

AGENDA

CVTA Transit Service Governance Subcommittee

Friday, April 23, 2021

11:00 a.m.

Zoom Meeting

Members of the public may observe the meeting via YouTube Live Streaming at www.youtube.com/c/PlanRVA. Opportunities for sharing comments are described in the [Public Participation](#) guide on the www.PlanRVA.org website.

Members

- Town of Ashland
- Charles City County
- Chesterfield County
- Goochland County
- Hanover County
- Henrico County
- New Kent County
- Powhatan County
- City of Richmond
- VA House of Delegates
- Senate of VA
- Commonwealth Transportation Board
- VDRPT
- VDOT
- GRTC
- RMTA

WELCOME AND INTRODUCTIONS

(Parsons).....

STATEMENT REGARDING VIRTUAL MEETINGS

(Parsons)..... page 1

ROLL CALL FOR ATTENDANCE

(Parsons).....

1. Consideration of Amendments to the Meeting Agenda

(Parsons).....

2. Approval of CVTA Transit Service Governance Subcommittee April 9, 2021 Meeting Summary - Consensus

(Parsons)..... page 2

3. Public Comment Period

(Parsons/5 minutes).....

4. Transit Service Governance

(AECOM Team/30 minutes).....

- a. Peer Study Progress Report
- b. Benchmarking

5. CVTA Transit Service Governance Subcommittee

- a. Member Comments
(Parsons/5 minutes).....

6. Next Meeting: May 7, 2021

(Parsons)

7. Adjournment

(Parsons)

Attachments
CP/nm

Opening Statement for Electronic Meetings

Due to the 2020 COVID-19 virus and current guidance regarding physical distancing to reduce the potential for spread, meetings of the Central Virginia Transportation Authority are accessible in a virtual format in accordance with provisions of Virginia Code § 2.2-3708.2 and related legislation approved by the General Assembly of Virginia during the period of the Governor's State of Emergency Declaration for COVID-19.

While we meet in a remote/virtual format, we remain committed to public accessibility and opportunity to participate. Staff provided notice of this meeting to members and the public on April 16, 2021 through electronic posting on the PlanRVA website and email distribution of notice to members, alternates, and known interested parties, including the media.

This meeting will be recorded. Audio and visual recordings of the meeting and materials will be posted on the PlanRVA website within 48 hours of this meeting.

Any member of the public participating as an observer during the meeting today may submit comments or questions at any time prior to or during the meeting via email at CVTA@PlanRVA.org. All comments and questions submitted at this time will be reviewed following the meeting and to the extent practical, responses will be provided or posted on the PlanRVA website.

We ask that members identify themselves first when speaking so we can more accurately record the activities of the meeting. All lines should be muted to minimize additional noise and feedback. You may unmute your line at any time to request acknowledgement from the Chair.

Please let us know if you have any questions regarding the process for assuring effective facilitation of this meeting or for how members of the public may participate.

By providing this statement, staff certifies that we have followed the approved procedures for appropriate notice of this meeting and the means by which we are convening.

Please indicate your presence by saying "HERE" when your name is called during a roll call. Anyone who wishes to identify themselves following the roll call of members will be invited to do so.



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

**MEETING SUMMARY
Zoom Meeting
April 9, 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		City of Richmond		VDRPT*	
Todd Eure	x	Dironna Moore Clarke	x	Tiffany T. Dubinsky	x
Virginia Transit Association*		GRTC Transit System*		PlanRVA/RRTPO*	
Lisa Guthrie	x	Adrienne Torres	x	Chet Parsons	x

Others Present:

Stephanie Amoaning-Yankson, Transit Governance.....AECOM
 Scott Baker, Technical AdvisorAECOM
 Donna IkenAECOM
 Peter Voorhees, Project Manager.....AECOM
 Nicole Mueller PlanRVA
 Bret Schardein Powhatan County

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 on our [Plan RVA YouTube Channel](#).

CALL TO ORDER

Chet Parsons, Richmond Regional Transportation Planning Organization (RRTPO) Director of Transportation, presided and called the April 9, 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 March 12, 2021 Meeting Summary

There were no comments or corrections to the March 12, 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 – Existing Conditions

a. GRTC Data Updates

This study, conducted by AECOM and the Eno Center for Transportation, evaluates the governance structure of transit service in the region and seeks to provide options for potential governance strategies.

Stephanie Amoaning-Yankson provided a brief summary on 2019 local and express fixed routes ridership data and specialized ridership data, GRTC ridership statistics by jurisdiction, and GRTC service statistics by jurisdiction.

An organizational chart showed the broad structure of the GRTC Board and its interactions with stakeholders. The executive leadership structure and breakout charts showed the organizational structures of operations, finance and administration as well as development.

A brief summary was given of local funding sources like fare revenues, service contracts, other directly generated income, and local contributions from municipalities. A financial graph visually tracked GRTC's federal, state, and local operations funding between FY15 and FY21 and showed an increase in federal funding for FY21 due to CARES Act funding and an increase in local funding due to anticipated CVTA funding. Another chart showed the local operating contributions from the municipalities; a majority of the local operating dollars come from the City of Richmond contributions followed closely by Henrico County contributions.

The subcommittee will receive additional data that will be collected from GRTC such as information on capital contributions by jurisdiction, more descriptive data on jobs, households etc.

b. Peer Agency Assessment

The AECOM team conducted a review of the following peer agencies to provide additional insight on the operation of transit boards and assess board governance and decision-making:

- Hampton Roads Transit (HRT) in Hampton Roads, VA
- VIA Metropolitan Transit (VIA Metro) in San Antonio, TX
- Nashville Metropolitan Transit Authority (MTA) in Nashville, TN
- Indianapolis Public Transportation Corporation (IndyGO) in Indianapolis, IN
- Rock Region Metropolitan Transit Authority in Little Rock, AR

These peer agencies were selected based on a number of qualitative and quantitative criteria; a detailed overview of the following characteristics of each peer agency was provided: service area demographics, agency size, operating characteristics, and governance structure and funding.

c. Regional Stakeholder Interviews

An update on outreach and stakeholder engagement was provided. Stakeholder interviews were held with 37 representatives and 12 stakeholder groups.

Next Steps:

- Conclude peer review
- Strategic assessment and benchmarking of CVTA
 - Northern Virginia Transportation Authority
 - Hampton Roads Transportation Accountability Commission and Hampton Roads Regional Transit Program and Fund
- Evaluation of a transportation district
- Options for potential transit governance strategies
 - Evaluation of GRTC governance relative to peer transit agencies
 - Options for potential GRTC governance strategies

5. CVTA Transit Service Governance Subcommittee

- a. Member Comments
No comments were offered.

6. Next Transit Service Governance Subcommittee Meeting

The next meeting of the CVTA Transit Service Governance Subcommittee will be held on April 23, 2021 beginning at 11:00 a.m. in Richmond, Virginia.

7. Adjournment

The meeting was adjourned at 12:24 p.m. on April 9, 2021.

CAP/nm