



NCARPO Business Meeting Minutes
July 29, 2016, 8:45 am, Brevard, NC

Attendees

Angela Welsh (phone)*	Kelly Larkins*	Ann Stroobant*
Justin Oakes (phone)*	Elizabeth Jernigan*	Travis Marshall
Lauren Tuttle (phone)*	Dana Stoogenke*	Earlene Thomas
Patrick Flanagan*	Janet Robertson*	Jamal Alavi
James Salmons*	David Graham*	Pam Cook
Mike Rutan*	Karyl Fuller*	Vernia Wilson
Matt Day*	Vicki Eastland*	Paul Black
	Rose Bauguess*	Hemang Surti

** indicates RPO representative*

Action Items

Minutes from May 2016 Business Meeting

David Graham made a motion to approve the minutes as submitted, which was seconded by Karyl Fuller. The minutes were approved unanimously.

Information and Discussion Items

Transportation Planning Branch Update

Jamal Alavi noted that the TPB reorganization would get underway on August 22nd with the beginning of “Reductions Through Retirements” (RTRs). He noted that 21 filled positions would be cut from the Division of Planning and Programming, and that 15 of these would come from the Transportation Planning Branch (including the planning groups and the technical groups such as traffic surveys). Following the RTRs, any remaining positions needing to be cut would be subject to a Reduction in Force (RIF). The RIF process should be complete by the end of December.

Jamal also noted that a consultant (VHB) is working on documenting the public involvement process for use in NCDOT’s planning process. This will be presented to NCARPO at a future meeting. The document will tie together with the Title VI procedure that has been developed, and both will be rolled out at the same time. The draft document should be complete within the next few months, and will be available for our review/comment before being finalized. In the meantime, if people need access to the Title VI mapping, they should contact Andy Bailey in TPB.

RPO Update

Travis Marshall reminded everyone that Q4 invoices and Annual Reports are due on August 10th.

FHWA/FTA Notice of Proposed Rulemaking: MPO Organization Coordination and Planning Area Reform

Jamal Alavi informed the group of a rule change being proposed by FHWA and FTA that would impact MPOs whose “urbanized area” (UZA) crosses outside their MPO boundary. Under the proposed rule, areas where this occurs would be encouraged to merge MPOs, and if they do not merge they would be required to perform several planning activities such as MTPs and TIPs jointly. There was general discussion, and it was unclear what impact (if any) this might have on RPO boundaries—we will have to wait and see what the MPOs choose to do.

NCAMPO Update

Paul Black noted that the next MPO Conference would be on April 26-28, 2017 in New Bern. Patrick Flanagan agreed to assist with the conference planning committee for New Bern. Paul noted that the NCAMPO had re-appointed Peggy Holland, Neil Burke, Chris Lukasina, and Tyler Meyer as its representatives to the SPOT P5.0 Work Group. He also noted that NCAMPO has been focused on its response to the FHWA notice of proposed rulemaking.

Patrick Flanagan asked about the status of the contract administration fee that had been discussed at the last quarterly meeting. Jamal Alavi replied that NCDOT had decided not to charge this fee to the RPOs.

Transit Liaison

Karyl Fuller noted that the Public Transportation Division (PTD) has several vacant positions and is going through a transition period. She reminded the group of the upcoming Rural Transit Conference in Asheville in October. Karyl also reminded the group that many/most RPO Locally Coordinated Plans (LCPs) are due for updates this year, since most were last updated in the Spring of 2013. Dana Stoogenke noted that she had a copy of the updated “boilerplate” for the beginning of the document, updating all the old SAFETEA-LU information for the FAST Act, and would send it out to everyone. Jamal Alavi said he would follow up with Andy Bailey about getting us the updated Title VI mapping for use in LCPs, and would also try to get Debbie Collins from PTD to attend the October NCARPO meeting. Patrick Flanagan asked that we also look at getting a better process for collecting/analyzing/scoring SPOT data for transit projects.

RPO Leadership Training

Rose Bauguess stated that the training would be held on August 30-September 1 at the Chapanoke training facility in Raleigh. The training would begin around 10 AM on Tuesday and end around 3 PM on Thursday to allow time for folks to travel the day-of. Tuesday’s session would focus on leadership skills, Wednesday on consensus building/conflict management, and Thursday on meeting facilitation.

Future Meetings

October 27-28, 2016 – Morehead City

January 26-27, 2017 – Fayetteville

April 26-28, 2017 – MPO Conference in New Bern

July 20-21, 2017 – Fontana Village

Committee/Workgroup Reports

GIS Committee

Karyl noted that there were only a limited number of credits remaining on the NCARC Community Analyst/ArcGIS Online account for the remainder of this year's contract (through September) and asked users to please reduce their use of credits for the time being. She also noted that the costs for this contract should go down for everyone next year, because two additional COGs have chosen to participate this time. She noted that August 19 and October 14 were potential makeup dates for the cancelled Community Analyst training, and she would send out a poll to determine the best date.

