

CVTA Transit Governance Study and Evaluation

Project Kick-Off

February 19, 2021 3:00 PM

Attendees:

Consultant Team

- Peter Voorhees (AECOM)
- Stephanie Amoaning-Yankson (AECOM)
- Peter Joyce (AECOM)
- Rob Puentes (Eno)

RRTPO Public Transportation Work Group

- Chet Parsons (PlanRVA)
- John O'Keefe (RideFinders)
- Dironna Moore Clark (City of Richmond)
- Joe Vidunas (Hanover County)
- Lisa Guthrie (CTAC)
- Sharon Smidler (Henrico Public)
- Tiffany Dubinsky (DRPT)
- Barbara Smith (Chesterfield County)
- Adrienne Torres (GRTC)
- Ken Lance (PlanRVA)
- Nicole Mueller (PlanRVA)

[Meeting Link](#)

Meeting Summary:

- Chet Parsons, PlanRVA, called the meeting to order and took attendance. He opened the floor for discussion on necessary amendments to the current meeting agenda and the approval of the January 2021 meeting summary. No discussion was required.
- Stephanie Amoaning-Yankson introduced the consultant team including herself, Scott Baker, Peter Voorhees and Peter Joyce from AECOM and Rob Puentes from the Eno Center for Transportation.
- Dr. Amoaning-Yankson presented the project plan with the presentation attached to this transmittal.
- Pertaining to Task 1: Strategic Investments, Dr. Amoaning-Yankson noted that data from the previous five years may be requested by the consulting team from GRTC in order to effectively conduct the analysis.
- The outlined tasks and schedule presented in the slides were met with no pushback from the steering committee. Dr. Amoaning-Yankson and Mr. Parsons plan to finalize the schedule for biweekly status calls.
- Ms. Torres asked that the GRTC board also receive a presentation of findings during the Strategic Assessment and Dr. Amoaning-Yankson agreed to do so in addition to key tech memo deliveries.
- Dr. Amoaning-Yankson asked Mr. Parsons how he anticipated handling the internal review process from CVTA. Mr. Parsons intends to coordinate internally with his team to create a plan and timetable for CVTA TAC review. Mr. Parsons intends to serve as the single point of contact for review between the steering committee and the consulting team.

- Dr. Amoaning-Yankson asked the steering committee to highlight any key persons the consulting team should contact. Mr. Parsons named Ms. Torres (GRTC), Ms. Dubinsky (DRPT) and Mr. O’Keefe (RideFinders).
- Dr. Amoaning-Yankson opened the floor to ask steering committee members to voice hopes and expectations for this governance review.
 - o Mr. Vidunas (Hanover County) voiced the need for each objective to have clear, concise and direct responses.
 - o Mr. O’Keefe (RideFinders) wants to ensure TDM and vanpools are appropriately highlighted in the governance review.
 - o Ms. Moore (City of Richmond) asks that the study address how the various localities will interact with each other and with CVTA in its proposed governance structure.
 - o Ms. Guthrie (CTAC) and Ms. Moore ask that the study disentangle how funding should and will be sourced from various partners within the CVTA.
 - Related to funding, Ms. Moore also wants the study to highlight current and potential distributions of power and equity by CVTA across the various stakeholders within the agency.
- In response to a question by Dr. Amoaning-Yankson, Mr. Parsons explained the origin of the CVTA. It was designed to mirror Planning District 15 and allows all jurisdictions within the district to effectively fund all modes of transportation (transit, roadways, bike/ped).
- Ms. Moore explained that Chesterfield County, Henrico County, and the City of Richmond are currently in control of GRTC since it provides service within those jurisdictions. She asked that this study explain how the CVTA structure related to GRTC will impact that current distribution of power and what impact jurisdictions that do not receive GRTC service will have in decision-making.
- Dr. Amoaning-Yankson opened the floor to the consulting team to ask any questions.
 - o Mr. Baker asked for any written resources that illuminate the current funding and governance structures that the consulting team should study. Ms. Torres suggested the GRTC team as the best source for information.
 - o Mr. Puentes asked for any advice or suggestions from the steering committee on how to best ensure marginalized communities in the region are properly consulted. The committee will provide advocacy groups to consult.
- Dr. Amoaning-Yankson concluded the consulting team portion of the meeting.

Action Items:

Item	Person(s) Responsible
Finalize check-in call schedule	Mr. Parsons and Dr. Amoaning-Yankson
Review CVTA deliverable review process	Mr. Parsons, et al.
Provide consulting team proper advocacy organizations to contact.	Mr. Parsons
Provide consulting team necessary stakeholders to interview.	Mr. Parsons