
**TPB TECHNICAL COMMITTEE
MEETING SUMMARY**

February 4, 2022

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

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 JANUARY 7 TECHNICAL COMMITTEE MEETING SUMMARY

There were no questions or comments regarding the January Technical Committee meeting. The summary was approved.

ITEMS FOR THE BOARD AGENDA

3. APPROVAL OF FY 2023 AND FY 2024 TAP FUNDING FOR PROJECTS IN VIRGINIA

Mr. Swanson briefed the committee on projects that a TPB selection panel had recommended for funding projects using the TPB's sub-allocation from the federal Transportation Alternatives Set-Aside Program (TAP) for Virginia. He described the program and the selection process. He separately described the eight projects recommended for funding. He said the TPB would be asked to approve the projects at its February meeting.

Mr. Erenrich asked if the recommended projects were for planning, engineering, or construction.

Mr. Swanson said that the projects were all fully funded through construction. However, he noted that most of the projects this year also included earlier stages of project development, i.e., design and engineering work.

Mr. Malouff asked if the overall project readiness of this year's applications was different in comparison with previous rounds.

Mr. Swanson said that more applications in this round were for projects that had not yet initiated design work. This was not so much the case in previous application cycles.

Mr. Srikanth said that the TPB does not have a preference for funding construction over design or planning through this program. He noted that it often is more difficult for a jurisdiction to secure design funding than construction funding.

Mr. Malouff asked if the program would fund applications that were design-only.

Ms. Sinner said that yes, that would be possible. She said that overall program goal is to get projects constructed. She said that once a grant is received, the project sponsor would be on the hook to get it constructed within five years. She noted that this year for the first time, VDOT looked at past performance of applicants in the application evaluation.

Mr. Malouff said that in working through the application process this year, they had discovered during the validation process that projects they thought were ready-to-go were not ready according to VDOT.

Mr. Brown thanked TPB and VDOT for the Sterling Avenue project. He said that Loudoun County has been making a lot of progress in addressing missing ped/bike links.

Chair Arcieri said that this program is very important for small jurisdictions.

4. BRIEFING ON THE DRAFT FY 2023 UNIFIED PLANNING WORK PROGRAM

Ms. Erickson walked the committee through the draft Unified Planning Work Program document and highlighted several discrete activities that staff was planning to undertake in FY 2023. She described Table 1, Table 2 and Table 3 of the budget document, and said that there is about \$18.9 million available to complete the staff workload in FY 2023.

Ms. Erickson described Table 1 - the revenue totals are combined from 3 pots or buckets of funding. It's a combination of new money and old money: 1) new federal money, in this case FFY 2022; 2) there is old money that was allocated to us but was not spent (called prior unexpended, from the 2021 UPWP); and 3) the third bucket is money that won't be spent by the end of this FY, called "carry over" funding. Carry over is essentially "choice" funding, we can choose to roll it over immediately into the next FY, or we can wait 2 years to spend it.

Ms. Erickson said that Table 2 demonstrates the basic framework for how all of the work activities are organized. The ten core activities support the region as a whole, and are structured to follow the federal requirements, starting with the plan. In this table, each major work activity or "category" is identified, and how much is expected to be spent to complete the tasks identified with those activities. These tasks are detailed in the text in the document, and in the outline, which was provided last month. In FY 2023, we do not anticipate any revenue increases from the recently passed federal funding authorization.

Ms. Erickson then described several of the planned activities as listed in the PowerPoint. She observed that typically, once a plan is approved, staff can "catch up" on other federally required tasks, but this time around staff will immediately begin the process to update the plan. Federal Certification Review will occur in the winter 2022/2023 and that is a very intense activity.

Staff has also identified the proposed "Carry Over" funding and asked the Committee to review the memo that was provided. The Board will be asked to approve the carry over funding, the FY 2022 UPWP amendment, and the FY 2023 UPWP in its entirety in March.

