
**TPB TECHNICAL COMMITTEE
MEETING MINUTES**

July 10, 2020

1. WELCOME, VIRTUAL PARTICIPATION PROCEDURES, AND MEMBER ROLL CALL

Staff described the procedures and protocols for the virtual meeting and conducted a roll call. Meeting participants are documented in the attached attendance list.

2. APPROVAL OF THE JUNE 5, 2020 TECHNICAL COMMITTEE MEETING MINUTES

There were no questions or comments regarding the May Technical Committee meeting. The minutes were approved.

ITEMS FOR THE BOARD AGENDA

3. REGIONAL CAR FREE DAY 2020 PROCLAMATION

Mr. Ramfos presented information on Car Free Day 2020. He described the global history of the event and explained that improving public health and quality of life through clean mobility and sustainable urban transport is the overall goal of the campaign. Car Free Day is held on September 22 during Mobility Week and one or more areas for pedestrians, cyclists and public transportation users in various cities are set aside during the entire day.

Mr. Ramfos explained that Car Free Day is an open event to all residents in the region who need to make a trip and usually travel in a single occupant vehicle. This year's event falls on Tuesday, September 22, and the goal is that 11,000 residents pledge to go car free or car-lite. He said that the board will be asked to approve a proclamation for the 2020 Car Free Day event this month and the call to action will be for local jurisdictions to adopt similar proclamations in their respective jurisdictions.

The event has a website at (carfreemetrodc.org) which will be updated to begin accept pledges later this month. The site will also have a leaderboard showing the status of those that have pledged along with the type of mode they plan to use on Car Free Day. There are promotional materials such as a poster which will be available virtually this year due to the Coronavirus pandemic. Employers will be able to download the poster from the Car Free Day web site. Facebook and Twitter pages will be used to promote the event as well as influencers, native content articles, and paid social media, like last year's efforts. You Tube and Pandora channels will also be looked into for advertising purposes. Corporate sponsors offering prize opportunities for those pledging will be brought on board to help support the event. Local jurisdictions will also be asked for complimentary transit ad space to promote Car Free Day.

Mr. Ramfos said that due to the current pandemic, Car Free Day events will more than likely be curtailed this year. Partnerships with Clean Air Partners, the American Lung Association, and the American Heart Association will be sought for this year's event as in the past. Last year, a special incenTrip promotion was held that allowed those that pledged to earn bonus points in the app. This is being reviewed again for this year's event. A Capital Area Car Free College Campus Challenge to promote the event on college campuses throughout the region will also be held as last year through a promotional tool kit that will be sent to college campuses in the region. Those email addresses with .edu will be counted towards the challenge. Last year's challenge winner was Georgetown University.

Mr. Ramfos then reviewed an infographic of last year's event which showed pledge numbers from the last several years along with pledge participation splits for each site and mode splits. He explained that new creative materials will be designed for this year's event based on feedback from the Car Free Day Steering Committee. A Health and Safety message will coincide with the Commuter Connections

“Commute with Confidence” guidelines and will play an integral part of the campaign theme. Telework, bicycling and walking will be the prominent modes promoted and to a lesser extent, carpools, vanpools, and the use of public transportation.

4. FY 2021 TRANSPORTATION ALTERNATIVES SET ASIDE PROGRAM FOR MARYLAND TPB JURISDICTIONS

Referring to the handout material, Mr. Swanson briefed the committee on projects in Maryland that were being recommended for funding using suballocated funds from the federal Transportation Alternative Set-Aside Program. He explained that, as a large MPO, the TPB is responsible for selecting projects in all three of its state-level jurisdictions using suballocated TA funding. He gave a brief overview of the TA Set-Aside Program, described the Maryland solicitation process, and the TPB review and selection process.

