



National Capital Region  
**Transportation Planning Board**

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**Technical Committee Minutes**

**For the meeting of  
May 3, 2019**

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**TRANSPORTATION PLANNING BOARD**  
Technical Committee Meeting

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**Minutes**

**1. Welcome and Approval of Minutes from the April 5, 2019 Technical Committee Meeting**

The minutes of the April 5, 2019 Technical Committee Meeting were approved unanimously.

**2. Approval of Technical Assistance Recipients Under the FY 2020 TLC Program**

John Swanson, TPB staff, briefed the committee on the recommendations of the Transportation Land Use Connections (TLC) selection panel. He shared that the panel met on April 29 and recommended 13 projects for \$680,000 in funding for FY 2020 noting that the TPB received 25 applications representing a combined request of \$1,325,000. He provided information on the origin and background of the program and an overview of the selection process. He then described each of the recommended projects individually noting that the TPB is scheduled to vote on the panel's recommendations on May 15. After that, consultant procurement will begin. The projects should be ready to begin in the fall with completion scheduled for May 31, 2020.

Chair Rawlings asked if the applicants that were not successful will have the opportunity for debriefing.

Mr. Swanson said that yes, staff will be available for debriefings after this year's projects are approved by the board on May 15.

**3. Activities to Address Safety Challenges in The Region: MDOT**

Jon Schermann, TPB staff, briefly reviewed the events leading to the TPB's request for quarterly state DOT safety presentations. He then introduced Cedric Ward, the Director of MDOT SHA's Office of Traffic and Safety.

Mr. Ward then spoke to a presentation on Maryland's safety programs. The presentation included an overview of Maryland's Strategic Highway Safety Plan (SHSP), fatal and serious injury crash trends at the state level and for the Maryland portion of our region, the primary factors contributing to fatal crashes, and the actions underway to reduce fatalities and serious injuries.

Maryland is currently operating under the 2016-2020 SHSP. Development of the next SHSP is slated to begin later this year. Maryland has been a "Towards Zero Deaths" state, but the General Assembly passed legislation that would make Maryland a "Vision Zero" state when signed into law. Nearly 60 percent of fatalities are related to impaired driving, unbelted vehicle occupants, and speeding.

Maryland's crash infrastructure-related crash mitigation efforts are applied in the areas of spot improvements, systemwide improvements, and commercial vehicle improvements. Spot improvements involve identifying and targeting intersections and corridors with high crash severity and implementing safety improvements at those locations. Systemwide improvements identify, develop, and implement improvements across the system to address safety. Commercial vehicle improvements identify and implement safety initiatives for trucks, buses and other commercial vehicles.

Maryland also focuses on pedestrian and bicyclist safety through pedestrian road safety audits, sidewalk programs, safe routes to school and implementation of the Urban Mobility Program which includes lower speed limits, continental crosswalks, no turn on red, and leading pedestrian intervals.

Bob Brown, Loudoun County asked if MDOT, VDOT, and DDOT ever sit down together to discuss their respective safety issues and exchange ideas. Mr. Ward noted that Maryland safety officials get to meet with officials from all of the other states, including Virginia and the District of Columbia at

national conferences and in fact he has just returned from one such conference in Florida and furthermore we have contacts with each of our neighboring states. Mr. Kerns (from the Maryland Highway Safety Office) added that conferences such as AASHTO, GHSA, Lifesavers, and Traffic Records each provide opportunities to share ideas with the other states.

Gary Erenrich, Montgomery County, asked about how safety data is used to make programming decisions. He also noted that VDOT addressed this issue in their presentation to the committee. Mr. Ward responded that, like every other state, Maryland receives dedicated safety funding through the Highway Safety Improvement Program. Every year the results of the network screening process is reviewed to identify projects to satisfy the HSIP program. In addition, state funding is allocated for safety improvements based on crash severity data. This effort is competitive on a statewide basis where the best projects are moved forward.

In response to a question from Jim Maslanka, City of Alexandria, about incorporating demographic and language data in safety analysis, Mr. Ward agreed that cultural differences are an issue in many cases and that the state works to address them in part through outreach to and inclusion of community members within pedestrian roadway safety audit teams. Mr. Kerns and Anyesha Mookherjee of Maryland Highway Safety Office added that demographic data are not always available within in the crash data and that in areas with more transient populations education and outreach efforts need to be done more often.

