

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION  
TECHNICAL ADVISORY COMMITTEE (TAC)**

**MINUTES OF ACTION MEETING**

**Zoom Meeting**

**March 8, 2022**

**9:00 a.m.**

**MEMBERS and ALTERNATES (A) PRESENT:**

<b>Town of Ashland</b>		<b>Charles City County</b>		<b>Chesterfield County</b>	
Nora D. Amos	X	Rhonda Russell	X	Barbara K. Smith	X
Vacant (A)				Chessa Walker (A)	X
<b>Goochland County</b>		<b>Hanover County</b>		<b>Henrico County</b>	
Thomas M. Coleman	X	Joseph E. Vidunas	X	Sharon Smidler, FY22 Vice Chair	X
Austin Goynes (A)	X	J. Michael Flagg (A)		Todd Eure (A)	
<b>New Kent County</b>		<b>Powhatan County</b>		<b>City of Richmond</b>	
Kelli Le Duc, FY22 Chair	X	Bret Schardein	X	Dironna Moore Clarke	X
		(vacant) (A)		Travis A. Bridewell (A)	X
<b>Capital Region Airport Commission</b>		<b>DRPT</b>		<b>GRTC</b>	
John B. Rutledge		Tiffany T. Dubinsky	X	Sam Sink	X
		Grant Sparks (A)		Patricia Robinson (A)	X
<b>PlanRVA</b>		<b>RideFinders</b>		<b>RMTA</b>	
Chet Parsons	X	Von S. Tisdale		Theresa Simmons	
Sulabh Aryal (A)		John O'Keeffe (A)	X		
<b>VDOT</b>					
Liz McAdory					
Nicole Mueller (A)	X				

The technology used for this 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. Voting record tables are attached to the action meeting minutes in Appendix A. A recording of this meeting is available on our [Plan RVA YouTube Channel](#).

**STATEMENT REGARDING VIRTUAL MEETINGS**

Chet Parsons, PlanRVA, shared the statement on virtual meetings.

**CALL TO ORDER**

The Richmond Regional Transportation Planning Organization (RRTPO) Technical Advisory Committee (TAC) Chairman, Kelli Le Duc, presided and called the March 8, 2022, RRTPO TAC meeting to order at 9:00 a.m.

**ATTENDANCE ROLL CALL & CERTIFICATION OF MEETING QUORUM**

Janice Firestone, Program Coordinator, took attendance by roll call and certified that a quorum was present.

### **1. Consideration of Amendments to the Action Meeting Agenda**

Chet Parsons, PlanRVA, presented two amendments to the agenda for consideration: two RAISE Grant Letters of Support and an update on STBG/CMAQ Program Development FY23-28.

On motion of Sharon Smidler, seconded by Dironna Moore Clarke, the RRTPO Technical Advisory Committee unanimously approved the March 8, 2022, agenda as amended (voice vote):

### **2. Approval of February 22, 2022, RRTPO TAC Meeting Minutes**

On motion of Barbara K. Smith, seconded by John O'Keefe, the RRTPO Technical Advisory Committee unanimously approved the minutes of the February 22, 2022, meeting by acclamation (voice vote) as presented.

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

There were no requests to address the Technical Advisory Committee.

### **4. TAC Chairman's Report**

There was no report from the Chairman.

### **5. RRTPO Update**

a. Current Work Efforts

b. Review of Regional Smart Scale pre-application action

Mr. Parsons gave this report to the committee and announced that the policy board considered and approved the 12 applications as recommended as well as providing staff support for PlanRVA's five pre-applications and four applications. If those projects are approved by the PlanRVA Commission staff will compile and submit the applications on behalf of PlanRVA.

There was a discussion about the process of moving from pre-application to application selection. Staff's thoughts are that 10 applications will be submitted. The question is what will happen to the two remaining projects; they could possibly be considered by PlanRVA as two of their applications. Nicole Mueller with VDOT will research the matter and report back as to whether it is allowable.

### **6. Richmond Regional Transportation Safety Plan**

Stephen Read, VDOT, provided an introduction to the plan. Eric Tang, VHB, presented the final report document and explained how the data was collected. He noted that the continued work of the Vision Zero Work Group will be helpful going forward. This regional analysis can be quoted as a resource for Smart Scale applications.

