

National Capital Region Transportation Planning Board

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Item #5

MEMORANDUM

April 13, 2010

TO: Transportation Planning Board

FROM: Ron Kirby,
Director, Department of Transportation Planning

RE: Update on Planning for the "Conversation on Setting Regional Transportation Priorities," May 26, 2010

At its meeting on November 18, 2009, the TPB voted to host an event on regional transportation challenges and opportunities, with a focus on the region's process for setting priorities. On April 12, 2010, a Planning Team was convened to discuss this program and solidify the agenda. This memo provides an update on the planning for this event, offers a draft agenda, and provides planning logistics.

What is the Conversation on Setting Regional Transportation Priorities?

The Conversation on Setting Regional Transportation Priorities will be an invitation-based event involving approximately 100 participants that will include TPB members, TPB Technical Committee members, members of the CAC, and representatives of other committees and subcommittees in the TPB committee structure. Press will be invited. The Conversation will feature presentations and interactive discussion of regional transportation challenges and opportunities, and possibilities for enhancing the process of setting and implementing regional priorities. The Conversation will also provide an opportunity to address the Citizens Advisory Committee's recommendation that the TPB should develop a long-range regional transportation priorities plan. The Conversation will be invitation-based. Registration will be required, but there will be no registration fee. Peter Shapiro will provide formal facilitation services for a portion of the Conversation.

When and where will it be held?

The Conversation will be held Wednesday, May 26 from noon to 3:30 p.m. at the Hyatt Regency (400 New Jersey Avenue, NW, about four blocks from COG's office).

DRAFT AGENDA
Conversation on Setting Regional Transportation Priorities
Hyatt Regency Capitol Hill
May 26, 2010

- Noon – 12:15** **Registration**
- 12:15 – 12:45** **Working Lunch and Opening Remarks**
The Honorable David Snyder, Chairman, TPB
- Buffet lunch to be provided
- 12:45 – 1:15** **Overview of Regional Transportation Challenges & New Opportunities**
This presentation will be shared by the three TPB officers: David Snyder, Todd Turner and Muriel Bowser.
- **Where We've Been, Where We Are Today**
David Snyder
Some background on regional goals, accomplishments and realities.
 - **What We Are Currently Doing in Pursuit of Our Regional Goals**
Todd Turner
Brief overview of what the TPB is doing to pursue regional goals, along with an assessment of future trends.
 - **The Emerging Policy Context and Opportunities**
Muriel Bowser
The TPB is being called upon to conduct more expanded long-range planning activities in a changing policy context. But given severe funding constraints and other pressures, how do we provide a planning framework that both fulfills our regional goals and is realistic?
- 1:15 – 1:25** **Recommendation to Develop a Regional Transportation Priorities Plan**
Presentation by CAC Chair Maureen Budetti
The TPB's Citizens Advisory Committee has recommended that the TPB develop a regional transportation priorities plan that would identify unfunded priority projects and provide a big-picture context for understanding the TPB's Constrained Long-Range Plan.
- 1:25 – 1:30** **Setting the Stage for a Conversation**
Peter Shapiro

1:30 – 2:45

How Do We Move Forward?

Interactive Round Table Discussions

- Each of ten tables will engage in a focused conversation based off of one guiding question, and 5-7 accompanying questions and statements that will be provided in a hand-out to each participant. By reframing the guiding question, the accompanying questions and statements serve as a springboard to enhance conversation, spark new ideas, and provide additional means to engage participants.
- Each table-top conversation will be facilitated by an elected official (to be selected), who will ensure that the group stays on task. TPB staff, in conjunction with Peter Shapiro, will prepare facilitation guidelines to be shared with each facilitator prior to the program.
- Each table will have a designated scribe (TPB staff member). The scribe is charged with recording salient points of the conversation, and will not participate in the conversation. All scribes will collaborate to synthesize the information after the Conversation is over.

2:45 – 3:00

Break

- Participants break and have refreshments
- Scribes synthesize salient points and deliver to Chairman Snyder.

3:00 – 3:30

What Have We Heard and Where are we going?

Concluding comments by David Snyder

- Chairman Snyder reports back salient points in plenary session, invites comments and discussion from the participants, and offers concluding remarks and next steps.

Event Logistics

1. Invitation-based event with RSVPs required by May 7, 2010.
 - Board members/alternates (40)
 - Technical Committee (25)
 - Citizens Advisory Committee (15)
 - Other TPB Committees/Subcommittees (10)
 - Staff (DTP, OPA, EO, Facilitator) (12)
 - Press (4)

2. Registration/set-up
 - Badge
 - Name plates
 - Assign attendance at tables to ensure “mixing” of jurisdictional representation as well as TPB members, Tech Committee members, CAC, and other TPB Committees/Subcommittees
 - Separate table for press
3. Copies of all PowerPoints, latest Region magazine to be provided
4. Buffet lunch provided before the session begins. Attendees encouraged to introduce themselves at their assigned tables. During the session coffee, tea, soft drinks, snacks will be provided at a table in an outside room.

Planning Schedule

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| March 10 – 11 | Review by TPB chair
Inform, seek comments from TPB officers |
| March 11 | Review outline at CAC meeting
Seek discussion on CAC presentation |
| March 17 | Announce date, time, invitations at TPB |
| April 12 | Planning Team convenes |
| April 14 | Invitations sent out via email |
| April 15 | Discuss CAC presentation at CAC meeting |
| May 7 | Participant RSVPs due |
| May 7 | Review PowerPoint presentations of TPB Officers at Tech Committee |
| May 13 | Final review of CAC presentation at CAC meeting, briefing provided of PowerPoint presentations of TPB Officers |
| May 19 | Update to TPB on agenda & RSVPs received |
| May 26 | Event |
| June 16 | Report results of Conversation at TPB Meeting |