



**CENTRAL VIRGINIA TRANSPORTATION AUTHORITY
TECHNICAL ADVISORY COMMITTEE (TAC)**

**ZOOM MEETING SUMMARY
October 12, 2021**

Members and Alternates Present:

Town of Ashland		Charles City County		Chesterfield County	
Nora Amos	X	Rhonda Russell	X	Barbara K. Smith	
				Chessa D. Walker (A)	X
Goochland County		Hanover County		Henrico County	
Michael Campbell	X	Joseph E. Vidunas	X	Todd Eure, FY22 Chair	X
Thomas M. Coleman (A)	X	J. Michael Flagg (A)	X	Sharon Smidler (A)	X
New Kent County		Powhatan County		City of Richmond	
Justin M. Stauder	X	Bret Schardein	X	Dironna Moore Clarke FY22 Vice Chair	X
Kelli Le Duc (A)		Vacant (A)		Travis A. Bridewell (A)	
VDRPT*		VDOT*		Virginia Port Authority	
Jennifer B. DeBruhl	X	R. Shane Mann		Barbara Nelson	X
Tiffany T. Dubinsky (A)	X	Mark Riblett (A)	X		
GRTC Transit System*					
Adrienne Torres		RMTA*		PlanRVA/RRTP*	
Patricia Robinson (A)	X	Joi Taylor Dean		Chet Parsons	X

*Non-voting members

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. Voting record tables are included in Appendix A. A recording of this meeting is available on the [Plan RVA YouTube Channel](#).

CALL TO ORDER, WELCOME AND INTRODUCTIONS

The Central Virginia Transportation Authority (CVTA) Technical Advisory Committee (TAC) Chair, Mr. Todd Eure, presided and called the October 12, 2021, CVTA Technical Advisory Committee (TAC) regular meeting to order at 1:00 p.m.

ROLL CALL & CERTIFICATION OF A QUORUM

Janice Firestone, Transportation Program Coordinator, took attendance by roll call and certified that a quorum was present.

1. Consideration of Amendments to the Action Meeting Agenda

There were no requested changes to the meeting agenda. Seeing and hearing no objections the October 12, 2021, agenda was approved by acclamation as presented.

2. Approval of [September 13, 2021, CVTA TAC Action Meeting Minutes](#)

On motion of Patricia Robinson, seconded by Joseph E. Vidunas, the CVTA TAC unanimously approved the minutes of the September 13, 2021, action meeting by acclamation as presented (voice vote).

3. Open Public Comment Period

There were no requests to address the CVTA Technical Advisory Committee.

4. CVTA Technical Advisory Committee Chairman's Report

There was no report from the Chairman.

5. CVTA TAC Staff Update

a. Personnel Committee Update

Chet Parsons, Director of Transportation, reported that the Personnel Committee continues to work with the HR Roundtable on CVTA staffing. A first draft of the Executive Director position description has been drafted. No recommendation has been made to the full Authority yet.

b. Finance Committee Update

The Finance Committee will meet on October 13, 2021 and will be reviewing the RFP's for Financial Advisory Services and Bond Council. The FY21 Audit report will be reviewed and the committee is expected to take action to recommend full Authority approval.

6. Regional Project Prioritization Update

a. Review Approved CAVTA Regional Project Selection and Allocation Framework

b. Staff guidance for project scoring and ranking

c. Refine/Confirm Process committee schedule

d. Set application period and mechanism

The approved framework can be found at:

[CVTA Regional Project Selection and Allocation Framework](#). Mr. Parsons gave a breakdown of the [CVTA First Round of Funding Regional Overview](#).

Committee members discussed several items from the overview:

- When application requests will be solicited from localities. Initially the priority will be on Fall Line and rural projects.
- Using the modified long-range plan scoring process.
- VDOT is currently responding to requested changes to the September numbers that were reported.
- The timeline for having budget information compiled and submitted.

7. CVTA/ Member Memorandum of Agreements

Mr. Parsons reported that all but three of the MOA's have been completed for their respective locality/entity.

8. CVTA TAC Member Comments

No comments were offered.

9. Next CVTA Technical Advisory Committee Meeting

Chairman Eure noted the next regular meeting of the CVTA TAC will be held on November 8, 2021, beginning at 1:00 p.m. in Richmond, Virginia.

10. Adjournment

Chairman Eure adjourned the meeting at 1:48 p.m.