

PENNSYLVANIA STATE TRANSPORTATION ADVISORY COMMITTEE
BUSINESS MEETING
HARRISBURG, PENNSYLVANIA
OCTOBER 11, 2018



CALL TO ORDER:

A quarterly business meeting of the Transportation Advisory Committee (TAC) was called to order at 10:05 a.m. on October 11, 2018 in Harrisburg, PA.

MINUTES:

ON A MOTION by Mr. Wagenmann and seconded by Mr. Geanopulos, and unanimously approved, the Minutes of April 12, 2018, TAC Business Meeting were accepted.

Please note that these minutes are not intended to capture every individual comment, but rather to identify critical discussion points and highlights of the TAC business meetings.

SECRETARY'S REMARKS:

Secretary Richards gave brief remarks in which she emphasized the challenges of transportation funding in the Commonwealth. She mentioned how critical the TAC Study on the Risks to Transportation Funding is. Secretary Richards discussed her meeting in Philadelphia where she attended the release of the Transportation Strategic Plan, which is based on Equity and Economic prosperity. She explained that Plan will highlight funding scenarios for the Transit System. Secretary Richards also talked about her trip to Copenhagen for the ITS World Congress where she talked about PennDOT's experience with Mobility issues and Multimodal Funding options.

Ms. Holton commented that Secretary Richards is also co-chairing the Southeast Mobility Partnership Funding Study. She added that there is a similar initiative for the Southwest.

Secretary Richards noted that the Southwest Mobility Partnership is scheduled to kick off next week.

CHAIR'S REMARKS:

TAC Chair, Jody Holton gave brief remarks in which she announced the appointment of a new TAC Member: Mr. Larry Nulton from Colver, PA (Cambria County). Mr. Nulton briefly introduced himself.

Ms. Holton also announced that Mr. Rutter, one of TAC's long-standing members, has decided to resign following several years of dedicated service to the TAC, as well as the Commonwealth. Mr. Rutter was first appointed to the TAC on 6/21/2000. Ms. Holton praised Mr. Rutter's commitment and hard work on the committee for over 18 years. A Recognition Letter on behalf of TAC was presented to Mr. Rutter.

Finally, Ms. Holton announced that TAC has selected the consulting firm Michael Baker International to head up the next Five Year TAC Agreement. She thanked TAC members Mark Murawski and Felicia Dell as well as the PennDOT staff for taking the time to participate in the selection committee.

Mr. Ritchie announced that the Bill for the Enforcement of Speed Limit in Work Zone was passed and is awaiting the Governor's signature.

WORKING SESSION

2018 TAC ENHANCED COMMUNICATION AND COORDINATION: Amanda Shafer and Jessica Clark

Ms. Jessica Clark and Ms. Amanda Shafer of McCormick Taylor gave a presentation about the feedback received from TAC members at the April TAC Meeting. Highlights included the *Committee's Mission, Memberships structure, Meeting Requirements and Structure, Study Identification and Development*, and *Communication and Collaboration* between the TAC, the public and PennDOT staff.. Ms. Shafer explained that the overall goal of the initiative is to refresh TAC communications processes and tools and develop effective TAC Operating Procedures.

TAC members received three handouts including the draft Operating Procedures Outline, a feedback form to provide specific comments or opinions on the recommendations, and a spreadsheet with a comparison of TAC and other transportation advisory committees.

About **TAC Structure and Mission**, Ms. Shafer indicated that the focus while working on the draft outline and summarizing the feedback received, was to make sure that any improvements or recommended changes reflect the purpose of the TAC as created in Act 120. She noted that it is important to identify the key points that need to be reflected in the mission statement.

Mr. Pocius indicated that resources allocation and the implementation of studies should be prioritized.

Ms. Dell noted that the Committee's original goals should still be prioritized.

Ms. Shafer discussed the feedback and recommendations received for the **TAC Organization and Meeting**, which include:

- Consider afternoon meetings to lessen travel requirements.
- Have video meeting option available.
- Find better ways to connect members who cannot attend.
- Have discussion or input from members on the agenda for each meeting and include time for updates based on members' expertise.
- Have Skype available for the February meeting.

- Locations
 - Meetings can be hosted at other PennDOT or State agency facilities.
- Voting
 - Voting criteria must be established formally or informally.

Mr. Murawski commented that the Committee should try to coordinate its meetings with transportation related events.

Feedback and recommendations for TAC **Membership** include:

- More diverse backgrounds and interests.
- Create stronger communication ties with appointing groups.
- Establish guidelines for membership requirements.

