



**CENTRAL VIRGINIA TRANSPORTATION AUTHORITY  
TRANSIT SERVICE GOVERNANCE SUBCOMMITTEE**

**MEETING SUMMARY  
Zoom Meeting  
June 4, 2021  
11:00 a.m.**

**MEMBERS PRESENT:**

<b>Charles City County</b>		<b>Chesterfield County</b>		<b>Hanover County</b>	
Rhonda Russell		Barbara K. Smith	x	Joseph Vidunas	x
<b>Henrico County</b>		<b>Powhatan County</b>		<b>City of Richmond</b>	
Todd Eure	x	Bret Schardein		Dironna Moore Clarke	x
<b>VDRPT*</b>		<b>Virginia Transit Association*</b>		<b>GRTC Transit System*</b>	
Jennifer B. DeBruhl		Lisa Guthrie	x	Adrienne Torres	x
Tiffany T. Dubinsky	x				
<b>PlanRVA/RRTPO*</b>					
Chet Parsons	x				

**Others Present:**

Stephanie Amoaning-Yankson, Transit Governance.....AECOM  
 Peter Voorhees, Project Manager.....AECOM  
 Nicole Mueller ..... PlanRVA

The CVTA Transit Service Governance Subcommittee meeting was held by electronic communication means as set forth by the April 22, 2020 actions of the General Assembly in response to the continued spread of novel coronavirus, or COVID-19. 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. A recording of this meeting is available at <http://youtube.com/c/PlanRVA>.

**CALL TO ORDER**

Chet Parsons, Richmond Regional Transportation Planning Organization (RRTPO) Director of Transportation, presided and called the June 4, 2021 CVTA Transit Service Governance Subcommittee meeting to order at 11:05 a.m. This group uses a decision-making process based on consensus and operates without a chair.

**1. Considerations of Amendments to the Agenda**

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

**2. Approval of May 21, 2021 Meeting Summary**

There were no comments or corrections to the May 21, 2021 meeting summary. The CVTA Transit Service Governance Subcommittee unanimously approved by acclamation the meeting summary as presented.

### **3. Public Comment Period**

There were no requests to address the subcommittee.

### **4. Transit Service Governance**

#### **a. Project Update**

A summary of the study activities was provided, and the findings of the research were reported.

#### **b. Draft Report**

\*\*A copy of the presentation provided by Stephanie Moaning-Yankson is available at: [Evaluation of the Governance Structure of Transit Service in the Richmond Region and the Establishment of a Transportation District](#)

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

After revisions to the draft document, the final report will go to the Authority on June 25, 2021 with a recommendation for approval.

\*\*A recording of the meeting can be viewed [here](#).

### **6. Next Transit Service Governance Subcommittee Meeting**

The subcommittee has completed its work on the draft Transit Service Governance Report and recommended the document to the CVTA TAC for review and approval at their June 14, 2021 meeting.

### **5. Adjournment**

The meeting was adjourned at 12:00 p.m. on June 4, 2021.

CAP/nm