
**TRANSPORTATION PLANNING BOARD
MEETING MINUTES**

January 16, 2019

MEMBERS AND ALTERNATES PRESENT

Canek Aguirre, City of Alexandria
Charles Allen, DC Council
Paolo Belita, Prince William County
Terry Bellamy, Prince George's County Executive
Robert Brown, Loudoun County
Allison Davis, WMATA
Christian Dorsey, Arlington County
Dennis Enslinger, City of Gaithersburg
Gary Erenrich, Montgomery County Executive
Libby Garvey, Arlington County
Charles Glass, MDOT
Evan Glass, Montgomery County
Bill Goddard, City of Laurel
Jason Groth, Charles County
Rene'e Hamilton, VDOT
Neil Harris, City of Gaithersburg
Kacy Kostiuik, City of Takoma Park
R. Earl Lewis, Jr, Maryland DOT
Phil Mendelson, DC Council
David Meyer, City of Fairfax
Ron Meyer, Loudoun County
Denise Mitchell, City of College Park
Craig A, Moe, City of Laurel
Bridget Donnell Newton, City of Rockville
Marty Nohe, Prince William County
Mark Rawlings, DDOT
Jeanette Rishell, Manassas Park
Kelly Russell, City of Frederick
Pamela J. Sebesky, Manassas City
Mo Seifeldein, City of Alexandria
Linda Smyth, Fairfax County Board of Supervisors
David Snyder, City of Falls Church
Brandon Todd, DC Council
Dolly Turner, DC Council
Kristen Umstattd, Loudoun County
Victor Weissberg, Prince George's County Executive
Sam Zimbabwe, DDOT

MWCOG STAFF AND OTHERS PRESENT

Lyn Erickson
Tim Canan
Andrew Meese
John Swanson
Eric Randall

Dusan Vuksan	
Daivamani Sivasailam	
Jon Schermann	
Sergio Ritacco	
Abigail Zenner	
Bryan Hayes	
Brandon Brown	
Debbie Leigh	
Deborah Etheridge	
Sarah Bond	
Chuck Bean	COG/EO
Paul DesJardin	COG/DCPS
Steve Kania	COG/OC
Katherine Kortum	TPB Citizens Advisory Committee
Bill Orleans	
Kristin Calkins	DC Office of Planning
Sree Nampootheri	NVTA
Chris Laskowski	Office of Charles Allen
Matthew Krupp	WMATA
Mark Phillips	WMATA
Toria Lassiter	MDOT SHA
Meredith Hill	MDOT SHA
Jim Maslanka	City of Alexandria
Stewart Schwartz	CSG
Ken Fealing	DC/GEOCollaborate
Rob Jackson	TPB/Citizens Advisory Committee
Norman Whitaker	VDOT
Zasheed Walford	
Lee Schoenecker	
Rob Whitfield	Fairfax Taxpayers Alliance
Kari Snyder	MDOT

1. PUBLIC COMMENT ON TPB PROCEDURES AND ACTIVITIES

No members of the public signed up to comment at the meeting.

2. APPROVAL OF MINUTES OF THE DECEMBER 19, 2018 MEETING

Ms. Smyth mentioned that her name was misspelled in the minutes.

Mr. Ron Meyer made a motion, which was seconded by Mr. Harris, to approve the minutes with the correction to Ms. Smyth’s name. The motion was approved, with abstentions from Ms. Garvey, Ms. Sebesky, Ms. Umstattd, Ms. Rishell, Mr. Ron Meyer, and Mr. Aguirre.

3. REPORT OF THE TECHNICAL COMMITTEE

Mr. Rawlings said that the Technical Committee met on January 4. At the meeting the committee reviewed the following items on the TPB agenda: regional highway safety targets and an outline of the Unified Planning Work Program for FY 2020. He said that the committee was also briefed on the final report of the COG board’s traffic incident and management enhancement task force, and a plan to identify a set of regionally prioritized high-capacity transit stations where pedestrian/bicycle access improvement have the greatest opportunity or potential to utilize available capacity and increase transit ridership. He said that the committee was also briefed on a proposal to expand the National Capital Trail

into a trail plan that would cover the entire region. Finally, he said that the committee was briefed on a regional bus provision survey and the latest developments of the Long Bridge study.