#### **4. FY 2021-2026 TIP Update: Solicitation of Inputs and Air Quality Conformity Analysis**

Andrew Austin, TPB staff presented the Technical Inputs Solicitation Submission Guide to the committee. The focus of this update is on the TIP so we are only asking for minor project updates at this time. If there are conformity updates, those projects must already in the plan, the financial plan, and/or fiscal constraint must already be demonstrated as we are not updating the Visualize 2045 Financial Plan. He stated that inputs for the conformity analysis for the Visualize 2045 update and FY 2021-2026 TIP were due by May 31 and that financial inputs for the TIP would be due on December 20. He provided an overview of the rest of the schedule noting that the new TIP and conformity analysis would be approved in May 2020. Mr. Austin also noted that while the new TIP database was being implemented, submitting agencies should still continue to use the iTIP database for their submissions at this time.

Jane Posey reviewed a memo that lists detailed coding assumptions for projects in the Visualize 2045 transit networks and asked the committee to review the memo and provide any updates to the detailed coding assumptions by July 5th. She noted that the memo is posted with the meeting materials on the COG/TPB website.

Mr. Erenrich asked how flex bus service is coded. Ms. Posey responded that flex service is not included in the network coding, but that in the past, when TERMS were needed to meet the air quality conformity requirements, emissions benefits from those routes would be calculated in an off-line process. She noted that the region does not currently do TERM analyses. Mr. Erenrich stated that Baltimore claims to have 40K scooter trips per week, and suggested that the region should analyze the impacts of scooter trips.

Ms. Posey agreed, and noted that it is the same situation for bikeshare. She indicated that while the current travel demand model does not account for the impact of scooters, that the next travel demand model might, but that will be not be developed in the near future. Mr. Erenrich suggested that data could be acquired from the vendors about trips, miles traveled, and emissions benefits.

Ms. Posey said that would be a good idea. Kari Snyder, MDOT noted that the Maryland General Assembly plans to establish a task force to meet over the summer to study the impacts of dockless vehicles and are coordinating with VDOT to get information regarding how others around the country are dealing with these vehicles. A number of bills relating to regulation of dockless vehicles have been developed. Ms. Snyder indicated that Maryland could share information that they collect.

Dan Malouff, Arlington County asked if there is a central location where these data from around the country are shared. Lyn Erickson, TPB staff, stated that there is an upcoming dockless workshop, and that she will bring up the question. Mike Farrell, TPB staff, noted that there have already been two of these workshops, which are scheduled every 6 months, where people share information. Mr. Malouff suggested we might want to put data in the clearinghouse. Tim Canan, TPB staff noted that there is on-going discussion about the clearinghouse and what kind of data will be housed there.

Ms. Posey noted that if we do analysis for dockless vehicles, we will need to make assumptions about the type of trip that is being replaced. Mr. Erenrich said that Baltimore and Portland completed surveys that asked that information and suggested that many dockless trips are removing auto trips.

## **5. Recap of Federal Certification Review**

Lyn Erickson, TPB's Plan Development and Coordination Director, reminded members of her previous iterations regarding the Federal Certification Review and provided context as to why it is required. She noted that the review is risk based and began with a desk audit followed by an onsite review which occurred on April 10 and 11.

She noted that the intent of the onsite review was to generate a productive discussion regarding the MPO's activities, products, best practices and areas where improvements can be identified. TPB staff were asked to provide an overview of the MPO's process, details on what has been done in relation to the outcomes of previous certification reviews, performance based planning letters of agreement, the FAMPO planning and coordination agreement, the long range plan, the TIP, the UPWP, financial planning, fiscal constraint, TMA coordination, public involvement evaluation, environmental justice, Title VI and ADA and bike and multimodal transit and TDM planning.

Ms. Erickson shared that the next steps will be the compilation of a findings report by the FTA and a summary to the TPB by the regional FTA representative and a final report to be presented to the TPB in June. She anticipates that the report will include recommendations on improving the FAMPO agreement, enhancements to our monthly UPWP reporting, including more federal checklists in our products, and a more thorough assessment of our Title VI public outreach activities.

She concluded in noting that an impressive moment for her was witnessing the CAC and its members' thoughtful and informed engagement with the federal review team.

## **6. Regional Transportation Data Clearinghouse**

Charlene Howard, TPB staff presented this item to the Technical Committee as a demonstration presentation using websites opposed to slides. She began by asking the audience if they were familiar the Clearinghouse (RTDC). Several people in the audience—both staff and jurisdictional members—indicated familiarity with the product. Ms. Howard mentioned the purpose of the RTDC is to be a useful product for both internal and external users. She explained that the RTDC is actually two web-based components: an online transportation data warehouse (based on Esri's ArcGIS Online Open Data platform); and the RTDC Data Viewer, which is a web-based interactive mapping application.

