

# Central Virginia Transportation Technical Committee

In person (CVPDC Offices) & Electronic Meeting per Policy

Web (audio & video/presentation) access:

<https://us02web.zoom.us/j/84713511092?pwd=VlVRSUxDdjJlMUdOQ3ZwYkEyaTZndz09>

Meeting ID: 847 1351 1092 Passcode: 925571

Phone (audio only) access: 1(646) 931-3860

Thursday, October 13, 2022

10:30 a.m. – 11:30 a.m.

## Agenda

1. Call to Order *Paul Harvey, Chair*
  
2. Approval of Minutes: July 13, 2022 *Paul Harvey, Chair*  
(Attachment 2)
  
3. FY 23 Work Program *Kelly Hitchcock, CVTPO*  
UPWP  
  
SPR
  
4. Matters from the Committee and/or Staff All
  - a. Safe Streets and Roads for All (SS4A) Grant Program
  - b. OIPI Growth & Accessibility Planning (GAP) Technical Assistance Grant Round
  - c. VDOT HSIP Grant Round
  - d. VDOT Ready, Set Go! Transportation Alternatives Grant Program
  - e. US DOT Thriving Communities Program
  - f. CVPDC/CVTPO Transportation Director Position
  - g. Other
  
5. Adjournment - Next meeting November 10<sup>th</sup>

### Informational Items:

- Electronic Meeting Policy (Attachment 1)



## **CVTPO Policy for Participation in Meetings via Video Conference or Telephone<sup>1</sup>**

1. A quorum of the Policy Board members must be physically present.
2. At the beginning of each meeting the Board must vote to allow electronic participation to verify that the policy is being followed by the member claiming exemption from personal attendance.
3. The member must notify the chair or staff on or before the day of the meeting that he or she plans to use the exemption.
4. The member must identify the reason for the use of the electronic meeting provision
  - a) a temporary disability or other medical condition that prevents the member's attendance or
  - b) a personal matter which prevents the member's attendance. The nature of the personal matter must be specifically identified and included in the minutes. There is no definition of what constitutes a "personal matter."
  - c) a family member's medical condition that requires the member to provide care for such family member, thereby preventing the member's physical attendance.
  - d) If a member's personal residence is more than 60 miles from the meeting location, he/she may attend electronically
5. The minutes shall also include a statement as to the remote location where the member is connected electronically.
6. There is no limit to the number of times a member may use:
  - a. the temporary disability or other medical condition reason,
  - c. a family member's medical condition,
  - d. residence more than 60 miles from the meeting location.
7. The use of personal matters (b) is limited to 25% of the annual meetings of the Policy Board.

---

<sup>1</sup> This policy shall also apply to the Transportation Technical Committee (TTC) as they are an advisory committee of the Transportation Planning Organization.

# Central Virginia Transportation Technical Committee

828 Main Street, 12th Floor, July 13, 2022 at 10:30 a.m.

## In-Person and Electronic Meeting

### Draft Minutes

**PRESENT**

Paul Harvey, Chair (U/R) .....Campbell County  
 Mariel Fowler (U/R) ..... Bedford County  
 Josh Moore (U) ..... Greater Lynchburg Transit Company  
 Mariel Fowler (U/R) ..... Bedford County  
 Erik Smedley (U/R) ..... Bedford County  
 Rachel Frischeisen (U/R)..... City of Lynchburg (alternate)  
 Sharon Williams (R) ..... Town of Altavista

**Present via Electronic Meeting**

Daniel Sonenklar (U/R) ..... Virginia Dept. of Rail and Public Transportation

**ABSENT**

Jeremy Bryant (U/R) ..... Amherst County  
 Catherine (Leslie) Gamble (U/R) ..... Amherst County  
 Todd Carroll (U) ..... Liberty University  
 Kevin Jones (U/R) ..... Federal Highway Administration  
 Andrew LaGala (U) ..... Lynchburg Regional Airport  
 Sara McGuffin (U) ..... Town of Amherst  
 Johnnie Roark (R) ..... Appomattox County  
 Russell Thurston (R) ..... Town of Brookneal  
 Mary Zirkle (R) ..... Town of Bedford  
 Rick Youngblood ..... VDOT – Lynchburg District  
 David Cook ..... VDOT-Lynchburg District

*U- Members representing the urbanized area of the region*

*R- Members representing the rural area of the region*

**OTHERS PRESENT (in person or via Electronic Meeting)**

John Morris ..... VDOT  
 Ada Hunsberger .....CVPDC  
 Kelly Hitchcock ..... CVPDC/CVTPO

**1. Call to Order**

Paul Harvey, Chair, called the meeting to order at 10:30 a.m.

**2. Roll Call, Acknowledgement of Electronic Participation of Members and Approval of the March 10, 2022, Meeting Minutes**

Attendance of the members present was recorded.