Mr. Swanson said that only two eligible applications were submitted this year from Maryland jurisdictions. He said that \$2,705,928 was available for FY 2021 and the TPB’s selection panel was recommending \$1,505,881 in funding for the two eligible projects. He said this left \$1,200,047 in unallocated funding that would be rolled over to next year’s suballocation. He said that given the pandemic, it is not surprising that there were not many applications this year. He said that TPB staff, in coordination with MDOT, would seek to encourage more applications next year.

Mr. Swanson described the two projects recommended for funding: intersection improvements in Princes George’s County and Safe Routes to School programming in Takoma Park. He said the TPB would be asked to approve the recommendations at its July meeting.

Ms. Snyder thanked TPB staff for their work on this program.

Mr. Phillips asked if there are any examples in the country of traffic gardens similar to the one planned for Takoma Park.

Mr. Malouff said he thought such a facility exists in Alexandria.

5. SAFETY RECOMMENDATIONS UPDATE

Mr. Schermann briefed the committee about the TPB’s feedback on the proposed safety recommendations presented to them during their June meeting. He noted that the TPB members expressed support for the recommendation to adopt a four-part resolution to improve roadway safety in the region. Discussion among board members centered on the topic of equity. Chair Russell proposed that a statement on equity be included in the resolution. She read this statement to the TPB and many members voiced their support for it. The equity discussions were primarily concerned with enforcement strategies, with the recommendation for the TPB to call on its member states to adopt primary seat belt legislation being a particular focus. He noted that TPB officers are currently working on developing language they can support related to this strategy and also that they are working with DTP staff to finalize the language of the overall resolution that will go to the board in July.

Mr. Edmonson asked whether there had been discussion among board members around the usefulness or appropriateness of bike facilities along various types of roadways, especially related to vehicle speeds on those roadways.

Mr. Schermann noted that this topic was not discussed by the board members and that determining which particular type of bike facility should be developed would likely need to be determined on a case by case basis.

Mr. Srikanth added that no explicit discussion about the different levels of safety provided by different types and locations of bicycle facilities occurred, but that the language included in the resolution encourages provision of pedestrian walkways and bicycle facilities as appropriate.

Chair Nembhard also noted that there is at least one location in central Maryland where a bicycle facility was added to a high-speed divided highway.

Mr. Burns asked about the reasoning behind the inclusion of the strategy to eliminate double right turn lanes, noting that in Frederick County, they have been replacing free rights with signalized double rights to improve pedestrian safety.

Mr. Schermann noted that this strategy was proposed by DDOT and, at least in the urban areas of the District of Columbia, a single right turn lane is safer for pedestrians than a double right turn lane. He also noted that the appropriateness of any listed countermeasure needs to be assessed on as a case-by-case basis.

Mr. Burns also noted that unprotected left turns on four-lane undivided highways are a factor in many rear end crashes and that strategies to address this type of crash would be good to include.

Mr. Schermann agreed and also added that the list of countermeasures provided in the resolution is not exhaustive or comprehensive.

Mr. Phillips expressed concern about language within the equity statement that emphasizes impartiality and makes a universal push for equity without specifying that true long-term equity can require short term reinvestments and partiality to communities and populations that have been historically disadvantaged.

Mr. Srikanth noted that while Chair Russell's equity statement was proposed during the discussion about the safety recommendations, it is intended to apply to everything the TPB does. Therefore, the Chair intends to bring a separate, standalone resolution, featuring this equity statement, to the board in July. He said that the chair and other TPB members are currently working on the language of this resolution and they recognize that in order to mitigate the legacy of disproportionate impacts that past actions have had, there will have to be an intentional preference given in certain actions to address those past disparities.

6. PARTICIPATION PLAN: 2020 UPDATE

Mr. Hayes briefed the committee on work underway to update the TPB's Participation Plan. He referred to his presentation and talked about input received from the advisory committees. He described the Participation Policy outlined in the plan. He said that the Policy Statement, Policy Goals, and the Policy Constituencies received minor updates. He described how the new Policy Principles can help guide staff work and incorporate an equity perspective into participation efforts. He also described the staff guide, a workflow that helps staff determine if their work needs to reach the public. This guide includes tools for determining if work is public facing, if there are federal requirements, and how staff should approach sharing information with the public and including feedback from the public. He said that the plan should be available for public comment at the end of August. He said that the board will be briefed in September and be asked to approve the plan in October.