Ms. Howard explained some of the types of data available in the RTDC, such as traffic counts. TPB collects these data in part to be used as inputs to the travel demand model. Other datasets, such as the regional automated bicycle and pedestrian counters are created to provide a single regional dataset. Ms. Howard also mentioned that some data exist in the RTDC based on user request and informed the audience that the RTDC is a constantly evolving program area and that TPB staff are interested in user feedback and recommendations for dataset additions.

Ms. Howard then showed the audience the RTDC data warehouse web page and went through a demonstration on how to search for data and navigate the results of the search. She also went through the different types of information available for each dataset on its content page. She then demonstrated how to download a dataset from the RTDC. Ms. Howard also mentioned that while most data in the RTDC are spatial in nature, the RTDC can include other types of data, such as PDF

documents. She also demonstrated how to create a simple web map in ArcGIS Online straight from a dataset's content page. Ms. Howard also showed some additional features on the RTDC page, such as the TPB's web mapping applications and the 'Regional Resources' page that has links to TPB members' open data and/or GIS data websites.

Next, Ms. Howard demonstrated the RTDC Data Viewer, a web application that contains several (but not all) of the data in the RTDC. She mentioned to the audience that the RTDC and its viewer should be thought of not only as a way to look at TPB's data but also as a way to explore one's own spatial data in conjunction with ours—the best way to get to know the product is to explore it on one's own. After giving a basic overview of the available tools in the RTDC Data Viewer, she provided some examples on how to interact with TPB data as well as with additional data sources. Many of the tools and widgets in the application contain pre-configured queries of TPB datasets that show results as charts, a tabular list of records, or selected features on the map. She showed a few other datasets and the attributed information available for each visual popup. However, the RTDC is especially useful when used in conjunction with one's own data. Ms. Howard then demonstrated how to use the 'Add Data' widget to 1) add an additional RTDC dataset, 2) add a dataset by its URL (using District of Columbia data) and 2) uploading a separate data file (GPX file).

During the presentation, a few members of the audience asked questions. Mark Phillips, WMATA, asked about the availability of regional transit provider data in the RTDC. Ms. Howard responded that the 'Transit Counts' map service includes average weekday transit ridership for the transit routes that are contained in the travel demand model. Gary Erenrich, Montgomery County, asked what the 'blue dots' on the RTDC Data viewer represented (stations with available 2015 traffic counts). Mr. Erenrich also asked about the availability of real-time data, to which Ms. Howard responded that TPB does not have any data considered 'real-time' other than the hosted Capital Bikeshare layer that is maintained by the District of Columbia.

## **7. TPB Technical Committee Oversight: Subcommittee Missions and Membership Updates**

Brandon Brown, TPB Staff, introduced himself and provided a brief contextual highlight of the history of his presentation noting that TPB staff engage in a continuous effort to improve processes and enhance members' experience. In regard to timing, Mr. Brown noted that staff will target the beginning of the new year as the best opportunity to share an updated version of the resource directory provided. He also thanked members for their help in acquiring TPB member appointment letters among various other supportive tasks.

Providing an overview, Mr. Brown noted that his presentation consists of a discussion around the role of the TPB Technical Committee and a charge to members with the goal of gaining their assistance in increasing regional participation at the TPB subcommittee level and enhancing our information loop. He shared that technical committee members will be asked to share our subcommittee resource directory with their staff and provide us with the names and contact information of their colleagues who should be connected to our information streams and receive notices regarding upcoming subcommittee meetings.

Mr. Brown then provided an overview of the TPB subcommittee structure with an emphasis on where the technical committee lies in respect to being at that center of committee coordination processes. He noted that the resource directory contains detailed information about each of the TPB subcommittees. He asked that committee members review the resource directory and identify staff within their jurisdictional agencies who can participate at the subcommittee level as subject matter experts. He asked that members also consider opportunities for their staff to lead subcommittees, invite TPB staff to their local events, and to visit the COG subscription page and share the page with colleagues in order to increase the number of regional recipients to the TPB's meeting notifications and news articles. He encouraged members to think regionally and act locally.

Mr. Brown noted that as the regional forum, the TPB aims to provide the time and space to continuously, cooperatively and comprehensively bring regional partners together. He shared that TPB staff want to provide equity in engagement regardless of location or size of a jurisdiction. He then provided a demonstration of the look and feel of COG's subscription page which can be located here: <https://www.mwcog.org/subscribe/>.