Karyl noted the upcoming NC ArcGIS Users Group meeting in September in Carolina Beach, as well as the NC GIS Conference on February 22-24, 2017 in Raleigh. She also noted the availability of US Census "Summer Camp" webinars, and the possibility of getting someone to speak about Census data at the upcoming Community Analyst training.

Karyl also briefly discussed the law change from 2014 that appears to make it illegal for anyone who is not a licensed surveyor to create GIS data. She noted that it was not clear what would happen, but that state-level GIS groups were looking into the issue.

Bike and Pedestrian Committee

The committee members noted that they planned to hold off on their survey until after the STI cycle is complete. They noted that pedestrian crossing training was being offered in Charlotte on August 24th (apparently full) and Waynesville on August 25th. They also noted that a Bike/Ped Safety Conference would be held in Washington, DC in December. There was discussion that it would be important to think about the issue of how to address funding match problems in small towns, and that this is something the committee plans to discuss further.

Elizabeth Jernigan gave a brief overview of the Central Park Bike Plan that was completed by the Piedmont Triad Regional Council.

CTP 2.0 Committee

James Salmons noted that the full committee would be meeting next Monday, and that they hoped to finish their work within the next few months. He noted that the Problem Statement subcommittee had wrapped up, and the other two subcommittees (document and mapping) were still underway.

Karyl Fuller noted that the Mapping Subcommittee had finished work on the highway map, but was now working on the bicycle/pedestrian and environmental maps.

There was a general discussion about the process, with the note that the final CTP process needs to be flexible rather than "one size fits all" and that the RPOs should be allowed to review/comment on the proposed process before it gets finalized.

Matt Day provided a handout with a draft methodology that had been developed to examine financial realism in the development of CTPs. He noted that the document outlined four possible methods for calculating a reasonable estimate of future funding within a community, but that the document was left flexible enough to allow customization as needed. He noted that TPB had asked NCARPO to develop this portion of the process, and this document was what we planned to submit.

Legislative Committee

Dana Stoogenke reminded everyone to send any comments or questions related to legislative issues to her, Matt, or Angela. She also reminded everyone of the weekly legislative emails that Angela sent out during session.

Administrative Documents Committee

The committee members noted that they are looking at the procedures related to invoices, deliverables, and evaluations. The committee will make recommendations to TPB on how to conduct evaluations this year, but with the understanding that TPB's reorganization this fall may impact that process.

Freight Advisory Committee

It was noted that Cambridge Systematics is going around to interview MPOs and RPOs for input to the Statewide Freight Plan. All other freight information was covered in the previous day's presentation from Charles Edwards.

Federal Land Access Program

Rose Bauguess noted that the FLAP website has information on how to submit project proposals. There is \$5 million available for North Carolina (over 2 years) to fund projects that improve access to federal lands.

Asset Management Plan: Bridge Workgroup

No updates.

Asset Management Plan: Pavement Workgroup

This committee met in April to discuss life cycle cost analysis, and will meet again in August.

Janet Robertson asked if the Performance Measurement workgroup that had been discussed previously would be getting underway. Earlene Thomas replied that it would not, because the funding for that project had been repurposed for something else.

Committee/Workgroup Appointments

Janet Robertson stated that Patrick Flanagan, Dana Stoogenke, and Karyl Fuller were willing to return as members of the SPOT P5.0 Work Group, and that Matt Day wished to move from being a regular member to being the alternate. Dana Stoogenke made a motion to nominate Elizabeth Jernigan to be the fourth regular member of the workgroup, in addition to the names above, and for Matt Day to move

from regular member to alternate, which was seconded by Vicki Eastland. The motion passed unanimously.

A decision on the appointment to the STC Corridor Study workgroup will be postponed until the October meeting. This workgroup is not likely to get started until after the October NCARPO meeting.

Janet Robertson noted that Justin Oakes will be leaving the Mid East Commission to go to law school, so his committee seats should be filled. The members of the Bike/Ped Committee were going to follow up with Justin to find out the transition plan for his RPOs and whether the new planner in his position might have any interest in serving on the committee. The members of the CTP 2.0 Committee noted that since work is winding down now, his seat on that committee did not need to be filled at this time.

Janet also noted that officer elections would need to happen in October, and that the Nominating Committee would need to develop a slate of candidates to present. The Nominating Committee is currently Rose Bagues, Allen Serkin, and Angela Welsh. Rose noted that she was willing to serve on the Nominating Committee again. Janet agreed to follow up with Allen and Angela on their willingness.

Adjournment

The meeting was adjourned at 11:30 am.