Mr. Erenrich encouraged staff to look at the end products of participation work. He encouraged staff to make sure that the plan directs people to get involved in the project development phase at the local and state levels. He said it is important to be clearer about how the process is transparent.

Mr. Philips said the presentation would be easier to follow if the slides included visualizations for how the different elements of the policy interrelate. He said that when conducting outreach some places have lots of turn out and others have less turn out. He said it is worth thinking about how the plan can help staff get better turn out by recognizing each community's access.

Mr. Srikanth referenced slide 2 and said that the purpose of the plan is to "reach as many people as inclusively as possible," He said that over the last few years staff have been exploring ways to get more people involved. He described some things that staff have done to make advisory committee meetings more accessible. He also described the purpose of the Community Leadership Institute as a way to make community leaders in the region more knowledgeable about the TPB process. He said staff are always trying new and different things.

Mr. Hayes said there are plans to visually represent the policy and other concepts from the plan. He said that in 2018 staff held three open houses to promote Visualize 2045. He said staff recognize that getting feedback from different groups requires different levels of effort. He said that the plan is not meant to be too prescriptive so that it is not flexible, while still being specific about who the plan is trying to reach.

ACTION ITEM

7. 2020 CONGESTION MANAGEMENT PROCESS (CMP) TECHNICAL REPORT

Mr. Meese presented. Included in the mailout were the full draft report as revised, plus a memorandum summarizing changes to the draft report since it was presented at the June 5 Technical Committee meeting. Changes included responses to comments received from the Maryland Department of Transportation, minor updates and typo fixes, and addition of two sections that were previously marked “still under development” addressing 1) ridehailing services, and 2) the Virginia Smart Scale program.

Mr. Meese requested the committee’s acceptance of this report as final. Chair Nembhard asked for any questions or objections from the committee. None were raised. With no objections, Chair Nembhard announced the report to be accepted by the committee as final. Mr. Meese thanked the Chair and committee and acknowledged the help of James Li and many other TPB staff who contributed to the report.

INFORMATION ITEMS

8. DRAFT 2019 STATE OF PUBLIC TRANSPORTATION REPORT

Mr. Randall briefed on the draft of the 2019 annual State of Public Transportation report, which is still in development, with an expectation of completion by the end of July. The purpose of the report is to provide a concise overview of the state of regional public transportation in the National Capitol Region. The report includes sections on the region’s fixed route transit services, including one-page profile sheets that include information on ridership, operational expenses, fleet size, and number of routes; and then reviews other public transit services, regional public transportation organizations, a list of significant accomplishments in public transportation during the year, and lastly information on how the TPB is assisting with regional public transportation.

Mr. Randall spoke to a presentation. He opened by reviewing the purpose and organization of report and then moved on to summaries of the 2018 National Transit Database (NTD) data used in the report. He reported that over 415 million unlinked passenger trips were taken in the reported year. He clarified that an unlinked trip is a trip for every time a vehicle is boarded, so that transferring between bus lines or between metro lines would be two trips. Metrorail is the dominant transit service in the region, carrying 55% of all public transportation trips, followed by Metrobus with another 29%. He then focused on the local bus systems and the DC streetcar, which carried over 51 million trips of the trips.

Mr. Randall then used three slides to present some of the major accomplishments by each of the region’s transit systems in 2019. He closed with next steps, which include completing the draft report the report, running it by the Regional Public Transportation Subcommittee for review, and then publication of the final report online.

Mr. Erenrich, Montgomery County, asked if some additional data could be included in the report: transit trips per capita and on-time performance.

Mr. Randall responded that he would see what could be done.