**MOTION:** Josh Moore motioned, and Mariel Fowler seconded, to approve the minutes of the March 10, 2022, as presented. The motion passed unanimously.

**3. Proposed TIP Amendments**

The proposed TIP Amendments were presented for discussion and CVTPO approval recommendation. Josh Moore, GLTC, provided an overview of the series of GLTC adjustments and amendments.

**MOTION:** Mariel Fowler motioned that the TTC recommend adoption by the CVTPO the FY 21-24 CVTIP Amendments as presented. The motion was seconded by Leslie Gamble and passed via unanimous TTC member vote.

**4. FY 22 Work Program & Project Updates**

UPWP

a. PSI Study

Hitchcock noted that EPR Inc. had completed the PSI study. Additionally, EPR had provided a presentation of the Bedford County locations/recommendations to the Board of Supervisors at their May 9<sup>th</sup> meeting. Erik Smedley noted the presentation went well and generally a positive response. Hitchcock noted that EPR developed board presentations for each locality; copies will be provided.

SPR

a. Systemic Safety

Hitchcock noted each locality had participated in the individual project kickoff meetings with Tim White, Kimley Horn, and Walt Catlett, UVA LTAP. It was noted that Tim White will be evaluating the locality data and that individual locality meetings will take place in July or August. Hitchcock noted the next HSIP application round will open August 1<sup>st</sup> with applications due November 1<sup>st</sup>.

**5. FY 23 Work Program**

Hitchcock confirmed the CVPDC & CVTPO, at the May 17<sup>th</sup> meetings, approved the FY23 UPWP and SPR Work Programs. Hitchcock confirmed the FY 23 budget and noted that, given the current CVPDC staff situation, there would be considerable UPWP rollover funds in both VDOT PL and DRPT 5303 funds. Hitchcock noted that the VDOT UPWP funds would be available for use in the FY24 fiscal year and that the DRPT FY22 UPWP funds would be requested for direct year rollover and would provide the funding foundation for the pending Multimodal project focus.

VDOT FY23 PL Budget: \$229,000 (\$183,920 Fed, \$22,990 State, \$22,990 Local)  
PL Total: \$270,724 (includes FY21 \$40,824 rollover)

VDOT FY23 SRP Budget: \$72,300 (\$58,000 VDOT, \$14,500 Local)

DRPT FY23 Budget: \$144,627; this is an 18% increase from FY22

**6. Matters from the Committee and/or Staff**

a. Safe Streets and Roads for All (SS4A)

Hitchcock provided an overview of the DOT's Safe Streets and Roads for All (SS4A) new program. It was noted that this program will have \$1 Billion available in funding its first grant round. Hitchcock noted that DOT has confirmed the Notice of Funding Opportunity (NOFO)

will be coming out in May and that it is anticipated the first application round will be due in early fall.

Hitchcock noted that she participated in a preliminary grant overview and noted the following key points:

- Has 2 grant options – planning & infrastructure/construction
- \$1 Billion in grant funding each year, anticipated to be \$5 Billion over 5 years.
- All infrastructure and planning are only available to localities with adopted and DOT-approved Comprehensive Safety Action Plan documents. The Comprehensive Safety Action Plans must be developed according to DOT guidelines and must include key elements of Vision Zero Plans.
- All of the Community Safety Action Plan elements will be outlined in the pending NOFO.

Hitchcock noted the SS4A program presents a compelling funding opportunity for CVPDC localities and the CVTPO. Hitchcock requested the participation of one or more TTC members in the early grant program information evaluation to ensure all the information shared is accurate and to assist in presenting information to guide any follow up action.

Erik Smedley, Bedford County and David Cook, VDOT-Lynchburg District, agreed to serve on behalf of the TTC in participating in the SS4A program evaluation. Kelly agreed to forward Smedley and Cook all information received regarding the program and pending information webinars.

- b. VAMPO Webinar: Emerging Environmental Justice Policy & Planning Issues  
Hitchcock shared information about this webinar and noted provided valuable Environmental Justice information.
- c. APBP Webinar Series  
Hitchcock reminded the TTC that the CVPDC/CVTPO had received a license from APBP to host the monthly webinars. Hitchcock noted that she would send webinar information each month, which was free to be shared with any stakeholders/colleagues, about each webinar, held the 3<sup>rd</sup> Wednesday of each month. To participate folks must send an email to Kelly to then obtain the virtual join details. Each webinar is eligible for 1 AICP CM credit.
- d. CVPTD Staff  
Hitchcock noted that Ada will continue to stay home to care for Leo. She will, therefore, no longer lead the TTC/CVTPO but will work for the CVPDC on various projects. Hitchcock noted a win for everyone. Hitchcock further noted that the new Executive Director will begin June 1<sup>st</sup> and that efforts for new transportation staff will be coming.

## 7. Adjourn

There being no further business, and upon Josh Moore motion, seconded by Mariel Fowler, Paul Harvey adjourned the meeting.