

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION  
POLICY BOARD MEETING MINUTES  
PlanRVA James River Boardroom and via Zoom  
Thursday, February 6, 2025 - 9:30 a.m.**

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

<b>VOTING MEMBERS</b>					
<b>Town of Ashland</b>		<b>Henrico County</b>		<b>CRAC</b>	
John H. Hodges	V	Roscoe Cooper	X	John B. Rutledge	
Anita Barnhart (A)		Jody Rogish, Vice Chair	X		
		Dan Schmitt (A)		<b>GRTC Transit System</b>	
<b>Charles City County</b>				Adrienne Torres	X
Byron M. Adkins, Sr.		<b>New Kent County</b>		Sheryl Adams (A)	
Ryan Patterson (A)	X	John Moyer	X		
<b>Chesterfield County</b>		Jordan Stewart (A)		<b>RIC Metropolitan Transp. Authority (RMTA)</b>	
Kevin P. Carroll	X			Joi Taylor Dean	V
James M. Holland		<b>Powhatan County</b>			
Jessica Schneider	X	Mark Kinney		<b>Secretary of Trans. Des.</b>	
Mark S. Miller (A)		Denise Morissette		VDOT, Dale Totten	X
		Steve McClung (A)		VDOT, Mark E. Riblett (A)	X
<b>Goochland County</b>		Robert Powers (A)			
Jonathan Lyle	X				
Charlie Vaughters (A)		<b>City of Richmond</b>			
		Andreas D. Addison			
<b>Hanover County</b>		Katherine L. Jordan	X		
Sean M. Davis	X	Cynthia I. Newbille, Chair	X		
Faye O. Prichard		Ellen Robertson (A)			
Ryan Hudson (A)					
<b>NON-VOTING MEMBERS</b>					
<b>CTAC</b>		<b>Dept. of Rail &amp; Public Transportation (DRPT)</b>		<b>Federal Highway Administration (FHWA)</b>	
Andrew Bunn		Tiffany Dubinsky	X	Thomas L. Nelson Jr.	
Upton Marton (A)		Wood Hudson (A)		Ivan Rucker (A)	
<b>Dept. of Aviation (DOAV)</b>		<b>Federal Transit Administration (FTA)</b>		<b>RideFinders</b>	
Rusty Harrington		Daniel Koenig (Liaison)		Cherika Ruffin	X
Stephen Smiley (A)				John O'Keefe (A)	

The technology used for the RRTPO Policy Board 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](#).

**Call to Order**

The Richmond Regional Transportation Planning Organization (RRTPO) Policy Board Chair, Cynthia Newbille, called the RRTPO Policy Board meeting to order at 9:31 a.m.

**Ashland | Charles City | Chesterfield | Goochland | Hanover | Henrico | New Kent | Powhatan | Richmond**

PlanRVA, 424 Hull Street, Suite 300, Richmond, VA 23224

## **Pledge of Allegiance**

The Pledge of Allegiance was led by Chair Newbille.

## **Welcome and Introductions**

Chair Newbille welcomed all attendees.

## **Certification of a Quorum**

Janice Scott, Board Relations Manager, took attendance and certified that a quorum was present in-person. Note: Stephen Smiley with the Virginia Department of Aviation was present on the Zoom webinar but was unable to be seen/heard so could not be marked in attendance for the meeting.

Roscoe Cooper arrived at approximately 9:35 a.m.

## **A. ADMINISTRATION**

### **1. Confirmation of Member Participation from a Remote Location**

Chair Newbille reported that two members requested approval to participate remotely: for the following reasons:

- Joi Taylor Dean, reason: personal matter, specifically a scheduling conflict that prevents in-person attendance.
- John Hodges, reason: a temporary or permanent disability or other medical condition that prevents the member's physical attendance.

Chair Newbille announced her approval of the requests to participate remotely.

On motion by Katherine Jordan, seconded by Kevin Carroll, the members of the RRTPO Policy Board voted unanimously to approve the members' requests to participate from a remote location were in conformance with the Policy for Remote Participation of member; and, the voice of the remotely participating members could be heard by all persons at the primary or central meeting location (voice vote).

The quorum was updated to show the presence of the remote members.

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

There were no requests to amend the meeting agenda.

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

There were no requests to offer public comment either in-person or online.

### **4. Consent Agenda**

On motion by Kevin Carroll, seconded by John Moyer, the members of the RRTPO Policy Board voted to approve the following consent agenda items (voice vote):

#### **a. Approval of Meeting Minutes – October 31, 2024**

Consent action: accept the meeting minutes into the record as presented.

