

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION  
COMMUNITY TRANSPORTATION ADVISORY COMMITTEE (CTAC)**

**Minutes of Meeting – July 18, 2024, 12:00 p.m.  
PlanRVA James River Boardroom,  
424 Hull Street, Suite 300, Richmond, VA 23224 and via Zoom**

**MEMBERS and ALTERNATES (A) PRESENT (X), VIRTUAL (V):**

<b>Town of Ashland</b>		<b>Charles City County</b>		<b>Chesterfield County</b>	
Upton S. Martin	X	Vacant		Philip Plymale	X
Don Root (A)	X	<b>Hanover County</b>		Herbert A. Richwine (A)	X
<b>Goochland County</b>		H. Charles Rasnick		<b>Henrico County</b>	
Robert L. Basham Jr.	V	<b>Powhatan County</b>		Gordon Dixon	X
Austin Goynes (A)		Vacant		Michael Wiebe	
<b>New Kent County</b>		<b>Chamber RVA</b>		<b>City of Richmond</b>	
Lisa M. Guthrie		John Easter		Andrew Bunn	X
<b>League of Women Voters</b>		<b>NAACP, Richmond Branch</b>		Sera Erickson, <b>Chair</b>	X
Sarah Weisiger	X	Walter Johnson		Shelley Allmond (A)	
Karen Rosenblum (A)		Charles Willis (A)		Clinton Smith (A)	
<b>Richmond Equitable Transit and Mobility</b>		<b>RVA Rapid Transit</b>		<b>RIC Area Bicycling Assoc.</b>	
Kelli N. Rowan		Faith Walker		Champe M. Burnley	X
Ernest, Moore, Jr. (A)		Stephanie Power (A)	X	John Hamilton	
<b>VA Conservation Network (VCN)</b>		<b>Virginians for High Speed Rail</b>		<b>Senior Connections</b>	
Wyatt Gordon		Michael Testerman	X	Tony Williams	X
Victoria Higgins (A)		<b>Virginia Commonwealth University (VCU)</b>			
		John D. Leonard			

*The technology used for the RRTPO CTAC 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. A recording of this meeting is available on our [Plan RVA YouTube Channel](#).*

**CALL TO ORDER**

The Richmond Regional Transportation Planning Organization (RRTPO) Community Transportation Advisory Committee Chair, Sera Erickson, presided and called the RRTPO CTAC meeting to order at 12:03 p.m.

**WELCOME AND INTRODUCTIONS**

Chair Erickson welcomed all attendees.

**ROLL CALL & CERTIFICATION OF A QUORUM**

Janice Scott, PlanRVA, certified that a quorum was present.

## A. ADMINISTRATION

### 1. Approval of the May 16, 2024, CTAC Meeting Minutes

On motion by Upton Martin, seconded by Andrew Bunn, the members of the Community Transportation Advisory Committee voted unanimously to approve the meeting minutes as presented.

### 2. Consideration of Amendments to the Agenda

There were no requested amendments to the agenda.

### 3. Open Public Comment

There were no members of the public present wishing to offer public comment.

### 4. CTAC Chair's Report

Chair Erickson did not have a formal report.

## B. NEW BUSINESS

### 1. Focus on Regional Transportation: GRTC Microtransit Program

Ken Lantz, PlanRVA, explained that there are five new microtransit programs operating in the area. Patricia Robinson with GRTC gave a presentation on the program. She reported on usage and ridership statistics and shared GRTC's plans for planned future microtransit endeavors.

### 2. FY25 Work Program Priorities for Public Input

#### a. 2050 Long-Range Transportation Plan and Naming

#### b. Regional Safety Work Group

#### c. Title VI Review

Myles Busching, PlanRVA gave an overview of the work program and planning priorities.

- Completing federal certification recommendations
- Making progress on federal planning emphasis areas
- Continuing CVTA, BRT, & Fall Line support, public engagement efforts
- FY25 emphasis areas:
  - **Renewed Safety Focus** – update and implement Safety Plan; reestablish Vision Zero/Regional Safety work group; define regional role in safety
  - **2050 Long-Range Transportation Plan** – next LRTP development; building on scenario planning and 2045 plan
  - **Rural Public Transportation** – identifying opportunities to provide or enhance public transportation service(s) in rural localities integrate with GRTC service

He reviewed the public outreach and engagement planned deliverables:

- General engagement and outreach
- Update Title VI plan
- Publish Annual Public Engagement report
- Support for Green Infrastructure Plan update
- Support for economic development, housing work

He reported that the plan is to bring each stage of the LRTP public engagement strategy back to the CTAC for input and participation.

Holly Gordon, PlanRVA, shared information on a survey aimed at identifying a name for the LRTP. Committee members were invited to take the survey.

### **3. Engagement Planning & Coordination**

#### **a. Community Outreach Report Back**

Ms. Gordon opened a discussion about the recent community outreach assignments. Committee members shared their experiences and discussed possible groups/organizations they might attempt to reach out to in the future.

#### **b. Committee Membership**

Ms. Gordon reported that there are currently two at-large organization membership openings. The RRTPO Policy Board would need to approve any suggested new organizational appointments

#### **c. Next Steps**

Staff will prepare a summary/description of the criteria or basis for the at-large positions and bring that to the committee so that members can work to identify potential new organizations for inclusion on CTAC.

### **4. CTAC Governance**

#### **a. Leadership Succession**

Martha Shickle, PlanRVA, reported on recent RRTPO action to appoint her as Executive Director of the RRTPO.

She reported that normally CTAC would elect new leadership at the July meeting. The bylaws and guidance documents prescribe a locality rotation for Chair and Vice Chair. Because the member positions for those localities are currently vacant, the Policy Board can appoint the committee leadership. She asked for feedback on the idea of Chair Erickson continuing to serve as Chair until other interested parties can be identified and suggested to the Policy Board. There was a consensus to have Sera Erickson continue as Chair.

#### **b. CTAC Transportation Equity Work Group**

Ms. Shickle explained that the bylaws state the CTAC will be supported by a subcommittee known as the CTAC Transportation Equity Work Group. She explained the purpose and parameters of the group, and indicated this is an opportunity to have a group formed to explore issues around equity for the transportation disadvantaged. She noted that the work group's membership could include participants from organizations outside the current CTAC membership. She asked for members to share their thoughts over the next two months and noted it will be on the next agenda for discussion.

### **C. OTHER BUSINESS**

#### **1. Agency Updates – PlanRVA, CVTA and RRTPO**

Ms. Shickle reported on a planned tour of the Port of Virginia facilities scheduled for October 3, 2024. CTAC members will be invited along with Policy Board, CVTA, PlanRVA Commission and the RRTPO TAC members. She noted that more information will be sent out once the details are finalized.

#### **a. [PlanRVA Newsletter: The Better Together Connector \(linked\)](#)**

This was an information item.

**2. CTAC Member Comments**

There were no member comments.

**3. Next Meeting:**

Ms. Shickle reported there is a conflict with the September 19<sup>th</sup> meeting date, and it will need to be rescheduled. A Doodle poll will be sent to members.

**D. ADJOURNMENT**

Chair Erickson adjourned the meeting at 2:03 p.m.