5. BRIEFING ON THE DRAFT FY 2023 COMMUTER CONNECTIONS WORK PROGRAM

Mr. Ramfos briefed the committee on the draft FY2023 Commuter Connections Work Program (CCWP) and stated the document was posted as part of today's agenda packet. He began a PowerPoint presentation and stated that there was a companion Strategic Plan for Commuter Connections that includes a mission statement. The benefits and coverage area for the program was also reviewed. Census rankings for carpool and transit show that the region is ranked at the top for both modes and new rankings will be available from the 2020 Census for the presentation to the TPB. Daily program impacts for transportation and emissions as a result of the program were reviewed along with the role of the program in the regional planning process, the cost effectiveness of the overall program, the proposed FY 2023 budget, and highlights of new activities within the program along with a review of next steps for the CCWP.

Mr. Ramfos stated that the Commuter Connections Strategic Plan is updated each fiscal year and includes a definition of Commuter Connections. Local jurisdictions, employers and workers all benefit from the program. Reduced emissions from less traffic, less congestion which leads to better goods movement and tourist travel, and higher recruitment and retention rates for employers are some of the program benefits. Workers experience less stress and decreased commuting costs which help improve their quality of life.

Mr. Ramfos then showed a map outlining the non-attainment area and the areas where Guaranteed Ride Home service is provided, and the locations of commuters registered for ridematching services.

The Commuter Connections program service area is much larger than the non-attainment area for commuters that use the programs. The Washington DC region ranks as one of the top urban areas in total percentage of carpoolers and transit users according to the US Census American Community Survey. These percentages will be updated with newer results from the Census for the TPB presentation later this month. The Commuter Connections program reduces 137,000 daily trips and over 2.6 million daily vehicle miles of travel, and a half ton of NOx and about a half ton of VOC's.

Mr. Ramfos then stated that Commuter Connections is the major TDM component included in the region's federally required congestion management process (CMP). Commuter Connections supports regional air quality goals and the program is shown in Visualize 2045, the TIP, and is also part of the TPB's Endorsed Initiatives. Impacts from the program also help contribute to the region's FAST Act performance measures.

Mr. Ramfos then reviewed the cost-effectiveness of the program based on program impacts which includes eighteen cents for every vehicle trip reduced, a penny for every vehicle mile of travel reduced, \$48K for every ton of NOx reduced, and \$63K for every ton of VOC reduced. There are additional regional Commuter Connections benefits including less air and noise pollution, a reduction in hours of delay, fuel savings, and improved health and safety which lead to better livability and quality of life. Regional cost savings generated for selected societal benefits of Commuter Connections were calculated as well. These program impacts generate about \$700,000 of daily cost savings across these societal benefits.

Mr. Ramfos then compared the FY 2023 proposed CCWP budget to the FY 2022 CCWP budget and the resulting changes for each of the program elements was reviewed. The budget is essentially flat between the two years. Ramfos explained that the FY2023 CCWP budget allocation consists of about 30% of the costs for COG/TPB staff and overhead, 50% of the costs for private sector services, 8% of the costs for pass-thru to local jurisdictions, and just over 10% of the budget is for direct costs.

Mr. Ramfos stated that a notation was added to the beginning of the FY 2023 CCWP document which states that the global COVID-19 pandemic which began in March 2020 and has continued through the beginning of this year has had a profound impact on the use of commuter program services by the public as well as employers. Commuter Connections' programs and services will continue to be monitored and changes will be made in order to address demand for program services. Much of the impacts will be dependent on return to work results and the level of teleworking by workers. He also stated that marketing efforts began in late December to provide information to commuters returning to work on their commuting options.

Mr. Ramfos then reviewed new work activities in the FY2023 CCWP including the administration of MDOT's incenTrip program which expands that incenTrip app through all of Maryland. The 2022 State of the Commute Survey final Technical Report and preparation of a general public report will occur. The 2022 Guaranteed Ride Home In-Depth Applicant survey reports for both the Washington DC and Baltimore regions will be finalized and published. A Bike to Work Day participant survey of riders from the 2022 event will occur and a report will be published on the results. The regional Employer Outreach database will be analyzed, and results will be used in the FY 2021- FY 2023 TDM Evaluation Analysis. Telework data will be collected and analyzed from Maryland employers and results will be used in the FY 2021- FY 2023 TDM Evaluation Analysis. Data will also be collected from 'Pool Rewards and Car Free Day participants and will be used as part of the FY 2021- FY 2023 TDM Evaluation Analysis. A draft FY 2021- FY 2023 TDM Evaluation Analysis report will also be produced.

