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Richmond Regional Transportation Planning Organization (RRTPO) Community Transportation Advisory Committee (CTAC) and PlanRVA Public Outreach & Engagement Committee (PO&E) Joint Meeting Minutes

Thursday, April 3, 2025, 11:00 a.m.

PlanRVA James River Board Room, 424 Hull Street, Suite 300, Richmond, VA 23224
and via Zoom

Members and Alternates Present (X), Virtual (V):

Town of Ashland		Henrico County		League of Women Voters	
Brent Chambers, PO&E	X	Gordon Dixon, CTAC		Sarah Weisiger, CTAC	X
Upton S. Martin, CTAC		Chris Bast, PO&E		Karen Rosenblum (A), CTAC	
Don Root (A), CTAC	X	Michael Wiebe (A), CTAC		NAACP, Richmond Branch	
Charles City County		New Kent County		Walter Johnson, CTAC	
Bill Walton, CTAC		Lisa M. Guthrie, CTAC		Charles Willis (A), CTAC	
Chesterfield County		Milton Hathaway, PO&E	X	RIC Area Bicycling Assoc. (RABA)	
Tim Davey, PO&E Chair	V	Powhatan County		Champe M. Burnley, CTAC	V
Frank Petroski, PO&E	X	Vacant		John Hamilton, CTAC	
Philip Plymale, CTAC		City of Richmond		RVA Rapid Transit	
Herbert A. Richwine, CTAC		Andrew Bunn, CTAC Chair	X	Faith Walker, CTAC	
Jessica Schneider, PO&E	X	Sera Erickson, CTAC	V	Stephanie Power (A), CTAC	V
Gonzalo Aida (A), CTAC	X	Cameron George, PO&E	V	SPAN Center	
Erin Phelan (A), CTAC		Alex Brackman (A), CTAC		Tony Williams, CTAC	
Goochland County		Clinton Smith (A), CTAC		Virginia Commonwealth University (VCU)	
Robert L. Basham Jr., CTAC		Chamber RVA		John D. Leonard, CTAC	X
Dwain Cosby, PO&E		John Easter, CTAC	X	Jordan Cole (A), CTAC	X
Hanover County		Equitable Transit & Mobility		VA Conservation Network (VCN)	X
Larry Leadbetter, PO&E		Kelli N. Rowan, CTAC		Victoria Higgins, CTAC	
Charlie Waddell, CTAC/PO&E	X	Ernest, Moore, Jr. (A), CTAC	X	Richard Hankins, CTAC	X
				Virginians for High-Speed Rail	
				Michael Testerman, CTAC	

The technology used for the RRTPO CTAC 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](#).

Welcome and Introductions

CTAC Chair Andrew Bunn welcomed all attendees and asked that they introduce themselves.

Roll Call & Certification of a Quorum

Janice Scott, PlanRVA recorded the attendance and certified that a quorum was present.

A. ADMINISTRATION

1. Consideration of Amendments to the Agenda

There were no requested changes to the agenda.

2. Open Public Comment

There were no requests to offer public comment at the meeting

3. CTAC Chair's Report

CTAC Chair Bunn expressed his enthusiasm for hearing the proposed policies presented.

B. OTHER BUSINESS

1. Pathways to the Future and RVA Rising

Martha Shickle gave a presentation on PlanRVA's work with RVA Rising in partnership with ChamberRVA, the Community Foundation, Richmond Memorial Health Foundation and the United Way. She explained that RVA Rising is a long-term, collaborative effort to ensure everyone in the Richmond region can thrive here. Driven by data and community input, RVA Rising brings people and institutions together to pursue strategies that will create systems change and increase economic mobility for all.

Ms. Shickle described the Urban Institute's Upward Mobility Framework, which provides an evidence-based foundation for efforts to advance upward mobility and racial equity for people and communities. She detailed the 2025 priorities for RVA Rising. They are:

- Solidify a leadership and governance structure.
- Secure financial resources to support the work
- Continue to build out of pillar leadership, goals, metrics and priority initiatives
- Expand outreach and invite more people to learn about and align with the work.
- Launch communications plan and system and share real time updates and success stories.

John Easter, Chamber RVA, reported that RVA Rising has been very active in the rewarding work area (workforce development). He noted that ChamberRVA is in the process of doing outreach now. The existing coalition has been working primarily in the post-secondary area. Outreach to K-12 students is occurring now as well.

