project updates and interviews

PublicInput:

SE-RPO will utilize the PublicInput utilized by Alaska DOT&PF to help solicit public feedback, host meeting information, run email campaigns, offer surveys and post materials as applicable. SEC staff will help maintain this software as part of their administrative support for SE-RPO.

Public Notification Procedures

SE-RPO uses clear, timely, and accessible communication methods to notify the public about opportunities to participate in transportation planning and program development. When public involvement is required or appropriate, SE-RPO will release public notices and open comment periods in accordance with applicable laws and regulations. During formal public comment periods, comments may be submitted through methods identified in the public notice, which may include email, written correspondence, online comments, and oral or written comments at public meetings. At a minimum, SE-RPO will adhere to the following public notification procedures:

- Publish public meetings at least 24 hours in advance
- Provide a minimum of seven-day public comment period and longer as appropriate
- Provide direct notification to those who have opted in with the SEC Transportation Committee
- Clearly state how to request accommodation for meetings and materials

SE-RPO may also help in the public notification process for statewide transportation planning efforts, including assisting with the Alaska DOT&PF's Non-metropolitan Local Official Cooperation Process (NMLOCP) for the Statewide Transportation Improvement Program (STIP) and Statewide Long-Range Transportation Plan (LRTP), in addition to other statewide planning efforts as needed.

Outreach & Messaging:

Key messaging and outreach methods for communities and stakeholders are aimed at fostering public awareness, understanding, and support for transportation projects and will be tailored based on each specific project's needs. Templates for public notices, surveys, and other materials may be developed in the future to streamline the public involvement process.

Project Schedule:

While all opportunities for SE-RPO involvement are difficult to determine, SEC anticipates, at a minimum, the SE-RPO will be involved in providing input and feedback for regional and statewide transportation planning efforts. For SE-RPO Planning Projects, a public involvement schedule will be published to foster public involvement and solicit feedback.

Meeting Schedule:

A schedule should be published annually for the upcoming year by no later than January 30th and posted to the SE-RPO website. All meetings shall comply with the State of Alaska Open Meetings Act (AS 44.62.310-.312). Advisory Board meetings will occur at least once per quarter. An annual meeting will be held in conjunction with the SEC Annual Meeting, typically in September of each year.

Subcommittees & Task Forces:

The SE-RPO has the authority to form subcommittees or task forces to help facilitate programs and public engagement. These groups may meet on a different schedule or exist for shorter periods of time to support specific planning efforts. Subcommittees will comply with open meeting requirements as applicable.

Planning & Community Support:

Transportation Planning Efforts:

The SE-RPO is responsible for compiling regional and community transportation plans, a needs and issues list for consideration in statewide planning processes, including the State Needs List, 10-Year Plan, and STIP development led by DOT&PF. Additionally, the SE-RPO will provide feedback and help represent regional needs in broader state transportation planning efforts. Below is a list of known transportation planning efforts across the state in which the SE-RPO will be involved and provide feedback on, including working with communities to solicit feedback.

Figure 3. Transportation Planning*	
Document	Date
Southeast Alaska Regional Transportation Plan	Fall 2026
Alaska Long Range Transportation Plan	Fall 2026
Alaska Marine Highway Long Range Plan	Updates every 5 years
Alaska Marine Highway Short Term Plan	Fall 2026
Statewide Transportation Program (STIP)	Fall 2026
Statewide Waterways and Freight Plan	Spring 2027
Alaska Aviation System Plan	TBD
Alaska Statewide Active Transportation Plan	TBD
Tribal Transportation Plans	As requested
Community Improvement Plans or Comprehensive Plans	As requested

**Dates subject to change and list may not be all inclusive*

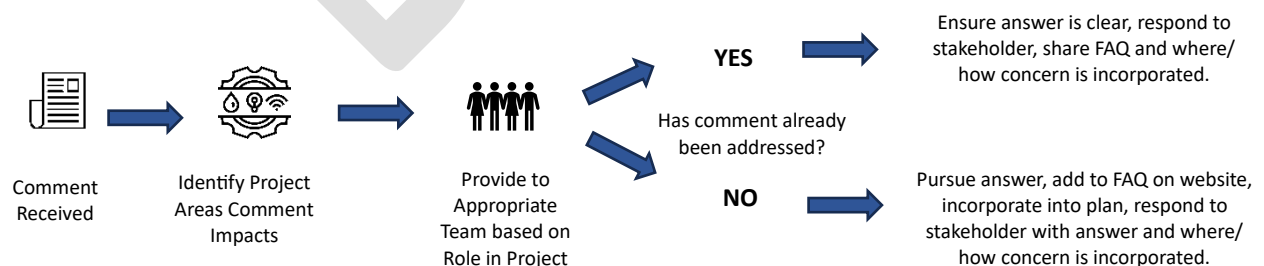
Technical Assistance:

The SE-RPO will make known opportunities to utilize the RPO and SEC staff for technical assistance and grant support, ensuring regional communities have

Incorporating Feedback & Evaluation:

It is important that communities and stakeholders feel their voices are not just heard but valued. For this reason, the SE-RPO will work with SEC and DOT&PF to ensure feedback is being incorporated into the planning process and report how suggestions were integrated into the process to communities. Comments will be reviewed and integrated through the process in figure 4.