9. VISUALIZE 2045: EVALUATION OF PERFORMANCE MEASURES IN THE LRTP ANALYSES

Mr. Ritacco briefed the committee on the status of the evaluation of performance measures in Long-Range Transportation Plan analyses. Mr. Ritacco presented a review of the existing measures used to evaluate system performance against the TPB's policy framework, review planning policy focus areas and measurement gaps, and the process for identifying and developing methodologies for additional measures to be used to evaluate the system performance of the updated long-range transportation plan. Committee members were provided multiple opportunities to provide comment and feedback on the project status up to now.

Mr. Erenrich requested staff consider the impact of Transportation Network Companies, new personal mobility options, and the increase of teleworking accelerated by the onset of the pandemic. Mr. Ritacco and Mr. Srikanth noted the importance of these new modes, the existence of current surveying and data collection by the TPB that tries to track these new mode choices and travel trends, and the challenges of identifying long-term changes in regional travel trends after a singular, high-impact event, citing temporary changes in transit travel preceding a Metro rail safety incident. Mr. Srikanth further noted the objective of this analysis to fully evaluate what the TPB current measures and if those types of modes possibly falling into TPB policy focus areas that are currently underrepresented.

Mr. Phillips noted his interest in providing input and comment to this project after conducting a greater review of the mailout materials, specifically tables cross-referencing the TPB's performance analyses measures against singular terms from the TPB's policy framework.

Ms. Cook concluded the presentation by noting staff's work to create different communication products like shareable, web-based materials, infographics, and videos and graphics optimized for social media posting/sharing. Staff will continue to accept and consider additional member comments and feedback. Following the July TPB Technical Committee meeting, staff will seek to complete the following activities:

- Continue to review, test, and analyze feasibility of proposed new and existing measures;
- Vet and discuss proposed measures;
- Using existing data sources, test the new measures and consider resources needs for new/improved data
- Provide update to TPB Technical Committee.

10. REGIONAL CURBSIDE MANAGEMENT ONLINE FORUM

Mr. Schermann briefed the committee about the regional curbside management online forum held on June 22. He noted that historically curbside management was mostly concerned with on-street parking, commercial vehicle loading zones, and transit stops. In more recent years, new demands for the curb combined with technological innovation have transformed and complicated curbside management.

Mr. Schermann said the June forum provided participants a description of curbside management and an overview of relevant issues. Topics covered included curbside goods delivery issues and strategies, design considerations for mobility at the curb, and new ways of thinking about mobility effectiveness at the curb. Discussions were led by professionals and stakeholders from the public, private, and non-profit sectors. Over 160 people registered for the event with over 140 attendees at the high-water mark. The presentations as well as a recording of the event are posted on the event page.

11. CONNECTED AND AUTONOMOUS VEHICLES WEBINAR

Mr. Meese said that the second webinar in the TPB's series of webinars on Connected and Automated Vehicles took place on June 25. The topic for this webinar was State DOT Activities and Perspectives on Connected and Automated Vehicles issues. Carole Delion of MDOT-SHA, Amanda Hamm of VDOT, and Kelli Raboy of DDOT presented on the status of CAV planning, current projects, and lessons learned at each of their respective DOTs. There were about forty-five attendees for the ninety-minute webinar. During the presentations TPB staff polled participants on their opinions on CAV related issues as they

pertain to the National Capital Region. Poll questions and results as well as video of the event can be found at: <https://www.mwcog.org/events/2020/06/25/tpb-connected-and-autonomous-vehicles-cav-webinar-2-state-department-of-transportation-activities-and-perspectives/>

OTHER ITEMS

12. OTHER BUSINESS

FAMPO update

There were two recommendations from federal certification review for the Fredericksburg Area MPO. The performance-based planning and programming recommendation was executed on time in June. The MOU is a work in progress.

Transit Access Focus Areas

The Transit Access Focus Areas will be shared with the TPB in July and the COG board in August. Comments and feedback can be sent to John Swanson: jswanson@mwcog.org.

National Capital Trail Network

Some comments were received on the National Capital Trail Network. Changes have been made to reflect those comments in the city of Manassas. This will be presented to the TPB in July.