4. REPORT OF THE CITIZEN ADVISORY COMMITTEE (CAC) AND THE ACCESS FOR ALL ADVISORY COMMITTEE (AFA)

Ms. Kortum said that the CAC had its last meeting of the 2018 committee on January 10. She said the committee reflected on its work from the last year and provided feedback to staff. She said that the committee focused on and provided feedback around Visualize 2045, transportation equity, and transportation technologies. More detail about their feedback can be found in the CAC report. She said that the committee would like to spend more time thinking about automated vehicles and their possible impact on the Washington region's transportation network. She said that other recommendations for the 2019 CAC are included in the report. She advised the 2019 CAC and board to not give up, even if things do not seem like they are moving forward.

Ms. Rishell asked if the committee discussed the potential impact of autonomous vehicle-only zones being created in the region's larger cities. She said she was particularly concerned about the equity impacts.

Ms. Kortum said that is an excellent cross-cutting issue that touches on technology and equities concerns. She said this particular example did not come up.

Chair Nohe mentioned that Mr. Allen recognized Ms. Kortum's service at the December meeting. He said that he endorsed and reiterated Mr. Allen's praise. He presented the CAC chair with a certificate of appreciation. After a picture was taken, he said that the CAC's work is valuable because it engages citizens in the region and supports the TPB's work.

Ms. Kostiuik said that the AFA met on January 3. At the meeting the committee was briefed on the USDOT's Bureau of Transportation and Statistics 2017 National Household Survey. The National Aging and Disability Transportation Center (NADTC) presented on a transportation needs assessment of older adults, younger adults with disabilities, and caregivers. She said that the NADTC is conducting a national campaign to promote the availability and accessibility of transportation for older adults. She said that TPB staff briefed the committee on the Street Smart campaign and the Visualize 2045 environmental justice report.

5. REPORT OF STEERING COMMITTEE ACTIONS AND REPORT OF THE DIRECTOR

Mr. Srikanth said that the Steering Committee met on January 4 and approved a request from VDOT and Fairfax County to amend the TIP. The amendment adds about \$135 million for the Soapstone Road project near Reston. He said that about \$12 million of the funds are revenue-shared, and the rest are state funds using advanced construction mechanism. He said that details of the project and amendment are on pages 5 to 9 of the Director's Report.

Mr. Srikanth said that in the announcement and update section of the report there is a summary of activities currently underway in response to Resolution R10-2019 that was approved at the December board meeting. He said those can be found on pages 13 to 15 of the report. He said that page 21 has a memo summarizing activities currently underway to help implement some recommendations of the traffic incident management enhancement task force. Page 35 is a memo detailing the completed memorandum of agreement that specify the roles and responsibilities for performance-based planning and programming. The agreement was signed and applies to the TPB, the state DOTs, local DOTs, and transit agencies in the region. Page 27 is a memo informing the board that staff will undertake a study to assess the market potential for one-seat commuter rail service between Maryland and Virginia. The study is being jointly funded by VDOT, MDOT, DDOT, and WMATA.

Mr. Srikanth said that another document was distributed earlier at the meeting that includes two additional items. The first was a copy of the 2019 legislative priorities adopted by the COG board at their

December meeting. The second was a staff memo summarizing the results of an analysis of travel conditions on selected major roadways of the region during the first two weeks of January, during the partial shutdown of federal agencies. He said that traffic operations compared Wednesday and Thursday during the first two weeks this year with the first two weeks of last year. The analysis found that there was considerable reduction in congestion during the morning rush hour on almost all major roadways in the region. He said not much change was noticed during the afternoon rush hour. He said that the COG board issued a letter calling on the president, the Senate Majority Leader, and the Speaker of the House to end the partial shutdown and reopen the government.

Mr. Erenrich said that he was aware that the COG board discussed legislative priorities for transportation but he was not aware of the discussion at the TPB. He said that he would like to advocate for the Federal Transit Administration to be funded with a dedicated source, like the gasoline tax.

Mr. Srikanth said that the legislative priorities were not discussed at the TPB because, as a federally funded entity, the TPB does not advocate or lobby. He said that these legislative priorities are for the COG board, which is totally independent from the TPB.

6. CHAIRMAN'S REMARKS

Chair Nohe thanked the board for putting trust in him to chair the board. He acknowledged new and alternate members: Mr. Aguirre, Ms. Umstadd, Mr. Moe, Mr. Glass, Ms. Garvey, Ms. Mitchell, and Mr. Sebesky. He said this would be his third year on the board, and it is an incredibly active time for the National Capital Region. He said that in the last few generations there have been a number of different accomplishments in the region. He said that the creation of Metro is one. He said that the recent funding of Metro is another. He said that the funding of Metro is significant because it required the work of so many different boards, local governments, and state governments. He said it demonstrates the region's ability to overcome political differences. He said that when the region does a good job the results can be extraordinary. He recommended that the energy that everyone put into funding Metro should continue to make commutes faster, safer, cleaner, and contribute to the economic robustness of the region. He said that adopting Visualize 2045 and the aspirational initiatives is another major accomplishment for the region. He said that the region now has goals for transportation connectivity that are as applicable outside the Beltway as they are inside. He said he looks forward to working with the board to establish the next set of aspirational goals.

