

**RICHMOND REGIONAL
TRANSPORTATION PLANNING ORGANIZATION**

**MINUTES OF MEETING
October 4, 2018**

MEMBERS PRESENT

Patricia S. O'Bannon, **Chairman**..... Henrico County
John Hodges, **Vice Chairman**..... Town of Ashland
Manuel Alvarez, Jr..... Goochland County
Joi Taylor Dean..... RMTA
Jennifer B. DeBruhl DRPT
Steve A. Elswick..... Chesterfield County
Kimberly B. Gray..... City of Richmond
James M. Holland Chesterfield County
Angela Kelly-Wiecek..... Hanover County
John Lumpkins, Jr. Goochland County
Cynthia I. Newbille City of Richmond
Patricia A. Paige..... New Kent County
W. Canova Peterson, IV..... Hanover County
Mark Riblett (Alternate) Secretary of Transportation Designee
Herbert A. Richwine (Alternate) (Nonvoting)..... CTAC
Ivan Rucker (Nonvoting) FHWA
Frank J. Thornton..... Henrico County
Von S. Tisdale (Nonvoting) RideFinders
David T. Williams..... Powhatan County
Garland W. Williams (Alternate)..... GRTC Transit System
Christopher Winslow Chesterfield County

MEMBERS ABSENT

Andreas D. Addison..... City of Richmond
Parker C. Agelasto City of Richmond
Cliff Burnette (Nonvoting) VDA
Charles H. Carter (Nonvoting)..... CTAC
Melissa McGill (Nonvoting)..... FTA
William E. Melton Powhatan County
Floyd H. Miles, Sr..... Charles City County
John B. Rutledge..... CRAC
Barton A. Thrasher..... Secretary of Transportation Designee
C. Thomas Tiller, Jr. New Kent County

ALTERNATE MEMBERS PRESENT, NOT VOTING

Tiffany T. Dubinsky (Alternate)..... DRPT

CALL TO ORDER

Richmond Regional Transportation Planning Organization (RRTPO) Chairman Patricia S. O'Bannon called the October 4, 2018 RRTPO meeting to order at 9:40 a.m. in the Richmond Regional Planning District Commission board room.

CERTIFICATION OF MEETING QUORUM

RRTPO Program Assistant Sharon Robeson reported that a quorum was present.

PLEDGE OF ALLEGIANCE

At the request of Chairman O'Bannon, John H. Hodges, RRTPO Vice Chairman, led the RRTPO in the Pledge of Allegiance to the flag.

INTRODUCTIONS

Chairman O'Bannon welcomed John H. Hodges, new RRTPO member representing the Town of Ashland. Manuel Alvarez, Jr. introduced new Goochland County RRTPO member John L. Lumpkins and Chairman O'Bannon welcomed him to RRTPO service.

I. ADMINISTRATION

A. Approval of RRTPO Agenda

Chairman O'Bannon called for changes to the agenda and there were none. On motion of Christopher Winslow, seconded by Manuel Alvarez, Jr., the October 4 RRTPO meeting agenda was approved as presented.

B. Approval of September 6, 2018 RRTPO Meeting Minutes

Chairman O'Bannon called for changes to the minutes and there were none. On motion of W. Canova Peterson, IV, seconded by Steve A. Elswick, the RRTPO unanimously approved the minutes of the September 6, 2018 RRTPO meeting minutes as presented.