On motion of Barbara K. Smith, seconded by Sharon Smidler, the RRTPO Technical Advisory Committee voted unanimously to recommend RRTPO Policy Board adoption of the Richmond Regional Transportation Safety Plan (see Appendix A):

6.-a. **RAISE Grant Letters of Support (amended agenda item)**

On motion of Dironna Moore Clarke, seconded by Barbara K. Smith, the RRTPO Technical Advisory Committee (TAC) voted to recommend RRTPO Policy Board support of the letters from Henrico County and the City of Richmond (voice vote):

6.-b. **Update - STBG/CMAQ Program Development FY23-28 (amended agenda item)**

Myles Busching, PlanRVA, presented this item to the committee and noted that the draft allocation plan is normally brought before TAC in March of each year. Updated budget figures have not been received so staff is prepared to move forward using figures from last year. A special meeting is being scheduled for March 21<sup>st</sup>.

7. **Transportation Agency Updates**

a. **DRPT**

Tiffany Dubinsky, Statewide Transit Planning Manager at DRPT, introduced Daniel Wagner, new Statewide Transit Planner at DRPT, as the new DRPT alternate TAC representative for DRPT. Ms. Dubinsky also reported on DRPT activities.

b. **GRTC**

Sam Sink, Director of Planning and Scheduling, GRTC, reported on the following current efforts by GRTC staff:

Holding jurisdictional meetings for the Microtransit study.

Working on the Regional Transit Vision Plan

Working to get the RFP for the north-south BRT study out.

c. **RideFinders**

John O’Keeffe, Account Executive at RideFinders, provided an update on RideFinders activities.:

- Applied for Commuter Assistance Program Grant for RideFinders R-Van Program from the Dept of Rail and Public Transportation (DRPT).
- Submitted Commuter Assistance Program monthly vanpool report to Department of Rail and Public Transportation.
- Submitted roundtable discussion to Virginia Transit Association Annual Conference: Vanpooling 101.
- Created, edited and posted January Recap highlighting “by the numbers” snapshot of commutes, regional transportation participation, transit talk, community engagement and other marketing efforts for posting on website and social media platforms including LinkedIn.
- Shared partner updates on Facebook and/or Twitter.
- Created Valentine’s Day video to recap Caring Commutes Week and to continue encouraging citizens to record their “green” commute trips.
- Launched Caring Commutes Challenge – a month-long challenge encouraging commuters to show love for the environment by logging their “green” commute trips during the month.
- Continued promoting “Be the CEO of Your Commute” by promoting recording “greener” trips on ridefinders.com and mobile app and features of the mobile app.
- Continue to work with GRTC on their Micro-transit and Telework projects.

d. **[VDOT](#)**

Nicole Mueller, Planning Specialist at VDOT, provided an update on VDOT activities.

8. **Future Meeting Topics**

Chair Le Duc reviewed the list of future meeting topics.

9. **TAC Member Comments**

There were no member comments.

10. **Next Meeting: April 12, 2022**

Chair Le Duc noted that the next regular RRTPO TAC action meeting is scheduled for April 12, 2022, beginning at 9:00 a.m. A special meeting is being scheduled for March 21, 2022.

11. **Adjournment**

Chair Le Duc adjourned the meeting at 10:10 a.m.

CAP/jf

## **March 8, 2022 - RRTPO Technical Advisory Committee (TAC)**

### **APPENDIX A - Voting Record Table**

#### **6. Richmond Regional Transportation Safety Plan**

The RRTPO Technical Advisory Committee voted unanimously to recommend RRTPO Policy Board adoption of the Richmond Regional Transportation Safety Plan

<b>Jurisdiction/Agency</b>	<b>Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
<b>Town of Ashland</b>	Nora D. Amos	X			
<b>Charles City County</b>	Rhonda Russell	X			
<b>Chesterfield County</b>	Barbara K. Smith	X			
<b>Goochland County</b>	Thomas M Coleman	X			
<b>Hanover County</b>	Joseph E. Vidunas	X			
<b>Henrico County</b>	Sharon Smidler, VC	X			
<b>New Kent County</b>	Kelli Le Duc, Chair	X			
<b>Powhatan County</b>	Bret Schardein	X			
<b>City of Richmond</b>	Dironna Moore Clarke	X			
<b>Capital Region Airport Commission</b>	John B. Rutledge				X
<b>DRPT</b>	Tiffany T. Dubinsky	X			
<b>GRTC Transit System</b>	Sam Sink	X			
<b>PlanRVA</b>	Chet Parsons	X			
<b>RideFinders</b>	John O'Keeffe (A)	X			
<b>RIC Metropolitan Transp. Authority</b>	Theresa Simmons				X
<b>VDOT</b>	Nicole Mueller (A)	X			
<b>TOTAL</b>		14			2

Quorum is at least one-half of TAC's membership to include a minimum of four local government representatives (as per Article V, Section 2 of the bylaws).