ACTION ITEMS

7. APPROVAL OF 2019 APPOINTMENTS TO THE TPB CITIZENS ADVISORY COMMITTEE

Mr. Hayes said that the Citizens Advisory Committee consists of 15 to 24 people from throughout the Washington region who represent diverse viewpoints on long-range transportation policy. He said the mission of the CAC is twofold: first, it promotes public involvement in transportation planning for the region, and second, it provides independent region-oriented citizen advice to the TPB on transportation plans and issues. The CAC term runs from February 2019 to January 2020. He said that in December the CAC elected six people to serve on the 2019 committee. Through a parallel process, applications were collected from more than 50 people across the region. The 2019 TPB officers were tasked with selecting three full members from their state and up to three alternate members. He referred to his memo and named the appointees for the 2019 CAC. He said that the TPB chair is responsible for selecting the CAC chair.

Mr. Allen made a motion to approve the appointments for the CAC. The motion was seconded by Ms. Newton. The appointments were approved.

Chair Nohe said that he has selected Mr. Rob Jackson to serve as the chair. He said that there were

many good applications and that the selection was a challenge.

8. PERFORMANCE BASED PLANNING AND PROGRAMMING: HIGHWAY SAFETY TARGETS

Mr. Schermann said that he briefed the board on the TPB's activities related to roadway safety in November. He said that his December presentation on highway safety targets was postponed. He referred to his report that provided additional information about the safety target-setting requirements for MPOs and the methodology used to develop the staff-recommended targets. He said that federal regulations require that state DOTs and MPOs set highway safety targets every year. The regulations are structured so that states report their targets to FHWA at the end of August every year, and that MPOs report their targets six months later. He said that the TPB adopted its first set of highway safety targets in January 2018.

Mr. Schermann said that there are five performance measures. He said that these performance measures, and underlying data sources, are prescribed in the regulations. He said that the targets are to be data-driven, realistic, and that they are five-year rolling averages. He said targets set last year were for 2014 to 2018, and that this year's targets are set for 2015 to 2019. He said the targets are five-year averages for: the number of fatalities, the rate of fatalities per hundred million VMT, the number of serious injuries, the rate of serious injuries per hundred million VMT; and the number of non-motorist fatalities plus serious injuries.

Mr. Schermann provided a quick overview of the data for 2017. He said that annual fatalities went from 275 in 2016 to 313 in 2017. He said that on the other hand, the region is below target for the serious injury and serious injury rate. He said the number of non-motorist fatalities and serious injuries was slightly lower in 2016 than it was in 2017, but the resulting average is still higher than the target. He said that because of the increase in fatalities it will be challenging to meet the 2014 to 2018 fatality and fatality rate targets that were set last year. Meeting the targets for fatalities and fatality rate would require a very steep decline in fatalities in 2018. He said that there are no regulatory consequences if MPOs do not meet their targets. He said that TPB staff are commissioning a study to better understand what is driving these numbers for the region and how the region can work to move them down.

Mr. Schermann said that staff is recommending no change to the targets for the number of fatalities and for the fatality rate. He said the recommended targets for the number of serious injuries, the serious injury rate, and the number of non-motorist fatalities and serious injuries are all lower than previously set targets. He said that the method for developing these targets is required by regulations and described extensively in the report. In short, each state has its own methodology for setting respective statewide safety targets. He said the methodology used at the TPB incorporated each of those states' target-setting approach, applying each methodology to the safety data for the respective portions of the region. They were then combined into a regional target. He said a new step was added this year which capped results where the numbers exceeded previous targets.

Mr. Schermann read the resolution to the board and encouraged them to adopt it.

Mr. David Meyer said that non-motorized fatalities and injuries will continue to go up as more people use those modes. He said that the region should continue public relations efforts to enhance vehicle driver awareness for pedestrians and bicyclists, and to invest in infrastructure that separates pedestrians and bicyclists from the roadways. He endorsed the resolution and mentioned that there is a causal relationship between reducing traffic congestion, which increases speed and consequently increases fatalities.