Figure 4: Comment Review and Incorporation



SEC will also review engagement metrics to confirm the outreach process is comprehensive. If certain communities and groups are found to be left out of outreach initiatives, more targeted campaigns will be utilized.

FFY27 Southeast Alaska Regional Planning Organization (SE-RPO)

FHWA-Compliant Regional Planning Work Program (RWP)

Purpose and Compliance Statement

This Regional Planning Work Program (RWP) defines the federally eligible transportation planning, coordination, and public involvement activities to be undertaken by the Southeast Alaska Regional Planning Organization (SE-RPO) during Federal Fiscal Year (FFY) 2027 (October 1, 2026 – September 30, 2027).

All tasks contained in this RWP are: Consistent with 23 U.S.C. §134 and §135 transportation planning requirements; Eligible for FHWA State Planning and Research (SPR) / PL funds; Advisory, planning focused, and non-implementation in nature; and Coordinated with the Alaska Department of Transportation & Public Facilities (DOT&PF) to avoid duplication.

SE-RPO activities are intended to support and assist DOT&PF-led planning efforts and do not include project delivery, maintenance, operations, or grant application preparation.

Compensation for services by the SE-RPO is based on the budgeted hours and fixed hourly rates as defined in budgeted hours table for each activity in the RWP.

Total budget not to exceed \$50,000

Activity 1. Transportation Planning

Function Budget: Transportation Planning

Budgeted Hours (Estimated): 142

Task 1.1 Transportation Planning Coordination

Assist DOT&PF in the development and implementation of statewide and regional long-range transportation planning efforts that are applicable to Southeast Alaska. Coordinate transportation planning activities with relevant partners to support integrated and efficient planning.

Subtask 1.1.1 Participate in coordination meetings and provide regional input to transportation planning activities, including the Statewide Long-Range Transportation Plan and other applicable statewide or regional plans.

Subtask 1.1.2 Coordinate with communities, Tribes, DOT&PF, and partner agencies to identify emerging transportation issues and trends relevant to regional planning. Ensure regional transportation needs are clearly communicated during state planning and programming cycles.

Subtask 1.1.3 Engage with other regional planning organizations, local governments, tribes, state agencies, and DOT&PF planning initiatives to promote coordination and avoid duplication of effort.

Subtask 1.1.4 Review transportation plans and studies as requested by DOT&PF and provide advisory comments related to regional transportation planning considerations.

Deliverables/Milestones

- Develop task list for FFY27 of current plans needing updates
- Develop board subcommittees for appropriate transportation areas to enhance coordination
- Review documents

Task 1.2 Identification of Regional Transportation Needs

Support the identification and documentation of current and future transportation needs in Southeast Alaska.

Subtask 1.2.1 Compile regional and community transportation plans, needs and issues list for consideration in statewide planning processes, including the State Needs List, 10-Year Plan, and STIP development led by DOT&PF.

Subtask 1.2.2 Assist in identifying regional goals, objectives, and strategies consistent with adopted statewide transportation planning priorities.

Subtask 1.2.3 Facilitate regional or community discussions to identify transportation needs and priorities for advisory input into DOT&PF planning processes.

Deliverables /Milestones:

- STIP and Major STIP Amendment Comments affecting the SE-RPO Project Location
- Initiation of regional and community transportation needs and issues list
- Alignment of regional transportation lists to plans
- Buildout of SE regional and community comprehensive and transportation plans in DOT&PF Plans Library

Activity 2. Technical Assistance and Planning Support

Function Budget: Technical Assistance

Budgeted Hours (Estimated): 98

Task 2.1 Planning-Oriented Technical Assistance

Provide planning-level technical assistance to communities and stakeholders consistent with adopted transportation plans.

Subtask 2.1.1 Monitor federal and state transportation legislation, regulations, and research and share relevant planning-related information with SE-RPO members.

Subtask 2.1.2 Assist communities in evaluating whether locally identified transportation needs are consistent with applicable local, regional, Tribal, and statewide transportation plans.

Subtask 2.1.3 Transportation data collection and planning analysis complementing or using the state's data to assist informed community planning for effective and successful projects.