Mr. Ramfos then discussed the next steps for the review and approval of the document. The program is slated to begin on July 1, 2022.

6. PERFORMANCE BASED PLANNING AND PROGRAMMING: DRAFT 2022 TRANSIT ASSET MANAGEMENT TARGETS

Mr. Randall briefed the Technical Committee on the federal PBPP requirements for setting annual transit asset management (TAM) targets by metropolitan planning organizations. A draft set of 2022 transit asset management targets for the National Capital Region was presented, both a summary by transit provider and then a set of regional targets for each asset class (e.g., bus type), as per FTA guidelines for establishing a single regional target for each performance measure asset class. Targets are usually a few percent and can most easily be thought of as the percentage of assets failing to meet a standard. More information is available in a memorandum and a draft report, included in the meeting materials. These draft targets will be to the board at its February meeting, with final approval scheduled for the March 2022 meeting.

Mr. Randall closed by noting the region spends billions of dollars on transit assets annually, with WMATA's new capital budget out for public comment at two billion dollars for the next fiscal year, while local jurisdictions spend millions, sometimes tens of millions, of dollars annually on replacing transit assets or keeping them in a state of good repair.

Mr. Weissberg noted that Prince George's County is procuring a number of new buses, which will improve their performance for the revenue vehicle performance measure.

Mr. Erenrich asked how the Takoma Langley transit center is report as an asset.

Mr. Randall responded that it is an MTA asset and falls within the MTA state group TAM plan, which reports for local transit assets in the state. A follow up question on the Purple Line was asked, for which the answer is that once in operation it will have to be reported on by the MTA as well. The TPB's TAM targets should cover all transit assets in the metropolitan planning area.

Mr. Ruiz than asked about VRE and the Commonwealth of Virginia's plans for new rail services and track acquisition and construction.

Mr. Randall responded that as that track is placed into service for commuter rail, it will need to be reported on a well, either by the new Virginia Passenger Rail Authority or the Department of Rail and Public Transportation. Eric Randall responded that he would follow up with DRPT on that subject.

7. CLIMATE CHANGE ELEMENTS IN THE LONG-RANGE TRANSPORTATION PLAN – SEEKING MEMBER INPUT ON SPECIFICS

Mr. Srikanth provided an overview of the process for the TPB to develop greenhouse gas (GHG) reduction goals and a set of strategies (projects, programs and policies) to reduce GHG emissions, and to formally adopt these strategies for inclusion in both the TPB's long-range transportation plan, Visualize 2045 (currently being updated), and the TPB planning process. The TPB Chair and two Vice Chairs distributed a memo, which was included in the materials for this agenda item, at the January TPB meeting to outline the process.

Mr. Srikanth referred to two additional documents that were posted for this agenda item - a draft questionnaire for TPB members and a draft cover memo for the questionnaire that will be presented to the TPB in February. TPB Technical Committee members should provide any comments by COB Monday, February 7 so staff can make edits before the TPB mailout. The memo and questionnaire will go to the TPB in draft form and TPB members can provide comments before the memo and questionnaire are formally distributed.

Mr. Srikanth reviewed the draft memo and questionnaire. He noted that the TPB is interested in addressing climate change mitigation in its planning and although climate change mitigation is not a

federal requirement of the MPO long-range transportation plan, the TPB's federal representatives have indicated that it is acceptable for the TPB to include planning elements outside the federal requirements much like the aspirational initiatives that were included in 2018.

Page three of the memo showed the proposed schedule, which was designed to allow TPB members to review the questionnaire and consult with their boards or governing entities because the TPB Chair has emphasized that the input should reflect the jurisdiction's positions rather than that of the individual filling out the survey. Support from the jurisdictions will be needed to have a reasonable expectation that the actions will be taken and the GHG reductions will be realized. There will be a work session prior to the April TPB meeting where draft on-road transportation GHG reduction goals and strategies based on the results of the questionnaire will be presented to the TPB for discussion and to hopefully reach a general agreement on a goal and set of strategies. The TPB would take action on the goal and strategies in May.