Mr. Snyder said that the goals should be more aspirational. He said that the safety of the area's residents should be the most fundamental goal. He urged that the board to add more aggressive language to the resolution.

Mr. Allen agreed that the trend of increased fatalities is troubling. He said that in order to get to the original goal, the number of fatalities will have to decrease by more than 100. He agreed that the region

needs to be as ambitious and aspirational as possible, but he argued that these highway safety targets are meaningless unless there are policies and initiatives to achieve those goals. He said that each jurisdiction should try to hold itself accountable for actually putting in place the types of things that would reduce these fatalities. He recommended that the TPB requests that each DOT report back several times a year on the projects, programs, and policies that they are trying to achieve.

Ms. Smyth said that the data is troubling, but there is not a known explanation for that data. She said if the cause is not known, it will be difficult to reduce the number of fatalities.

Mr. Srikanth said that the state DOTs are in the same position. They are trying to understand why the number of fatalities increased. He said that in each jurisdiction there are different safety outcomes, so they are trying to understand their patterns, so that projects, programs, and policies can be developed to change the trajectory. He said that the TPB is working with the DOTs to initiate a study to understand what is happening to help inform change.

Ms. Garvey said that it is key that this study be done quickly. She said she would like to get periodic reports on findings so that action can be taken before the final study is ready.

Mr. Zimbabwe said that Mayor Bowser announced a staffing of a Vision Zero office with DDOT. The mayor said that this is part of an effort to bring all district agencies together around getting to zero deaths. He said that there is tension between target-setting and aspirational goals. He supports aspirational goals being as strong as possible, and then working to continue addressing the targets. He also said it would be interesting for TPB staff to investigate how the federal government shutdown affected safety.

Mr. Erenrich observed that each state has significantly different rates. He said that understanding the role that infrastructure plays in the difference is important.

Ms. Kostiuik said that these are predictions, not goals, because they are based on historic data. She said that the second to last whereas clause refers to the TPB "remaining focused on achieving our aspirational goals." She recommended changing the language and considering developing more aspirational goals in the future. She suggested, "The TPB will focus on developing stronger aspirational goals to reduce fatalities and serious injuries and will use the annual regional safety targets..."

Chair Nohe observed that there are two concurrent conversations. One about aspirational goals, and the other about the challenge of using a federally mandated process.

Mr. Lewis said that the data is more complex than it appears on the surface. He said that distracted driving is one of the issues. He said that the first fatality is a tragedy, and the hope is to prevent all fatalities.

Mr. David Meyer said that for his career he worked with safety and health issues. He said that in that field they use a triangle of success: education, enforcement, and technical engineering changes. He said he is interested in seeing a micro-analysis of the report for the individual cases, but also a ranking of strategies to reduce those numbers. He said that the triangle of success is tried and true.

Mr. Snyder said that he would like to include an amendment that makes it clear that the TPB will be setting more ambitious foals in the future and that the objective is to exceed the aspirational goals that have been set. He also suggested adding a clause that the DOTs report back on frequent basis with a report on progress in this area.

Mr. Allen proposed language, "Whereas, the TPB requests each member DOT to report back on a quarterly basis about the strategies, projects, programs, and policies initiative to achieve stated goals."

Mr. Snyder made a motion to approve the resolution with the changes.

Ms. Rishell seconded the motion.

Ms. Smyth asked how much additional information is expected every three months.

Mr. Schermann said that safety data often lags. He said suggested that reporting be regular, but not quarterly.

Mr. Allen said that DDOT is moving and advancing a variety of initiatives around safety on a regular basis. He thinks this would create a semi-regular check-in.

Ms. Hamilton said that there is not going to be significant change in data on a quarterly basis. She said that VDOT reports data twice a year.

Ms. Garvey said she'd be fine with six-months if that makes more sense for the DOTs. She noted that she was interested in learning about the findings of the study and wanted to know if the briefings Mr. Allen has proposed would include the study findings.

Mr. Srikanth said that the results of the study will be brought to the board not just at the very end, but throughout the process of the study at the important milestones.

Chair Nohe said he thinks the quarterly language is fine. He said that quarterly does not necessarily have to be interpreted to mean that all three DOTs have to provide a full update that shows dramatic change every three months. Rather, the quarterly requirement in this instance would be largely intended to provide assurance that the TPB would be hearing about this from the DOTs fairly quickly in the next couple of months. He said that the TPB would be receiving quite a lot of information and that the board can always adapt its schedule to respond to that information as the year goes on.

