

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION  
COMMUNITY TRANSPORTATION ADVISORY COMMITTEE (CTAC)**

**Minutes of Meeting – January 18, 2024, 12:00 p.m.  
PlanRVA James River Boardroom,  
424 Hull Street, Suite 300, Richmond, VA 23224 and via Zoom**

**MEMBERS and ALTERNATES (A) PRESENT (X), VIRTUAL (V):**

<b>Town of Ashland</b>		<b>Charles City County</b>		<b>Chesterfield County</b>	
Upton S. Martin	X	Vacant		Philip Plymale	
Don Root (A)	X	<b>Hanover County</b>		Herbert A. Richwine (A)	
<b>Goochland County</b>		H. Charles Rasnick		<b>Henrico County</b>	
Robert L. Basham Jr.		<b>Powhatan County</b>		Gordon Dixon	
Austin Goynes (A)		Robert W. Powers		<b>City of Richmond</b>	
<b>New Kent County</b>		Mike Ciriello (A)	V	Andrew Bunn	X
Lisa M. Guthrie	X	<b>Chamber RVA</b>		Sera Erickson, <b>Chair</b>	X
John P. Moyer (A)		John Easter		Shelley Allmond (A)	
<b>League of Women Voters</b>		<b>NAACP, Richmond Branch</b>		Clinton Smith (A)	
Sarah Weisiger	X	Walter Johnson		<b>RIC Area Bicycling Assoc.</b>	
Karen Rosenblum (A)		Charles Willis (A)		Champe M. Burnley	X
<b>Richmond Office of Equitable Transit and Mobility</b>		<b>RVA Rapid Transit</b>		John Hamilton	
Kelli N. Rowan	V	Faith Walker		<b>Senior Connections</b>	
<b>VA Conservation Network (VCN)</b>		Richard Hankins (A)	X	Tony Williams	V
Wyatt Gordon		<b>Virginians for High Speed Rail</b>		<b>Virginia Commonwealth University (VCU)</b>	
Victoria Higgins (A)		Michael Testerman	X	John D. Leonard	X
				Jesse MacLelland (A)	

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](#).

Virtual participation of this meeting by members of the committee is authorized under the City of Richmond Res. No. 2020-R025, - declaration of a local emergency due to the potential spread of COVID-19, adopted March 16, 2020. The resolution is available [here](#).

**CALL TO ORDER**

The Richmond Regional Transportation Planning Organization (RRTPO) Community Transportation Advisory Committee Chair, Sera Erickson, presided and called the January 18, 2024, RRTPO CTAC meeting to order at 12:03 p.m.

**WELCOME AND INTRODUCTIONS**

Chair Erickson welcomed all attendees.

## **ROLL CALL & CERTIFICATION OF A QUORUM**

Janice Scott, PlanRVA, certified that a quorum was present.

### **A. ADMINISTRATION**

#### **1. Approval of the November 9, CTAC Meeting Minutes**

On motion by Lisa Guthrie, seconded by Don Root, the members of the Community Transportation Advisory Committee voted unanimously to approve the meeting minutes as presented.

#### **2. Consideration of Amendments to the Agenda**

There were no requested amendments to the agenda.

#### **3. Open Public Comment**

There were no members of the public present wishing to offer public comment.

#### **4. CTAC Chair's Report**

Chair Erickson did not have a formal report.

#### **5. CTAC Staff Report**

Ken Lantz, PlanRVA, provided a report on the last CTAC meeting.

#### **6. Agency Updates – PlanRVA, CVTA and RRTPO**

Myles Busching, PlanRVA, provided a report on recent and upcoming activity with the three organizations.

### **B. NEW BUSINESS**

#### **1. Review of the draft Public Engagement Plan**

Holly Gordon, PlanRVA, gave a presentation on public engagement plan and the work done by the sub-committee that was formed. The sub-committee members were Sera Erickson, Faith Walker, Kelli Rowan, Gordon Dixon, Lisa Guthrie and John Leonard worked to review the past public engagement plan and determine suggestions for going forward.

The sub-committee is recommending using the existing plan for now and updating the plan as we go through the LRTP process.

Ms. Gordon shared a spectrum of public engagement document and explained that the sub-committee would like to add more elements that are included on that list to the public engagement plan.

Ms. Gordon shared information about the Transportation Forum that will be held March 15<sup>th</sup>. This will be a good event to test ways to solicit public input. CTAC members were asked to attend if possible to lead the conversation and staff each table to help keep the small groups on task.

There was a consensus to put the plan out for public comment with a note that the document will be updated further as the year goes on.

## **2. Update on CTAC member engagement opportunities**

### **a. 2024 Public Engagement Calendar**

There was a discussion about the calendar of upcoming events that is being developed.

### **b. Media Toolkit**

Ms. Gordon discussed building the media toolkit. It will likely be added to the new SharePoint board and committee site.

### **c. Who's in My Community**

Chair Erickson reported that an upcoming activity will be to determine what civic and neighborhood associations, community organizations and media outlets are in each member's community and how to engage them. Committee members will also be asked to determine what the community hubs are in their locality. CTAC members can then plan to go to certain meetings, likely along with PlanRVA staff, to speak to them about the LRTP and get input.

## **C. OTHER BUSINESS**

### **1. [PlanRVA Newsletter: The Better Together Connector \(linked\)](#)**

This was an information item.

### **2. CTAC Member Comments**

There were no member comments.

### **3. Next Meeting: March 21, 2024**

## **D. ADJOURNMENT**

Chair Erickson adjourned the meeting at 1:07 p.m.