#### **b. Approval of Meeting Minutes – December 5, 2024**

Consent action: accept the meeting minutes into the record as presented.

#### **c. Work Status Report – Second Quarter FY25**

Consent action: accept the work status report as presented.

## 5. RRTPO Chair's Report

Chair Newbille reported the following:

- **The Equity Working Group held its first meeting on January 31<sup>st</sup>.**

The group's purpose is to "address equity and the needs of the transportation disadvantaged and advise the MPO, through CTAC, on issues, plans, studies, and other matters concerning the MPO's "3-C" urban transportation planning process that affects transportation disadvantaged populations." (RRTPO bylaws)

The work group members are volunteers from the RRTPO CTAC and the PlanRVA Public Outreach and Engagement Committee. Current tasks of the workgroup include:

- Review best practices and recommend adopting a compensation policy for the TPO and Commission to consider in preparation for FY2026. Compensation may include various forms of recognition or remuneration for workgroup, advisory committee, focus group, and public meeting participants.
- Review PlanRVA's Title VI plan and incorporate edits according to the agency's current practices and emerging guidance from federal partners.

Both projects are scheduled to culminate with recommendations for consideration during the June RRTPO Policy Board and Commission meetings.

- **Port of Virginia Tour**

Planning is underway to reschedule the tour of the Richmond and Hampton Road marine terminals initially scheduled for this past October. The staff has identified September 4<sup>th</sup> as a potential date and is working with locality clerks to confirm member availability. Staff will then coordinate with Port Authority staff to confirm the date.

- **Upcoming Meeting schedule and programs.**

The May 1<sup>st</sup> Executive Committee and Policy Board meetings are during the ChamberRVA Inter-City Visit to Greenville, SC.

Today's agenda includes a request to cancel the Executive Committee meeting for that day and move the Policy Board meeting to the following Thursday, May 8<sup>th</sup>.

## 6. RRTPO Secretary's Report

Ms. Shickle reported on the following:

- The opportunities for public participation in the LRTP, including a web toolkit that members are invited to share with their constituents.
- Plans for the March 14<sup>th</sup> Symposium.

## 7. Meeting Schedule

Ms. Shickle explained the request to cancel the Executive Committee meeting for that day and move the Policy Board meeting to the following Thursday, May 8<sup>th</sup>.

On motion by Jessica Schneider, seconded by Jody Rogish, the members of the RRTPO Policy Board voted to cancel the May 1<sup>st</sup> Executive Committee meeting and move the May 1<sup>st</sup> Policy Board meeting to May 8<sup>th</sup> (voice vote).

## **B. REGIONAL PLANNING**

No regional planning items on this meeting agenda.

## **C. REGIONAL FUNDING**

### **1. SMART SCALE Update**

Myles Busching presented this update and reported on the recommended list that the Commonwealth Transportation Board is considering. He noted that the region's project applications look very favorable.

There were 50 applications that were eligible for the District Grant Program. Six projects were recommended by staff for funding.

Mr. Busching explained the High Priority Projects Program and its limitations. There were 92 eligible projects.

Overall, there were 270 eligible project applications. He noted that the region's applications were heavily leveraged.

It was noted that this information is preliminary at this point and some changes may occur over the next several months. The CTB will ultimately make the decision on which projects receive funding. There is a possibility that additional projects will be approved.

## **D. PERFORMANCE MEASUREMENT**

### **1. 2025 Safety Performance Targets**

Mr. Busching presented this item and reported that setting safety targets is an annual requirement for the RRTPO as part of the federal performance-based planning and programming requirements. For roadway safety, the RRTPO is required to [track and set targets for five performance measures](#):

- Fatalities
- Fatality Rate (per 100M vehicle miles traveled)
- Serious Injuries
- Serious Injury Rate (per 100M vehicle miles traveled)
- Non-Motorized Fatalities and Serious Injuries

VDOT, in coordination with DMV, sets statewide targets annually for each of these measures. State performance is assessed against these targets by FHWA and the Commonwealth is required to meet or make significant progress toward meeting these targets. The statewide performance targets are informed by an analytical model which factors in vehicle miles traveled, demographics and employment, weather, liquor sales, VDOT maintenance and operations programs spending, DMV

behavioral programs spending, and the expected impacts of SMART SCALE and VHSIP investments. Beginning with the calendar year 2024, states are required to set [level or declining targets](#) for safety.

Based on current trends and federal requirements, the Commonwealth Transportation Board (CTB) has adopted the following targets for 2025 using a flat target for people killed or seriously injured and 2.4% annual increase in vehicle miles travelled.