The motion to adopt Resolution R11-2019 to approve regional highway safety targets was approved.

INFORMATION ITEMS

9. VISUALIZE 2045: ENVIRONMENTAL JUSTICE ANALYSIS RESULTS

Mr. Ritacco said that the environmental justice analysis examines the performance of the planned transportation projects of Visualize 2045 through the lens of low-income and minority populations. The analysis seeks to determine if those projects have a disproportionately high and adverse impact on low-income and minority populations. He said the analysis is federally required. He said that the first step of this process was approved by the board in March 2017 when they adopted a method for identifying small geographic areas with high concentrations of low-income and minority populations. These places are called Equity Emphasis Areas (EEA). He referred to a map in his presentation showing the location of EEAs in the Washington region. When comparing the impact of planned transportation projects on EEAs to the rest of the region, the analysis found that Visualize 2045 did not have a disproportionate and adverse impact on low-income and minority populations.

Mr. Ritacco described the findings. He said that in none of the measures that were analyzed did the EEAs bear a burden while the rest of the region was forecast to benefit under the same measure. In seven of the ten analyzed measures, both EEAs and the rest of the region are forecast to benefit. In one of ten measures, EEAs were actually forecast to benefit while the rest of the region was expected to experience a burden. In two of the ten measures, both EEAs and the rest of the region were forecast to bear a burden. He said that the ten measures were: 1) average number of jobs accessible by auto; 2) the average number of jobs accessible by transit; 3) the average number of jobs accessible by high capacity transit; 4) average number of jobs accessible by bus; 5) population with walkable access to high capacity transit; 6) population with walkable access to bus service; 7) average commute time by automobile; 8) average commute time by transit; 9) average time to closest hospital by automobile; 10) average travel time to closest hospital by transit. He said that the federal requirements for the analysis are twofold. First, the analysis must examine whether the impact of the projects is a burden. Second, if there is a burden, the analysis must examine whether that burden is being predominantly borne by EEAs at a greater rate than the rest of the region. He referenced a detailed methodology and findings in the

executive summary of the analysis that was distributed to the board.

Mr. Ritacco said that in an analysis like this, in which the future is forecast, there is a healthy degree of uncertainty associated with the assumptions. He said that TPB staff are using the best data available. He said that Visualize 2045 passes the federal requirements and there is general parity between EEAs and the rest of the region. He said that there are opportunities to improve outcomes.

Mr. Allen said that the TPB is doing a better job of having equity be a part of conversations. He asked if it was possible to distinguish what types of jobs will be available.

Mr. Ritacco said that TPB staff draw on local jurisdictions for data about expected jobs, but that there is no data with the level of detail that differentiates job by type.

Mr. Allen said that understanding the types of jobs that are accessible to EEAs would help focus on economic justice. He suggested continuing to work to refine the data.

Mr. Zimbabwe said that the analysis does not predict where EEAs will be in the future. He was curious to know if the EEAs are shared across all of COG to inform decisions about affordable housing and other equity-based investments.

Mr. Ritacco said that this analysis was developed in collaboration with the COG planning directors committee. He said that this data has been made available to the planning directors and health directors, so they may use it as appropriate.

Mr. Zimbabwe said he understands why there is not a more detailed sub-area analysis, but he was worried that the analysis risks losing an emphasis on the east/west divide and other challenges in the region. He said that according to this report, the east/west divide will persist into 2045.

Mr. Srikanth said that the presentation addressed the regional nature of the findings, but that corridor or sub-area impacts would need to be looked at further.

Ms. Umstattd said that there are two affordable housing projects under consideration in Loudoun County. She said that both are located outside any existing bus corridors. She said these projects were promoted because more affordable housing was needed, but she worries that these types of projects should not be promoted because they are not served by bus at all. She asked how TPB staff can help communicate these concepts to jurisdiction staff.

Mr. Srikanth said the TPB will make sure that this information is shared with all appropriate TPB and COG committees and subcommittees. He said that the data was on a regional level, and there is some indication that it may be worth taking a deeper look at the data in more focused areas. He said that TPB staff are also available to travel to the different jurisdictions and share this information.

Mr. Erenrich said that all transit operators have to deal with Title VI analysis. He said he thinks it would be useful if the Title VI analysis and the environmental just analysis could be blended together.

Ms. Newton said that Rockville is trying to require a certain percentage of affordable workforce housing within each new development. She said people need to live in areas with mixed income housing so that all of the benefits are shared.