Subtask 2.1.4 Work with communities to conduct research, data collection and planning development for community transportation projects.

Deliverables/Milestones

- Newsletters, announcements or press releases
- Begin Buildout of Data Hub source page on website

Task 2.2 Advisory Communications

Subtask 2.2.1 Prepare advisory letters of support or concern regarding transportation planning issues when requested and consistent with regional transportation goals.

Deliverables/Milestones

- Formal written advisory letters
 - Summary memo documenting the RPO's position
 - Maintain tracking log of advisory letter requests and actions taken
-

Activity 3. Public Participation, Outreach, and Communication

Function Budget: Public Involvement

Budgeted Hours (Estimated): 109

Task 3.1 Public Participation Planning

Plan public involvement activities in concert with approved transportation planning activities.

Subtask 3.1.1 Utilize the SE-RPO Public Involvement Plan (PIP) framework for technical assistance and planning support and coordinate with DOT&PF on State and Federal public participation requirements.

Subtask 3.1.2 Maintain the planning-focused SE-RPO website, including current meeting information (meeting locations, agendas, etc.), planning documents, and public notices consistent with the PIP.

Subtask 3.1.3 Maintain and update a planning-focused SE-RPO website.

Deliverables/Milestones

- Annual review of the Public Involvement Plan
- RPO Website on Public Input

Task 3.2 Ongoing Communication

Subtask 3.2.1 Facilitate regular communication between DOT&PF, communities, Tribes, and planning partners regarding transportation planning activities and schedules.

Subtask 3.2.2 Coordinate with local and Tribal governments, including non-metropolitan local officials and participate in national, statewide and regional forums, including meetings and symposia, to support regional transportation planning activities.

Subtask 3.2.3 Meeting with communities, Tribes and transportation stakeholders to promote the RPO designation and further coordinating transportation needs for Southeast Alaska.

Deliverables/Milestones

- Bi-Annual communication and engagement activities report (pre-PIP).
 - Provide meeting summaries documenting key issues, priorities, actions, and coordination outcomes, including relevant input to support DOT&PF planning documents.
-

Activity 4. Program Management and Reporting

Function Budget: Program Management

Budgeted Hours (Estimated): 145

Task 4.1 RWP Management and Reporting

Manage the SE-RPO planning program in accordance with DOT&PF agreements and federal requirements.

Subtask 4.1.1 Prepare and submit monthly activity summaries to DOT&PF documenting progress toward RWP tasks.

Subtask 4.1.2 Track and manage eligible planning expenditures consistent with the approved budget and 2 CFR 200 requirements.

Subtask 4.1.3 Submit required performance and expenditure reports to DOT&PF in accordance with subaward requirements.

Subtask 4.1.4 Submit RWP annually prior to September 1 for review and approval by September 30, 2027.

Subtask 4.1.5 Develop Annual RWP for FFY28.

Deliverables/Milestones

- Monthly Project Progress Reports
- Monthly Financial Reports
- Develop annual RWP and budget for FFY28

Task 4.2 RPO Establishment

Subtask 4.2.1 Work to establish a Transportation Prioritization process (intake, consideration, scoring and priority setting) in alignment with State prioritization processes for consideration in inclusion in STIP on other regional or statewide planning projects.

Subtask 4.2.2 Work with DOT&PF and the SE-RPO to abide by the adopted RPO Operating Agreement and other necessary RPO documents.

Deliverables/Milestones

- SE-RPO Prioritization review worksheet

Task 4.3 Governance Support and Planning Activities

Subtask 4.3.1 Support advisory board functions necessary to carry out SE-RPO transportation planning responsibilities, consistent with adopted bylaws and DOT&PF guidance.

Deliverables/Milestones

- Meeting Minutes
 - Meeting packets
-

Activity 5. Special Studies and Additional Planning Activities

As requested by DOT&PF and/or SE-RPO and subject to funding availability, SE-RPO may undertake additional planning, special studies, or activities through RWP amendments. All such activities will be reviewed for federal eligibility prior to initiation and approved by DOT&PF.

FHWA Eligibility Statement

No activities in this RWP include project delivery, maintenance, operations, aviation-only planning, economic development programming, or grant application preparation. All tasks are advisory and planning-focused in nature and are eligible for FHWA transportation planning funds, subject to DOT&PF concurrence.

RWP Signature Page

The undersigned agree to the terms of this Regional Planning Work Program (RWP):

SUBRECIPIENT, SOUTHEAST CONFERENCE

Dated: _____

By: _____

Robert Venables, Executive Director

STATE OF ALASKA, DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

Dated: _____

By: _____

Judy Chapman, Deputy Director, Statewide Planning