

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

**Minutes of Meeting – November 9, 2023, 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	X
Don Root (A)	V	<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	X
Austin Goynes (A)		Robert W. Powers		<b>City of Richmond</b>	
<b>New Kent County</b>		Mike Ciriello (A)		Andrew Bunn	X
Lisa M. Guthrie	X	<b>Chamber RVA</b>		Sera Erickson, <b>Chair</b>	X
John P. Moyer (A)	X	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	X	<b>Senior Connections</b>	
<b>VA Conservation Network (VCN)</b>		Richard Hankins (A)		Tony Williams	X
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 September 28, 2023, 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 Firestone, Program Manager, certified that a quorum was present.

### **A. ADMINISTRATION**

#### **1. Approval of the September 28, CTAC Meeting Minutes**

On motion by Lisa Guthrie, seconded by Faith Walker, 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. RRTPO Update**

Ken Lantz, PlanRVA, provided the RRTPO update.

#### **6. CVTA Update**

Mr. Lantz provided the CVTA update.

### **B. NEW BUSINESS**

#### **1. Overview of the MPO transportation planning process**

Myles Busching, PlanRVA, gave this presentation and explained what the MPO is and does. He also reviewed each step of the transportation planning process.

#### **2. Development of PlanRVA Public Engagement Plan**

Holly Gordon, PlanRVA, gave a presentation on public engagement and the committee's expanded role. She explained the timeline for updating the public engagement plan.

Following the presentation, committee members discussed ways to initiate public engagement and potential obstacles to increasing community involvement.

#### **3. Appointment of a CTAC Work Group**

The group discussed creating a work group to review the public engagement plan.

On motion by Faith Walker, seconded by Upton Martin, the members of the Community Transportation Advisory Committee voted unanimously to form the work group.

A poll will be sent out for members to indicate their interest in serving on the

work group.

## **C. OTHER BUSINESS**

### **1. Off-site Meeting Location List**

Myles Busching, PlanRVA, explained that off-site meetings are not practical for the committee. A list was provided that might be used for other meetings.

### **2. Future Meeting Topics**

The future meeting topics were reviewed. There was discussion about the purpose of some of the proposed topics.

### **3. CTAC Member Comments**

There were no member comments.

### **4. Next Meeting: January 18, 2024.**

## **D. ADJOURNMENT**

Chair Erickson adjourned the meeting at 1:45 p.m.