<b>Performance Measure</b>	<b>2025 Target</b>
Fatalities	819
Fatality Rate	0.894
Serious Injuries	6,829
Serious Injury Rate	7.457
Non-Motorized Fatalities and Serious Injuries	619

MPOs are required to adopt targets no later than 180 days after the CTB each year. The RRTPO has the option to follow the statewide target (level for all measures) or set a separate target for any or all performance measures. In general, FHWA has identified three approaches used in setting performance targets (data driven, goal driven or hybrid).

Board members had questions about why the target fatality number isn't zero. Mr. Busching clarified that the goal is to continue lowering the target; this is a middle-ground approach with the ultimate goal of zero fatalities. Safety is the highest factor used now for planning and scoring.

There was discussion about what the RRTPO does to determine the targets and analyze data. Mr. Busching clarified that regionally the Board has approved a Regional Safety Plan. This was used to develop a high injury network and then analyze what contributes to those injuries and take steps to reduce them.

The regional plan will be updated next year (2020 will be the data overlap year).

There was a discussion about the importance of the extra funds that are required by localities in current projects, such as the I-64 widening. There isn't currently a plan for those funds to be recouped by the localities. Mr. Busching noted that the interstates are not usually included in the high injury network numbers.

Part of the plan was to look at reactivating the Vision Zero Workgroup. The TAC will be discussing that at their meeting next week.

There was discussion about safety concerns with motorized bicycles.

On motion by Kevin Carroll, seconded by Jody Rogish, the members of the RRTPO Policy Board voted to adopt the following resolution (voice vote):

**WHEREAS**, the Safety Performance rulemaking requires MPOs to agree to contribute to meeting the State DOT safety targets or to establish safety targets for each of the five safety measures including number of fatalities, rate of fatalities per 100 million vehicle miles traveled (VMT), number of serious injuries, rate of serious injuries per 100 million VMT, and number of non-motorized fatalities and non-motorized serious injuries; and

**WHEREAS**, the number of fatal crashes in the region has been increasing; and

**WHEREAS**, the Richmond Regional Transportation Planning Organization (RRTPO) desires to reduce the number of people killed and seriously injured in crashes in the region; and

**WHEREAS**, the Technical Advisory Committee (TAC) has reviewed the proposed targets and recommends approval;

**NOW, THEREFORE, BE IT RESOLVED**, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board adopts the following safety targets calendar year 2025:

Description	2025 Target
Fatalities	107
Fatality Rate	1.003
Serious Injuries	843
Serious Injury Rate	7.875
Non-Motorized Fatalities + Serious Injuries	109

**E. PERFORMANCE MEASUREMENT**

There were no performance measurement items on this meeting agenda.

**F. MPO ADMINISTRATIVE RESPONSIBILITIES**

There were no MPO administrative responsibility items on this meeting agenda.

**G. AGENCY AND COMMITTEE REPORTS**

**1. Transportation Agency Updates**

- a. **CVTA** – This report was included in the meeting agenda packet.
- b. **PlanRVA** – Ms. Shickle provided this update and reported that more information about the status of federal grant funds should be available by February 18<sup>th</sup>. There will be a discussion on the matter at the February 13<sup>th</sup> PlanRVA Commission meeting. The PlanRVA report was included in the meeting agenda packet.
- c. **GRTC** – Sheryl Adams reported on current and upcoming GRTC activity.
- d. **RMTA** – Joi Taylor Dean with RMTA reported on Global Safety Week and noted the importance of human behavior being taken into consideration. Ms. Dean left the meeting following her report at approximately 10:35 a.m.
- e. **DRPT** – Tiffany Dubinsky reported on current and upcoming DRPT activity.
- f. **VDOT** – Dale Totten provided this update, which included additional details about the SmartScale approval process.
- g. **FWHA** – There was no FWHA representative present to give an update.

**H. OTHER BUSINESS**

**1. RRTPO Member Comments**

Mr. Hodges commented on the Fall Line Trail and the difference between management and maintenance. He asked about the status of who will be handling those matters, specifically whether it might be PlanRVA or the RRTPO. Ms. Shickle clarified that this issue has not yet been resolved.

PlanRVA would need to be requested by the Commission to take a role.

Mr. Carroll noted that because some trail sections are owned by the localities and others by VDOT, all the owners need to come to an agreement on how management/maintenance will be handled.

**H. ADJOURNMENT:**

Chair Newbille adjourned the meeting at approximately 10:42 a.m.

The next meeting is scheduled for March 6, 2025, 9:30 a.m., in the PlanRVA Boardroom, 424 Hull Street, Suite 300, Richmond, VA 23224 and via Zoom.