

AGENDA

CVTA Transit Service Governance Subcommittee

Friday, June 4, 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 May 21, 2021 Meeting Summary - Consensus

(Parsons)..... page 2

3. Public Comment Period

(Parsons/5 minutes).....

4. Transit Service Governance

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

- a. Project Update
- b. Draft Report
- c. Next Steps

5. CVTA Transit Service Governance Subcommittee

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

6. Next Meeting: June 18, 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 May 28, 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
May 21, 2021
11:00 a.m.**

MEMBERS PRESENT:

Charles City County		Chesterfield County		Hanover County	
Rhonda Russell	x	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*	
Jennifer B. DeBruhl		Lisa Guthrie		Adrienne Torres	x
Tiffany T. Dubinsky	x				
PlanRVA/RRTPO*					
Chet Parsons	x				

Others Present:

Stephanie Amoaning-Yankson, Transit Governance.....AECOM
 Donna Iken.....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 May 21, 2021 CVTA Transit Service Governance Subcommittee meeting to order at 11:03 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 7, 2021 Meeting Summary

There were no comments or corrections to the May 7, 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. Phase 3: Governance Strategies

As presented at the last subcommittee meeting, the following three key governance issues have been identified and are being addressed in this study:

- Decision Making and Accountability
- Board Representation
- Implications for GRTC Ownership

A detailed summary of the three key issues was given, and potential alternatives for approaches to resolve these issues were explored.

b. Review of GRTC Structure Relative to Peers

The AECOM team has been conducting a detailed review of peer agencies to provide additional insight on the operation of transportation authorities and assess board governance, decision-making, and funding sources.

A comprehensive comparison between GRTC and the peer agencies studied (Hampton Roads Transit, San Antonio's Via Metro, Nashville's Metropolitan Transit Authority, Middle Tennessee's Regional Transportation Authority, and Little Rock's Rock Region Metro) provided insight into the different governance structures, operating characteristics, funding sources, and other practices.

A potential path forward for additional seats on the GRTC Board of Directors, was laid out as well as a path to ownership. Board changes may be made with the existing ownership structure in place, however, changes made by the Board must be ratified by the City of Richmond and Chesterfield County.

c. Next Steps: Phase 4

The subcommittee was asked to provide feedback and submit comments by May 28th. Final recommendations will be presented at the June 4th meeting. The final draft report will go to the Authority on June 25, 2021 with a recommendation for approval.

6. Next Transit Service Governance Subcommittee Meeting

The next meeting of the CVTA Transit Service Governance Subcommittee will be held on June 4, 2021 beginning at 11:00 a.m. in Richmond, Virginia.

5. Adjournment

The meeting was adjourned at 12:21 p.m. on May 21, 2021.

CAP/nm