Ms. Shickle also provided an update on PlanRVA's Regional Strategic Vision, Pathways to the Future. She explained how this ties the agency's planning efforts to the goal of increasing the entire region the planning process.

2. Regional Plan Updates

Holly Gordon and Kristin Hott, PlanRVA, provided an update on the Long-Range Transportation Plan. Since November of 2024, staff have completed 31 different engagements and have engaged 1,422 individuals.

Ms. Hott described the three primary strategies for public engagement and reported that staff have taken a broad and targeted approach to the LRTP engagement methodology to lower barriers and build the engagement infrastructure.

3. Equity Working Group Recommendations

Jessica Schneider reported that the Equity Working Group has been focused on ways to bring value to the time investment people give to come to meetings, such as CTAC members, and how to value other types of engagement participants.

a. Pilot Policy for CTAC Member Honorarium

Ken Lantz, PlanRVA, explained the research that was done on best practices for potential compensation. The draft policy was developed as a pilot program to provide an honorarium to CTAC members for meeting attendance.

Committee members discussed the proposed policy and expressed their reasons for supporting or opposing it. There was discussion about individuals who are being compensated for meeting attendance by their employers, the need to ensure participants are motivated to be involved, rather than just because they are being compensated and the goal of removing barriers to participation.

On motion by Gonzala Aida, seconded by Jessica Schneider, the members of the Community Transportation Advisory Committee and the Public Outreach & Engagement Committee voted to recommend adoption of the policy (roll call votes; see below).

CTAC:

Member	Vote	Member	Vote
Gonzalo Aida	Aye	Richard Hankins	Aye
Andrew Bunn	Aye	Ernest Moore	Aye
Champe Burnley	Nay	Stephanie Power	Aye
Jordan Cole	Aye	Donald Root	Nay
John Easter	Nay	Charlie Waddell	Aye
Sera Erickson	Aye	Sarah Weisiger	Aye

Public Outreach & Engagement Committee

Member	Vote	Member	Vote
Brent Chambers	Aye	Frank Petroski	Aye
Cameron George	Aye	Jessica Schneider	Aye
Milton Hathaway	Aye	Charlie Waddell	Aye

b. Policy for CTAC Member Attendance

The attendance policy was developed to go along with the honorarium policy. The goal is to increase member attendance going forward. The policy will set expectations for member attendance and is intended to increase communication between members and staff regarding absences.

Members shared comments and thoughts about the proposed policy and the conditions that will trigger staff communication to the locality or agency.

On motion by Milton Hathaway, seconded by Don Root, the members of the Community Transportation Advisory Committee and the Public Outreach & Engagement Committee voted to recommend adoption of the policy (roll call votes; see below).

CTAC:

Member	Vote	Member	Vote
Gonzalo Aida	Aye	John Leonard	Aye
Andrew Bunn	Aye	Ernest Moore	Aye
Champe Burnley	Aye	Stephanie Power	Aye
John Easter	Aye	Donald Root	Aye
Sera Erickson	Aye	Charlie Waddell	Aye
Richard Hankins	Aye	Sarah Weisiger	Aye

Public Outreach & Engagement Committee

Member	Vote	Member	Vote
Brent Chambers	Aye	Frank Petroski	Aye
Cameron George	Aye	Jessica Schneider	Aye
Milton Hathaway	Aye	Charlie Waddell	Aye

4. Transportation Safety Performance Measures

Ms. Shickle reported that transportation safety was a key part of the RRTPO work program priorities that was presented earlier today to the Policy Board. This item will be moved to a later agenda after the Policy Board has approved the upcoming fiscal year work program.

5. Zero Fare Update

Ms. Shickle reported that efforts are underway to raise community awareness of the potential expiration of GRTC's Zero Fare program. PlanRVA, in partnership with GRTC, has submitted a grant application to the Department of Rail and Public Transportation. If funded, PlanRVA and GRTC will work to identify a business plan to maintain funding for Zero Fare. The idea would be to move it from a grant subsidy model to an earned revenue model.

6. Agency Updates – PlanRVA, CVTA and RRTPO

These reports were included in the meeting agenda packet. Staff provided a recap of the recent Pathways to the Future Regional Symposium.

7. CTAC Member Comments

There were no member comments.

8. Next Meetings

- Equity Working Group – Friday, April 25, 2025, at 11:00 a.m.
- CTAC – Thursday, May 15, 2025, at 12:00 p.m.
- PO&E - TBD

C. ADJOURNMENT

The meeting was adjourned at 12:52 p.m.