C. Open Public Comment Period

Sid, del Cardayre, president of Van Go Inc., of Richmond, stated that Van Go, Inc. is the largest provider of non-emergency medical transport (NEMT) services in the area and he enumerated other contracts and credentials for Van Go services and recognitions. Mr. del Cardayre noted that he served as the private for-profit transportation services provider member on the RRTPO Elderly and Disability Advisory Committee (EDAC) for about 10 years. He said he understands and agrees with the merger of EDAC and CTAC but does not understand staff's decision not to include a private sector transportation provider as a member of CTAC. Mr. del Cardayre said the EDAC agencies recommended for CTAC membership know about the needs of the transportation disadvantaged population; however, he emphasized that the private providers are experts on transportation issues and know about logistics, methods, safety procedures, and costs and delivery of transportation services. He urged the RRTPO to consider how the recommendations were selected for which EDAC member organizations to serve on CTAC. He expressed concern that the RRTPO have all the necessary information regarding paratransit service delivery they would need to consider an issue. Chairman O'Bannon thanked Mr. del Cardayre and noted that the RRTPO is considering this item today. Canova Peterson commented that it would not be necessary to be a member in order to act in an advisory capacity.

D. RRTPO Chairman's Report

Pat O'Bannon, RRTPO Chairman, reported on the following items.

1. **Transportation Forum** – The sixth annual regional transportation forum will be held on Thursday, November 29, at the Libbie Mill Library. The agenda is being developed around technology in transportation.
2. **Recruitment for Director of Transportation** – The RRTPO Executive Committee discussed this matter. Martha Shickle reported that interviews are being scheduled for Thursday, November 1. Mrs. O'Bannon and Mrs. Paige will represent the Executive Committee; Mark Riblett will be available to participate; TAC representation will be requested; and CAO's from a large and small jurisdiction will be recruited in addition to representation from the Human Resources Roundtable. Thirty-nine applications have been received with 10 applicants completing all

requirements of the application packet; seven have relevant education and experience. This list will be pared down as applicants are selected for interview.

3. Chairman O'Bannon noted the distributed list of frequently used acronyms.
4. Dan Lysy, former RRPDC Director of Transportation and RRTPO Secretary, was recognized. Mr. Lysy is temporarily working as part-time RRPDC staff.

E. Interim RRTPO Secretary's Report

Martha Shickle, Interim RRTPO Secretary, reported on the following items:

1. Air Quality Conformity Report Review Update – The final package was submitted to the Federal Highway Administration. Findings indicate the region is within the required limits and; no additional public comments were received.
2. RRTPO August Work Status and Financial Reports – The total expenditures to date on the financial report are tracking about 11 percent and Ms. Shickle noted that they are keeping an eye on that and hiring the new RRTPO Secretary will help with that slightly lower figure.

II. NEW BUSINESS

A. Transportation Performance Measures: Progress Report 2018 Update

Liz McAdory, Transportation Planning Team Coordinator, provided background on this annual report which is required by the Virginia General Assembly. Federal Highway also requires performance-based planning and this report helps assess which planning efforts are working and which need additional work. The report builds on past reports and reflects performance for fiscal year 2017. Phil Riggan, RRTPO Planner, reviewed the report noting areas of improved performance such as freight mobility and multimodal connectivity and access to employment, and a decrease in performance for safety and security noting that bicycle accidents and fatalities have increased. Mr. Riggan noted the links in the staff report where the document may be found online.

B. Consideration of CTAC Membership

Liz McAdory, Transportation Planning Team Coordinator, reviewed the June 28, 2018 MPO Bylaws change which reincorporated the RRTPO Elderly and Disability Advisory Committee (EDAC) into the RRTPO Community Transportation Advisory Committee (CTAC). [Staff note: EDAC was formed prior to 1980 as a result of concerns consistently brought to CTAC regarding transportation issues for the region's elderly population and individuals with disabilities.] EDAC and CTAC member organizations were reviewed by category, regional footprint, participation and other criteria. Staff recommendations were brought to the RRTPO in September regarding EDAC organizations to be invited to CTAC membership. There was discussion of Mr. del Cardayre's comments at the beginning of the meeting regarding inclusion of a private sector transportation provider as a CTAC member. Concern was expressed regarding the size of CTAC membership and about there being an equal number of jurisdictional and at-large membership slots. There were questions about whether other MPOs have citizen input advisory committees and how their membership is determined. Action on this matter was deferred and will be discussed with CTAC for their input before being brought back to the RRTPO. Chairman O'Bannon noted an upcoming webinar on how to increase public participation saying it might be valuable.

