

AGENDA

CVTA Transit Service Governance Subcommittee

Friday, May 7, 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 23, 2021 Meeting Summary - Consensus

(Parsons)..... page 2

3. Public Comment Period

(Parsons/5 minutes).....

4. Transit Service Governance

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

- a. Benchmarking
- b. Evaluation of a Transportation District
- c. Governance Strategies
- d. Next Steps

5. CVTA Transit Service Governance Subcommittee

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

6. Next Meeting: May 21, 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 30, 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 23, 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	x	Dironna Moore Clarke	x
VDRPT*		Virginia Transit Association*		GRTC Transit System*	
Tiffany T. Dubinsky	x	Lisa Guthrie	x	Adrienne Torres	x
PlanRVA/RRTPO*					
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

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 April 23, 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 April 9, 2021 Meeting Summary

There were no comments or corrections to the April 9, 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. Progress Report

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

Phase 1, the Strategic Assessment of the GRTC Governance Structure, a review of peer agencies, and the CVTA Benchmarking has been completed. An extensive round of stakeholder interviews has been completed. Phase 2 will include the evaluation of a transportation district. The evaluation of GRTC governance strategies relative to peer agencies has been completed as part of Phase 3. Next, options for potential GRTC governance strategies will be identified. Phase 4 includes a draft Transit Service Governance Report due for review by this subcommittee on June 11th.

Stephanie Amoaning-Yankson continued her review of peer agencies, the Nashville Metropolitan Transit Authority (MTA) and the Regional Transportation Authority of Middle Tennessee (RTA), based on a detailed overview of the following characteristics of each peer agency: service area demographics, agency size, operating characteristics, and governance structure and funding. A final summary and comparison of the peer agencies reviewed (Hampton Roads Transit HRT, San Antonio's VIA Metro, MTA, and RTA) was provided.

b. Benchmarking Agency Review

The AECOM team conducted a detailed review of the following two peer agencies to provide additional insight on the operation of transportation authorities and assess board governance, decision-making, and funding sources:

- Northern Virginia Transportation Authority (NVTA)
- Hampton Roads Transportation Accountability Commission (HRTAC)

A general overview and comparison of the CVTA, NVTA, and HRTAC was provided.

Next Steps:

- Receive feedback regarding the strategic assessment and CVTA benchmarking
- Phase 2: Transportation District
 - Evaluation of a Transportation District
- Phase 3: Governance Strategies
 - Options for potential GRTC transit governance strategies
- Phase 4: Reporting

- o Draft Report for review by CVTA Transit Service Governance Subcommittee

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 May 7, 2021 beginning at 11:00 a.m. in Richmond, Virginia.

7. Adjournment

The meeting was adjourned at 12:01 p.m. on April 23, 2021.

CAP/nm