Chair Arcieri reminded members to provide comments on the draft documents to staff by close of business the following Monday. He also encouraged members to provide their questions and comments in the chat and noted there were some already there. Comments and questions in the chat included:

Mr. Erenrich wondered the reason to report survey results regionally and not individually by jurisdiction.

Ms. Sinner asked if Mr. Srikanth is aware of any upcoming changes on the long-range plan performance that might include GHG reduction related to Infrastructure Investment and Jobs Act (IIJA) or other? Mr. Srikanth responded that staff are not aware of any additional requirements that the TPB will have to meet in the next five months for the current update of Visualize 2045. He said that it is staff's understanding is that any future additional requirements will go through the formal federal process in the federal register.

Ms. Hoeffner noted that VRE does not have a representative on the TPB but would like to submit comments on the memo and questionnaire. In addition to sending comments to TPB staff, what is the best way to ensure VRE comments are seen by TPB members? Mr. Srikanth responded that he is happy to chat, off-line, about how VRE can provide its input on the climate change questionnaire to the appropriate TPB board member.

Later in the meeting, Mr. Brown commented that he was disappointed that there was no opportunity for discussion of the draft climate change mitigation documents under Item 7. He said that he understood the difficulties planning and conducting virtual meetings, and did not have a solution, but suggested a closer review of the agenda for adequate time. Mr. Srikanth said that he found Mr. Brown's input helpful. Mr. Srikanth noted that although the Technical Committee meets for three hours every month, and it is difficult to manage the time, partially because as Ms. Erickson noted earlier, there is so much work that MPOs are federally required to do and staff have to bring that work to the Technical Committee in a timely manner and in sufficient detail. Every four years when the long-range transportation plan is updated, this challenge becomes even bigger. Chair Arcieri noted that for the next meeting, he would like staff to set aside more time in the agenda to discuss the climate change mitigation work given that it is a high policy priority.

INFORMATION ITEMS

8. INITIAL DRAFT INPUTS FOR THE FY 2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM

Mr. Austin stated that the deadline for completing inputs to the draft FY 2023-2026 TIP was Friday, March 11, 2022. He noted that each implementing agency had been or would be sent imminently a report containing the baseline initial input to the draft FY 2023-2026 TIP. He explained that these initial inputs were derived from initial inputs of conformity-related TIP projects submitted a year ago as part of

the air quality conformity inputs, and from all records in the current FY 2021-2024 TIP that were not presumed to be completed. Projects that were presumed to be completed were those that featured a completion date of 2021 or before and had no funding programmed beyond FY 2022.

Mr. Austin informed the committee that a data field held-over from the previous project database that showed the total project cost was being discontinued from use in favor of a calculation of project cost using funding programmed in the FY 2023-2026 TIP including prior and future fiscal years beyond the four-year active programming window. He noted that, to this end, future funding amounts had been added to projects in the baseline initial inputs so that the calculated total cost amounts would match the previous and discontinued total cost data point.

Mr. Austin also stated that while the draft FY 2023-2026 TIP was released for public comment, TPB staff would place a moratorium on the processing of amendment and modification requests and that following the comment period, only changes to FY 2022 would be allowed.

9. DRAFT 2022 UPDATE TO THE BICYCLE AND PEDESTRIAN PLAN FOR THE NATIONAL CAPITAL REGION

Mr. Meese and Mr. Farrell spoke to a PowerPoint describing the background, purpose, and contents of the draft plan, as well as next steps. Comments should be sent to Mr. Meese or Mr. Farrell by February 17.

Ms. Landis of Prince William County noted that they had received some public comment on their projects in the draft plan. These projects were pulled from their comprehensive plan. However, since then the county has approved several small area plans. Would projects in the small area plans be eligible to be included in this plan?

Mr. Farrell replied that there had been a deadline for submitting projects into the plan, and that we will not re-open that deadline for this iteration of the plan. Both calendar and staff time are short to get this plan adopted. Since TPB has numerous member jurisdictions, there is always going to be something new. He suggested that these projects could be added to a later iteration of the plan. We are going to take another look at the National Capital Trail Network in 2023. Fairfax County also has a major plan slated for completion in that time frame. That might be a good opportunity to do an update of the project database, map, and dashboard.

