

**CENTRAL VIRGINIA TRANSPORTATION AUTHORITY
TECHNICAL ADVISORY COMMITTEE (TAC)**

**MEETING SUMMARY
Zoom Meeting
September 13, 2021**

Members and Alternates Present:

Town of Ashland		Charles City County		Chesterfield County	
Nora Amos	X	Rhonda Russell	X	Barbara K. Smith	X
				Chessa D. Walker (A)	X
Goochland County		Hanover County		Henrico County	
Michael Campbell	X	Joseph E. Vidunas	X	Todd Eure, FY22 Chair	X
Thomas M. Coleman (A)	X	J. Michael Flagg (A)	X	Sharon Smidler (A)	
New Kent County		Powhatan County		City of Richmond	
Justin M. Stauder	X	Bret Schardein		Dironna Moore Clarke FY22 Vice Chair	X
Kelli Le Duc (A)		Vacant (A)		Travis A. Bridewell (A)	
VDRPT*		VDOT*		Virginia Port Authority	
Jennifer B. DeBruhl		R. Shane Mann	X	Barbara Nelson	X
Tiffany T. Dubinsky (A)	X	Mark Riblett (A)	X		
GRTC Transit System*					
Adrienne Torres		RMTA*		PlanRVA/RRTPO*	
Emily E. DelRoss (A)	X	Joi Taylor Dean		Chet Parsons	X

*Non-voting members

The technology used for this meeting was a web-hosted service created by Zoom and YouTube Live Streaming and was open and accessible for participation by members of the public. Voting record tables are included in Appendix A. A recording of this meeting is available on the [Plan RVA YouTube Channel](#).

CALL TO ORDER, WELCOME AND INTRODUCTIONS

The Central Virginia Transportation Authority (CVTA) Technical Advisory Committee (TAC) Chair, Mr. Todd Eure, presided and called the September 13, 2021, CVTA Technical Advisory Committee (TAC) regular meeting to order at 1:00 p.m. Chair Eure welcomed everyone participating via Zoom.

ROLL CALL & CERTIFICATION OF A QUORUM

Janice Firestone, Transportation Program Coordinator, took attendance by roll call and certified that a quorum was present.

1. Consideration of Amendments to the Action Meeting Agenda

There were no requested changes to the meeting agenda. Seeing and hearing no objections the September 13, 2021, agenda was approved by acclamation as presented .

2. Approval of August 9, 2021, CVTA TAC Action Meeting Minutes

There were no comments or corrections to the meeting minutes.

On motion of Dironna Moore Clarke, seconded by Michael Campbell, the CVTA TAC unanimously approved the minutes of the August 9, 2021, action meeting by acclamation as presented (voice vote).

3. Open Public Comment Period

There were no requests to address the CVTA Technical Advisory Committee.

4. CVTA Technical Advisory Committee Chairman's Report

There was no report from the Chairman.

5. CVTA TAC Staff Update

a. Personnel Committee Update

Chet Parsons, Director of Transportation, reported that the Personnel Committee met in late August. They will meet again on September 21, 2021. The HR Roundtable is working on a presentation that is expected to be given to the CVTA at the September 24, 2021, meeting.

b. Finance Committee Update

The Finance Committee met on September 8, 2021, and is bringing an Investment Policy forward as well as a recommendation of an adjustment to the final invoice transit governance reporting.

6. Regional Project Prioritization Update

a. Draft CVTA Regional Project Selection and Allocation Framework

Chessa Walker, Chesterfield County, gave a presentation on the progress of the project selection and allocation framework. Ms. Walker reviewed and explained each of the five comments and asked for feedback from the committee members. A copy of the presentation can be found at [CVTA Regional Project Selection and Allocation Framework](#).

There was discussion about a number of items presented:

- The consideration that a project may be multi-jurisdictional but a locality would have to use one of it's applications for a project that is for multiple jurisdictions.
- The possibility of using a different grading system for the smaller/rural localities than that used for the larger/urban locality.
- Possibilities that could be explored for exceptions or special circumstances for projects in rural localities, possibly population thresholds. The members discussed possible exceptions (such as reduction of the ADT) for projects that are deemed to have regional value, such as tourism, safety or economic development. Committee members discussed making this matter an annual review item.

On motion of Barbara K. Smith, seconded by Dironna Moore Clarke, the CVTA TAC unanimously approved recommending adoption of the Regional Project

Selection and Allocation Framework to the Authority by acclamation as presented (voice vote).

RESOLVED, that the Central Virginia Transportation Authority (CVTA) Technical Advisory Committee recommends adoption of the Regional Project Selection and Allocation Framework.

7. CVTA / Member Memorandum of Agreements

Mr. Parsons requested that each jurisdiction follow up with legal council to ensure the MOA's have been completed for their respective locality/entity.

8. CVTA TAC Member Comments

No comments were offered.

9. Next CVTA Technical Advisory Committee Meeting

Chairman Eure noted the next regular meeting of the CVTA TAC will be held on October 12, 2021, beginning at 1:00 p.m. in Richmond, Virginia.

10. Adjournment

Chairman Eure adjourned the meeting at 2:48 p.m.

CAP/jf