C. GRTC CARE On-Demand

Timothy Barham, GRTC Chief of Transit Operations, provided an overview of the GRTC Transit System CARE On-Demand Service. Garland Williams, GRTC Transit System Director of Planning and Scheduling, provided a presentation on GRTC

Specialized Transportation (SpecTran), which provides paratransit service for the elderly and people with disabilities through CARE, CARE Plus and CVAN in the City of Richmond and Henrico County. Steady growth in CARE ridership created operational challenges, increased costs and resource constraints. A pilot program was created using two providers, UZURV and RoundTrip, allowing flexibility in meeting CARE customer mobility needs. CARE On-Demand is an optional program that enables CARE customers to utilize same-day, direct non-stop trips within the CARE service area; trips are scheduled through a call center at least two hours in advance. Service includes curb-to-curb and door-to-door and allows a personal care assistant, a guest, or a service animal, space permitting, at no extra cost. Extended hours are available. The customer pays the initial \$6.00; GRTC pays the next \$15.00; the customer pays anything over that amount. Trip cost is determined by mileage and may be subject to peak demand. Since its inception in August 2017, CARE On-Demand ridership increased from 500 trips to over 1,800 trips in June 2018. CARE trips have decreased over that time period. GRTC continues to monitor the pilot program and is looking at extension of contracts. Mr. Williams responded to numerous RRTPO questions with the following major points brought forward:

- CARE On-Demand only operates in jurisdictions where there is fixed route service.
- GRTC has a Travel Trainer, provided for by Federal Transit Administration Section 5310 funds, who will assist new riders in understanding how to use the service.
- Density is a key factor for successful transit service.
- The CARE On-Demand service brings a level of dignity to riders who would otherwise have long waits on a CARE vehicle who may have special bathroom issues or medical concerns.

III. AGENCY AND COMMITTEE REPORTS

A. Transportation Agency Updates

1. VDOT – Mark Riblett, alternate designee for the Virginia Secretary of Transportation, reported as follows:

- Commonwealth Transportation Board (CTB) Meetings Update:
 - The Asset Condition and System Performance Targets were passed at the September meeting as an interim version with more discussion and tweaking to come.
- The next CTB meeting will be held in on October 29 and 30 in Norfolk in conjunction with the Governor’s Transportation Conference.
- SMART SCALE Round 3:
 - The application period closed in August and they are in the process of screening and validating applications are underway with the scoring process to follow. Announcement of scores is targeted for January.
- The fall transportation meeting will be held in Chester at the Homewood Suites on November 15.

2. DRPT – Jennifer DeBruhl, DRPT Chief of Public Transportation, reported on the following:

- Transit Reforms:
 - DRPT is completely redoing their transit program for capital, operating and planning. Documents and policies for capital and planning are out for public comment and will be before the CTB for action on October 30.

- DRPT will then start a series of statewide workshops covering every aspect of their program. Because changes are so significant, there will be targeted workshops.

B. Community Transportation Advisory Committee (CTAC) Meeting Report

The CTAC Chairman was not present and Chairman O'Bannon noted the meeting report included under agenda tab 5.

IV. OTHER BUSINESS

A. Future Meeting Topics

Chairman O'Bannon noted the future meeting topics included in tab six of the agenda package. She said this is also an opportunity for open discussion of possible future topics.

B. Next Meeting: December 6 (Nov. 1 meeting cancelled; Nov. 29 Forum)

Chairman O'Bannon announced that the next RRTPO meeting is scheduled for Thursday, October 4, 2018. She reminded members of the Sixth Annual Richmond Region Transportation Forum being held November 29 at the Libbie Mill Library and encouraged attendance.

V. ADJOURNMENT

Chairman O'Bannon adjourned the meeting at 10:55 a.m.

MS/sr