

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

**Minutes of Meeting – September 28, 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):

Town of Ashland	Charles City County	Chesterfield County	
Upton S. Martin	Vacant	Philip Plymale	X
Don Root (A)	Hanover County	Herbert A. Richwine (A)	X
Goochland County	H. Charles Rasnick	V Henrico County	
Robert L. Basham Jr.	Powhatan County	Vacant	
Austin Goynes (A)	Robert W. Powers	City of Richmond	
New Kent County	Mike Ciriello (A)	Andrew Bunn	V
Lisa M. Guthrie	X Chamber RVA	Sera Erickson, Chair	X
John P. Moyer (A)	X John Easter	Shelley Allmond (A)	
League of Women Voters	NAACP, Richmond Branch	Clinton Smith (A)	
Sarah Weisiger	X Walter Johnson	RIC Area Bicycling Assoc.	
Karen Rosenblum (A)	Charles Willis (A)	Champe M. Burnley	V
Richmond Office of Equitable Transit and Mobility	RVA Rapid Transit	John Hamilton	
Kelli N. Rowan	X Faith Walker	Senior Connections	
VA Conservation Network (VCN)	Richard Hankins (A)	X Tony Williams	V
Wyatt Gordon	Virginians for High Speed Rail	Virginia Commonwealth University (VCU)	
Victoria Higgins (A)	Michael Testerman	X John D. Leonard	
		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 July 20, 2023, CTAC Meeting Minutes

On motion by Victoria Higgins, seconded by John Leonard, the CTAC 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

Barbara Jacocks, PlanRVA, provided the RRTPO update and announced that the Public Transportation Workgroup is being reconvened.

6. CVTA Update

Mr. Lantz provided an update on recent and upcoming activity by the CVTA, Finance Committee, Fall Line Working Group and Technical Advisory Committee (TAC).

B. NEW BUSINESS

1. Introduction of Holly Gordon, Community Engagement Manager, and discussion of CTAC's public engagement roles and responsibilities

Ms. Gordon outlined the changes approved by the Policy Board for the CTAC. Members shared their backgrounds, expressed their views on what representation and/or practices are missing on the committee AND identified what they feel needs to be done to increase awareness of the committee.

Members shared suggestions, including:

- Members provide updates to their locality or organization and participate in listening sessions.
- Offer stipends to CTAC members for attending meetings.
- Identify ways to demystify transit.
- Members engage with members of the public to gather feedback and share those comments at committee meetings.
- Set participation guidelines for members.
- Identify improved ways to deliver information to members of the public, particularly individuals without access to internet/email.

2. RVA Rapid Transit: "2023 State of Transit"

Richard Hankins, RVA Rapid Transit, gave this presentation and reported on the 2040 transit vision and GRTC's essential infrastructure plan. He explained that RVA Rapid Transit is independent of GRTC and is a 501C3 non-profit organization.

3. Rotation of meeting sites

There was a discussion about the possibility of having the meetings at rotating locations and the impediments to holding public meetings at alternate locations. It was suggested that PlanRVA continue being the site for committee meetings but members participate in the proposed listening sessions at committee member organizations.

Kelli Rowan made a motion, seconded by Andrew Bunn, to have staff provide a list of the locations that are available and have been confirmed as viable for alternate meeting sites. The motion passed.

It was noted that a list will be prepared for meeting sites as well as potential sites for listening sessions.

C. OTHER BUSINESS

1. Future Meeting Topics

The future meeting topics were reviewed. There was further discussion about the committee's expanded role.

2. CTAC Member Comments

There were no member comments. Mr. Lantz commented on the North-South BRT information on the GRTC website.

3. Next Meeting: November 16, 2023

D. ADJOURNMENT

Chair Erickson adjourned the meeting at 1:40 p.m.