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 attached to the action meeting minutes in Appendix A. A recording of this meeting is available on our Plan RVA YouTube Channel.

**CALL TO ORDER**
The Richmond Regional Transportation Planning Organization (RRTPO) Technical Advisory Committee Vice Chair, Sharon Smidler, presided and called the November 9, 2021, RRTPO Technical Advisory Committee meeting to order at 9:03 a.m.
ATTENDANCE ROLL CALL & CERTIFICATION OF MEETING QUORUM
Janice Firestone, 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 November 9, 2021, agenda was approved by acclamation as presented.

2. Approval of October 12, 2021, RRTPPO TAC Meeting Minutes
   On motion of Sharon Smidler, seconded by John O'Keeffe, the RRTPPO Technical Advisory Committee unanimously approved the minutes of the October 12, 2021, meeting by acclamation (voice vote) as presented.

3. Open Public Comment Period
   There were no requests to address the Technical Advisory Committee.

4. TAC Chairman's Report
   There was no report from the Chairman.

5. RRTPPO Update
   a. Current Work Efforts
      Chet Parsons, PlanRVA, gave this report to the committee.
   b. Community Transportation Advisory Committee (CTAC) – Staff Report
      Ken Lantz, PlanRVA, gave this report to the committee.

6. Smart Scale Round 5 Overview
   Brooke Jackson, Senior Engineer, Smart Scale, provided this update. Following the presentation Ms. Jackson offered clarification on buffering.

7. Transportation Agency Updates
   a. DRPT
      Tiffany Dubinsky, Statewide Transit Planning Manager at DRPT, provided this update.
   b. GRTC
      There was no update from GRTC.
   c. RideFinders
      John O’Keeffe, Account Executive at RideFinders, reported the following:
      - Continued promoting the 40 Days of Good for 40 Years of Service (October 11, 2021 - November 19, 2021) initiative that encourages citizens to help celebrate the 40th anniversary by doing the following: (1) doing something good in their community, the environment, or for their neighbor and (2), sharing their good deed on social media using the hashtag #40for40ridefinders.
      - Participated in Outreach Effort with the Southside ReLeaf organization distribution of trees throughout the communities that have been identified as Urban Heat Desserts.
• Participated in walk to school events at Cool Springs Elementary in Hanover and Salem Church Elementary in Chesterfield County
• Completed and submitted grant applications for the following: CMAQ through RRTPO, Counties of Henrico, Hanover, Chesterfield, Goochland, and the City of Hopewell; updated Progress Report for Carpool Incentive Program as required by RRTPO
• Provided DRPT with data from FY18 – FY20 for Emergency Ride Home Program for number of trips taken, dollars spent, and the longest distance trips taken during hose time periods
• K&K started a new 7 passenger van from Richmond to DLA, Fort Belvoir
• Won best grassroots marketing campaign from the Chesapeake Chapter of the Association for Commuter Transportation for “It’s a Green Thing Campaign”

d. **VDOT**
   Nicole Mueller, Planning Specialist at VDOT, provided this update.

8. **Future Meeting Topics**
   Several future meeting topics were reviewed.

9. **TAC Member Comments**
   There were no comments from TAC members.

10. **Next Meeting: November 9, 2021**
    Vice Chair Smidler noted the next regular RRTPO TAC action meeting will be held on December 14, 2021, beginning at 9:00 a.m.

11. **Adjournment**
    Vice Chair Smidler adjourned the meeting at 10:24 a.m.

CAP/jf