DDOT Amendment

The District Department of Transportation is requesting a TIP amendment to align the TIP with their budget documents. This item will have a 30-day public comment period.

Commuter Connections Employer Awards

The Commuter Connection Employer Awards ceremony was held online. It recognizes employers that promote alternative modes for commuting.

Federal Transit Administration's Innovative Coordinated Access and Mobility Pilot Program Grant

This grant will launch a pilot program for Regency Cab in Montgomery County to test software that will facilitate scheduling the most efficient and effective treatment for people who have dialysis treatment.

Advanced Transportation and Congestion Management Technologies Deployment Grant

This grant covers the placement of congestion management demand technology to be used by employers. The technology will also be accessible to the Equity Emphasis Areas. This grant is a collaboration between the state DOTs, the University of Maryland, and the Greater Washington Partnership.

YouTube Broadcast of TPB meeting

In June the board meeting was broadcast via YouTube. Thirty-one people watched online, and 25 have listened to just the audio. Since the meeting concluded, another 60 people what watched the board meeting.

13. ADJOURN

No other business was brought before the committee.

ATTENDANCE

DC	<ul style="list-style-type: none"> • Mark Rawlings (DDOT) • Kristin Calkins (DCOP)
MD	<ul style="list-style-type: none"> <li style="width: 50%;">• Ron Burns (Frederick County) <li style="width: 50%;">• Victor Weissberg (Prince George's County) <li style="width: 50%;">• Kari Snyder (MDOT) <li style="width: 50%;">• Kyle Nembhard (MDOT) <li style="width: 50%;">• Gary Erenrich (Montgomery County) <li style="width: 50%;">• Alex Waltz (Charles County)
VA	<ul style="list-style-type: none"> <li style="width: 50%;">• Jim Maslanka (City of Alexandria) <li style="width: 50%;">• Meagan Landis (Prince William County) <li style="width: 50%;">• Malcom Watson (Fairfax County) <li style="width: 50%;">• Dan Malouff (Arlington County) <li style="width: 50%;">• Robert Brown (Loudoun County) <li style="width: 50%;">• Ciara Williams (VDRPT) <li style="width: 50%;">• Sree Nampoothiri (NVTA) <li style="width: 50%;">• Sonali Soneji (VRE) <li style="width: 50%;">• Ria Kulkarni (NVTA) <li style="width: 50%;">• Betsy Massie (PRTC) <li style="width: 50%;">• Dan Goldfarb (NVTC) <li style="width: 50%;">• Norman Whitaker (VDOT) <li style="width: 50%;">• Regina Moore (VDOT) <li style="width: 50%;">• Maria Sinner (VDOT) <li style="width: 50%;">• Chloe Delhomme (City of Manassas) <li style="width: 50%;">• Michael Trent (VDOT)
	<ul style="list-style-type: none"> • Mark Philips (WMATA)
TPB/COG Staff	<ul style="list-style-type: none"> <li style="width: 50%;">• Kanti Srikanth <li style="width: 50%;">• Karen Armendariz <li style="width: 50%;">• Lyn Erickson <li style="width: 50%;">• Sergio Ritacco <li style="width: 50%;">• Tim Canan <li style="width: 50%;">• Mike Farrell <li style="width: 50%;">• Andrew Meese <li style="width: 50%;">• John Swanson <li style="width: 50%;">• Mark Moran <li style="width: 50%;">• Bryan Hayes <li style="width: 50%;">• Nick Ramfos <li style="width: 50%;">• Erin Morrow <li style="width: 50%;">• Jon Schermann <li style="width: 50%;">• Paul Desjardin <li style="width: 50%;">• Dusan Vuksan <li style="width: 50%;">• Eric Randall <li style="width: 50%;">• Abigail Zenner <li style="width: 50%;">• Charlene Howard
Other	<ul style="list-style-type: none"> • Chloe Ritter • Glenn • Heidi Mitter • Laurel Hamming • Mi Young Park