



NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD

MEMORANDUM

TO: TPB Technical Committee

FROM: Jon Schermann, Department of Transportation Planning

SUBJECT: October TPB Work Session on Policy Aspects to Include in the Regional Freight Plan

DATE: September 25, 2015

Overview

At the direction of the TPB, a work session to gather Board members' input on policy aspects to include in the National Capital Region Freight Plan will be held immediately prior to the October 21 TPB meeting. Based on discussions held during this work session, staff will craft a new policy section of the draft Plan for TPB review and approval at future meetings. This policy section will complement the technical elements developed by the TPB's Freight Subcommittee and staff, resulting in a robust Plan that better meets the needs of the National Capital Region.

In July, TPB Chairman Phil Mendelson identified hazardous materials transport and the shared use of freight rail lines by both passenger and freight trains as topics of particular interest to the Board. To facilitate discussion on these topics as well as any other freight policy issues that Board members' want to address, staff is inviting a broad range of public- and private-sector freight stakeholders to the work session. They will bring a variety of specialized expertise and will be able to answer questions and provide relevant perspectives for the benefit of the Board.

Structure of the Work Session

The work session will be led by TPB Chairman Phil Mendelson and will include the following:

- Welcome and Opening Remarks - Chairman Mendelson will kick off the meeting and provide opening remarks.
- Review of Strategic Freight Issues / Overview of Draft Freight Plan - TPB staff will provide a brief overview of strategic freight issues and trends impacting goods movement in the region, and outline the contents of the draft National Capital Region Freight Plan.
- Summary of Stakeholder Comments - TPB staff will summarize information that stakeholders want the TPB to be aware of as it begins its policy discussions.
- Board Discussion - Chairman Mendelson will lead the discussion of policy aspects to be included in the Freight Plan. The Chairman may call upon both Board members and other stakeholders in attendance for information or clarifications.
- Chairman's Comments/Summary - Chairman Mendelson will provide comments and adjourn the work session.

Stakeholder Participation

To provide relevant information for board members to consider during their deliberations on the policy aspects to be included in the National Capital Region Freight Plan, DTP staff has solicited written information from the following freight stakeholders and invited them to attend the TPB work session:

- State departments of transportation
- Commuter and passenger rail agencies
- Freight railroads
- Business, trucking, and railroad associations
- Private businesses
- TPB Technical Committee and Freight Subcommittee Members
- Others

Next Steps

Following the work session, staff will produce a short summary of the morning's discussion for review at that afternoon's TPB meeting. Based on the discussions at the work session and at the TPB meeting, staff will draft a new policy section of the Freight Plan and present it to the TPB for their review and comment at future meetings. After the policy section has been approved, DTP staff will return to the TPB to present the completed draft National Capital Region Freight Plan for review and comment by the Board.

Solicitation of Stakeholder Input

In preparation for the October 21 work session, TPB staff invites written input from all stakeholders regarding information that the TPB should be aware of as they begin their freight plan policy discussions, with a preferred emphasis on informative facts and figures. Note that there will be future opportunities to comment on the draft plan and any policy statements that the Board includes (such policy statements have not yet been developed).

Draft Text of the Solicitation of Stakeholder Input

Dear [insert stakeholder name]:

The Transportation Planning Board (TPB) is holding a special work session to discuss the policy aspects to be included in the National Capital Region Freight Plan. The Board has expressed particular interest in developing policy statements pertaining to hazardous materials transport and the shared use of freight rail lines by passenger and freight trains, although discussion of other freight policy issues is also likely to occur.

As an important regional freight stakeholder, we invite your organization to:

- 1) Provide written input regarding information that the TPB should be aware of as they begin their freight plan policy discussions. This input should emphasize informative facts and figures. TPB members will be provided this written information ahead of the work session. TPB staff will also summarize key elements of the input from all stakeholders and report it to the Board during the work session.
- 2) Attend the work session; stakeholders may be called upon to provide additional information or clarification during the Board's deliberations.

In order to provide enough time for Board members to review your input, and for TPB staff to compile input from all stakeholders, we need to receive it by close of business on October 9, 2015. Whether your organization provides written input or not, you are encouraged to attend the work session.

The work session will be held on October 21, 2015 from 10:30 am – 11:45 am at:

Metropolitan Washington Council of Governments
777 North Capitol Street, N.E.
Washington, DC 20002
Board Room – Third Floor
[Directions Web Site](#)

Please send your written input to me and also let me know if someone from your organization will attend the work session.

Thank you and best regards,

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