He concluded in sharing that the TPB's regional success relies on member participation and that we want to ensure that that participation is strong at the subcommittee level.

Mark Phillips, WMATA asked when members might expect to receive the matrix mentioned and if there were a deadline for completion to which Mr. Brown noted that more details will be forthcoming.

Kari Snyder, MDOT asked if the resource directory was available online and downloadable as a pdf. to which Mr. Brown replied in the affirmative.

## **8. Preview: Market Assessment and Technical Feasibility for VRE-Marc Run Through Service**

Nicole McCall, TPB staff, provided a preview of the upcoming Market Assessment and Technical Feasibility for VRE-MARC Run Through Service study. The study will make creative and innovative use of existing travel demand data sources to assess the market potential for continuous commuter rail service between points Maryland and Virginia. The potential present and future demand for through service will be assessed for all lines and station pairs in the combined MARC and VRE System. Earlier this spring, a Technical Selection Committee convened and recommended that the contract be awarded to Foursquare ITP. Once the contract is fully executed, membership of the Technical Advisory Committee will be finalized, and a project kick off meeting will be scheduled. TPB anticipates that the TAC will include ten to fifteen individuals representing regional, state, and/or federal agencies, railroads, as well as jurisdictions and economic development organizations along the corridor. The study is scheduled to be completed by June 2020.

## **9. Other Business**

### **• Dockless Vehicle Workshop May 30**

Mike Farrell, TPB staff, shared that the TPB will be hosting its 3rd Dockless Vehicle Workshop on May 30. He noted that there is a goal to repeat these events every 6 months as it is a fast moving field and that there is a great deal of information to discuss and share. He directed members to the registration link. He noted that jurisdictions and user groups will be present and there will be discussion about what kinds of information is needed and how TPB staff can provide this information because there is a significant quantity of meaningful studies and data available on the topic. Lyn Erickson, TPB staff, added that the Access for All Committee (AFA) will hold a discussion session during their upcoming meeting that the recommendations that come from this discussion will be presented at the workshop by the chair of the AFA.

### **• Bicycle and pedestrian initiatives project updates: Station Access Study and National Capital Regional Trail**

Nicole McCall and Charlene Howard, TPB staff, updated members about the Station Access Study. Over the past few months, staff has been working to complete a network analysis to produce walksheds. This analysis was recommended during the January TPB Technical Committee Meeting and is currently being reviewed and finalized. The next step will involve pairing the results of the network analysis with forecast employment and jobs around stations to develop a preliminary/draft list of prioritized stations. After that, staff will begin to reach out to jurisdictions to preliminary list and obtain local input.

Mike Farrell noted that the bicycle pedestrian subcommittee and TPB staff have met with the National Capital Trail Coalition and were briefed on their data collection procedures. On March 9, at the March BPSC meeting the coalitions network and selection criteria was endorsed by the

committee with the potential to be updated in the future. Also, staff have been performing site visits with the outer jurisdictions, recently having met with representatives in Frederick and Prince William Counties. He noted that he was met with great enthusiasm. Staff has also been in communication with Loudoun and Charles County staff to coordinate with challenges being identified along the way. Next steps are to create a draft network that will be vetted by the jurisdictions.

- **Federal Grant Opportunities**

Eric Randall, TPB staff announced that there are two federal grant opportunities currently open to applicants. One is from the FTA for up to \$85 million through the Low or No Emission (Low-No) Bus Program which has an application deadline of May 13. He noted that the TPB has provided an endorsement letter for Prince George's county and that if any other jurisdiction is interested in receiving an endorsement letter to follow up. Second is the Build Grant of \$900 million with an application due date of July 15.

- **BTWD May 17 reminder**

Lyn Erickson reminded members of the event's date and encouraged members to register for the event.

- **Items on Board agenda: CLI and Regional Travel Survey**

Lyn Erickson noted that not included on the Technical Committee Agenda is a recap of the recent Community Leadership Institute where participants will receive certificates and speak to their experience. The Regional Travel Survey was presented the technical committee in previous months and will be presented to the board at its May meeting. There will also be a TIP amendment from MDOT up for approval.

- **Request for presentations on local projects which exemplify the seven endorsed initiatives**

Lyn Erickson thanked committee members for their responses to staff's ongoing request for presentations on local projects which exemplify the seven endorsed initiatives and that there are currently four presentations of the nature being prepared for upcoming meetings.