Another Prince William County representative noted that the City of Manassas had been hearing from the same citizen group and suggested that they have an off-line conversation with Ms. Delhomme.

Mr. Meese concurred. The current database should be treated as a snapshot in time.

10. TPB RESILIENCY STUDY: FINDINGS AND NEXT STEPS

Ms. Cook reviewed the relationship of the TPB Resiliency Study to the past resilience activities by COG and TPB. She highlighted the purpose of the study and primary products produced through the summary, including a [memorandum](#) that summarizes the findings of the regional resiliency planning activities inventory and a [white paper](#). She next highlighted high-level findings of the inventory, noting the study purpose was not to produce a score-card but rather to inform MPO planning activities. Finally, Ms. Cook provided information on next steps for resiliency planning. The TPB Technical Committee did not ask any questions nor make comments on agenda item 10.

The hyperlinks above go to:

visualize2045.org/future-factor/climate-resiliency-and-environmental-health

OTHER ITEMS

11. OTHER BUSINESS

COG hybrid/in person meeting status report

Staff updated the Technical committee that the March Board meeting is currently planned to be in-person with a virtual option. It is not yet decided if the March technical committee meeting will be in-person. Members will be informed once a decision is made.

Reminder – alternating in person and virtual TPB meetings, see memo

Staff informed the Technical committee that a memo is posted with meeting details regarding the alternating in-person and virtual meeting schedule.

Regional Roadway Safety Program abstract due February 11 and applications due March 18

Staff informed the Technical committee that the application period for the 3rd round of the program is currently open. The applications are due Friday, March 18. The optional project abstract due date is Friday, February 11. Any questions regarding the program can be sent to Jon Schermann at jschermann@mwkog.org.

Final CAV Principles

Staff updated the Technical committee that Board approved the CAV principles and noted that two of the principals that were edited. The principles can be seen on the following webpage: <https://visualize2045.org/future-factor/emerging-technologies/>.

Aspiration to Implementation Public Engagement Activity Report

Staff informed the Technical committee that the report for Aspiration to Implementation Public Engagement Activity is complete. This effort helped to identify how the aspirational initiatives are being 'felt' by the people in the region. Feedback was received through an app using QR codes. The report can be found at: <https://visualize2045.org/voices-of-the-region/>.

TLC Applications

Staff informed the Technical committee that the TLC application period is open until Tuesday, February 22. Abstracts have been received and staff are working to send comments back.

USDOT Notice of funding opportunity for RAISE grants

Staff informed the Technical committee that \$1.5 billion is available for grants to improve infrastructure. TPB staff can write letters of support for any jurisdiction or agency sending a RAISE grant application. Applications are due Thursday, April 14.

Staff Update

Staff welcomed new TPB staff to the Technical committee. Rachel Beyerle is joining staff as the Transportation Communications Manager and Joe Limber as a TLC Intern. Also, a transportation planner II or III position is open that will support the Airports Systems Planning Program and other UPWP items.

12. ADJOURN

No other business was brought before the committee.

ATTENDANCE

MEMBERS AND ALTERNATES PRESENT	
Mark Rawlings – DC DOT Jason Groth – Charles County Mark Mishler – Frederick County Kari Snyder - MDOT Gary Erenrich – Montgomery County Andrew Bossi - Montgomery County Victor Weissberg – Prince George’s County Dan Malouff – Arlington County Malcolm Watson – Fairfax County Robert Brown – Loudoun County Matthew Arcieri - City of Manassas Chloe Delhomme – City of Manassas	Sree Nampoothiri – NVTA Sophie Spiliotopoulos - NVTC Patricia Happ - NVTC Meagan Landis – Prince William County Amir Shahpar - VDOT Maria Sinner – VDOT Regina Moore – VDOT Ciara Williams – VDRPT Christine Hoeffner – VRE Nick Ruiz - VRE Mark Phillips – WMATA
OTHERS / MWCOG STAFF PRESENT	
Andrew Austin Andrew Meese Bryan Hayes Charlene Howard Eric Randall John Swanson Kanti Srikanth Leo Pineda	Lyn Erickson Mark Moran Nick Ramfos Nicole McCall Sarah Bond Sergio Ritacco Stacy Cook Tim Canan