



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

**MEETING SUMMARY
James River Board Room at PlanRVA & Zoom
July 1, 2021
11:00 a.m.**

MEMBERS PRESENT:

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

Others Present:

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

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 on the [PlanRVA YouTube Channel](#).

CALL TO ORDER

Chet Parsons, Richmond Regional Transportation Planning Organization (RRTPO) Director of Transportation, presided and called the July 1, 2021 CVTA Transit Service Governance Subcommittee meeting to order at 11:02 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 June 4, 2021 Meeting Summary

There were no comments or corrections to the June 4, 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

According to the Code of Virginia, *“the Central Virginia Transportation Authority, as created by Chapter 37 (§ 33.2-3700 et seq.) of Title 33.2 of the Code of Virginia, as created by this act, shall evaluate the governance structure of transit service in the Richmond region, including the evaluation of establishing a transportation district pursuant to Chapter 19 (§ 33.2-1900 et seq.) of Title 33.2 of the Code of Virginia, and report the results of such evaluation to the Governor and the General Assembly no later than December 1, 2020.”*

Revised Schedule

An extension for the completion of the Transit Service Governance Report was granted to June 30, 2021. In coordination with the Secretary's office, additional time was provided to ensure the completion of a satisfactory report prior to September 1, 2021.

Draft Report Update

Additional comments and feedback on the Richmond Regional Transit Governance Study were received after the last subcommittee meeting on June 4, 2021. With the objective of achieving an in-depth evaluation through revision, the AECOM team reworked the latest version of the report. An overview of the updated draft report was provided. **A copy of the draft report is available at: [Richmond Regional Transit Governance Study](#)

Next Steps

After formatting and other revisions to the draft document, the final report will be presented to the CVTA Technical Advisory Committee on July 12th and to the Authority on July 16th with a recommendation for acceptance of completion.

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

5. Adjournment

The meeting was adjourned at 11:43 a.m. on July 1, 2021.

CAP/nm