Mr. Glass asked what happens when transportation upgrades are completed, and new systems created. He asked about naturally occurring migration and how that might affect the future.

Mr. Srikanth said that the analysis will be updated as that migration happens. He said he hopes that updates to the analysis reflect changes in projects, programs, and policies that have been implemented locally and are also captured in the region's long-range transportation plan. He said that across the country and in this region, it is an ongoing struggle to figure out how to address displacement in a community when investments are made.

Mr. Harris asked about the urban/rural divide. He said that EEAs seem to be more urban, so that access

to jobs and transit seems more likely, when compared to similar areas in rural environments. He asked if it was possible to analyze the data from a rural perspective.

Mr. Ritacco said that the analysis was done for the entire TPB planning area. He said that EEAs tend to be in more urban parts of the region. He said those urban EEAs should be closer to jobs and transit than those in rural areas.

Ms. Kostiuk asked if the data for the average number of jobs accessible by transit includes both walk and drive to transit.

Mr. Ritacco said that it includes all forms of transit access. He said measures 3 and 4 look specifically at walk access to high-capacity transit and walk access to bus. There was also a bus transfer to high-capacity transit, which also played a role.

Ms. Kostiuk echoed other board members comments about the difference between the types of jobs people in EEAs have access to. She said it is important to recognize that the analysis is looking at the impact of Visualize 2045 and not the existing equity in the area.

Ms. Garvey asked if this is part of COG's current activities related to equity.

Mr. Srikanth said that COG is looking holistically at equity. He said that the environmental justice analysis looks at equity through the lens of transportation mobility and accessibility. He said that the analysis and the underlying data is being shared with COG and its committees to inform efforts that look at other aspects of a community.

Ms. Garvey said that there is always a desire for more data. She said that equity is a three-legged stool: housing cost, child care cost, and transportation cost. She said that the more that silos can be broken down the bigger the impact that could be had.

Ms. Kortum said that the CAC suggests that by 2045 a COG-wide goal should be to reduce the total number of EEAs, rather than focusing on access that each of them has. She said this would be an indicator that the region has overall become more equal.

10. PERFORMANCE-BASED PLANNING AND PROGRAMMING: DRAFT TRANSIT ASSET MANAGEMENT TARGETS

Mr. Randall said that his presentation on performance-based planning and programming covers something that the region spends hundreds of millions of dollars on every year, which is maintaining the transit system in a state of good repair. He said that this is called Transit Asset Management (TAM). He referred to his memo which describes the purpose of this briefing and a draft report with additional information on TAM and draft targets. He said that this is an informational briefing and that the board will be asked to approve draft targets in February.

Mr. Randall said that the Federal Transit Administration made the rule for performance-based planning and programming in 2016. He said that the TPB adopted an initial set of TAM targets in June 2017. He said that the transit providers that get FTA funds are now required to set targets for TAM annually. He said that there are four basic performance measures for TAM. He said the first looks at vehicles that generate revenue, like buses and trains. Second, it looks at service vehicles, like tow trucks and support vehicles. He said that the performance measures for these are set based on age. He said the next two performance measures cover infrastructure. One is for rail systems only, which looks at whether the rail system is in good shape and the other looks at stations and facilities. Both of these measures are conditions-based.

Mr. Randall said that providers with more than 100 vehicles reported directly to the FTA in October. He said Metro has roughly 80 to 85 percent of vehicles and facilities in the region. They set zero percent targets. None of their rail cars or buses are expected to exceed their useful life. He said that 11 percent of Metro's service vehicles are expected to exceed their useful life. He referred the board to his memo to

learn more about targets for other providers in the region.

Mr. Randall said that this is the first time these targets are being set on an annual basis. He said that in February the board will approve 2019 targets. He said that next year performance data will be available for those targets, which will provide useful comparison for setting 2020 targets.

11. REVIEW OF OUTLINE AND PRELIMINARY BUDGET FOR THE FY 2020 UNIFIED PLANNING WORK PROGRAM (UPWP)

Ms. Erickson referred to her memo with summarizes the scope of work for the 60 or so staff that work at the TPB. She said that sharing this summary outline is the first step of three. At the February meeting she will present a high-level presentation describing what the TPB does. She said that the budget is still being prepared. She said it will be discussed at the February 1 Technical Committee meeting before being presented to the board later that month. In March, the TPB will be asked to approve the work program.

OTHER ITEMS

12. ADJOURN

No additional business was brought before the board. The meeting adjourned at 2:03 p.m.