Ms. Shafer also discussed the diversity of backgrounds and interests with TAC members. She noted that getting a general sense of what TAC members would like to see represented on the TAC can help with that communication. And while establishing basic guidelines in the operating procedures won't dictate anything, she indicated that it can help guide the appointment process. TAC members reviewed the input and made comments.

Mr. Pocius commented as trucking continues to grow, it should be represented in the committee.

Mr. Ritchie reminded the TAC about the existence of a Motor Carrier Safety Advisory Committee.

Mr. Murawski commented that Bike Ped should also be represented in the Committee. He added that TAC members could also serve as liaisons with the different advisory committees.

Ms. Clark discussed the TAC Study Identification Process. She noted that the process was established in 2014 and has since then be used. She explained that some parts of the process have been streamlined to simplify the process. The feedback and recommendations shown below were discussed.

- Studies should represent diverse interests and not only interests represented in TAC.
- Use website to create a searchable database of all TAC studies.
- Create a template and scoring system to propose TAC studies.
- Create a tracking system for study ideas to be reviewed at each TAC meeting.
- Engage stakeholders with expertise beyond TAC members on study development.
- Develop a structured approach to identify study ideas.

Mr. Murawski commented that improvements are needed if TAC members aren't comfortable with the current process.

The **Committee Communication** feedback are recommendations were also discussed and include:

- Include stakeholders with potential input study Committees.

- Involve participating agencies to learn their priorities.
- Appoint liaisons to stakeholders; have liaisons report at TAC meetings.
- Communicate agenda, meeting minutes, and reports to non-TAC members.
- Develop a framework for coordinating with other state committees or agencies on issues that don't warrant a full TAC study.
- Complete website evaluation for external communications.

Ms. Shafer concluded that the input gathered today will be used to formulate a draft mission statement, streamline the outline developed to create draft operating procedures, and complete the evaluation report.

TAC STUDIES UPDATE: by Tim Smith

Tim Smith of Gannett Fleming gave an update about the three active studies. For each study, Mr. Smith provided a status update along with completed tasks and upcoming tasks to be completed.

2019 Transportation Performance Report

Status:

- Collected approximately 50% of performance measure data and supplemental information from Department staff.
- Provided draft web report format concept for Department review on 9/24/18.
- Met with Highway Safety Section to review federal safety performance requirements and Transportation Operation Center staff to review potential performance metrics.

Upcoming:

- Continue collecting performance measure and supporting information with appropriate Department staff.
- Scheduled meetings with staff from Bureau of Public Transportation and Bureau of Aviation to discuss draft performance measure data.
- Continue to identify possible opportunities for innovative product design and content.

Intercity Passenger Rail Study

Status:

- Incorporated Department comments on corridor profiles for 10 PA corridors.
- Provided draft corridor profile maps with updated data of 10 PA corridors to Task Force members on 9/26/18 for review and comment.

Upcoming:

- Continue to focus case study data collection on relevant projects in other states to have sufficient bona fide information to inform the policy questions.
- Address Task Force comments received on draft corridor profiles.
Develop draft overview of intercity transportation in PA.

Risks to Transportation Funding Analysis Study

Status:

- Requesting additional funding projection assumptions from Dept. of Revenue for MLF.
- Developed draft funding resource projection graphs from data provided by Fiscal management.
- Developing draft assessment for PA State Police, PTC and Federal funding risks.

Upcoming:

- Continue to identify data sources and reasonable analysis funding risks.
- Provide draft baseline funding projections and potential risks to Department staff for initial review by 10/2/18.

Next Task Force meeting scheduled for 10/11/18.

Mr. Murawski commented about the opportunity for Public Private Partnership type of funding for some of the Intercity Passenger Rail Corridors. Mr. Smith indicated that P3 funding would be one of the options.

Mr. Ritchie raised concerns about the StoryMap format of the TPR. Ms. Clark commented that the StoryMap is easily sharable.

PA BIKE PED MASTER PLAN: by Mr. Roy Gothie and Ms. Angela Watson, PennDOT

Mr. Gothie and Ms. Watson gave a presentation about the PA Bike Ped Master Plan. Ms. Watson discussed the core policy statement, the existing conditions, the methodology and process, the community survey results, the goals of the plan, and the remaining work to be completed. She gave a brief background on previous studies conducted on Bike Ped issues and other significant initiatives that led to the PA Bike Ped Master Plan, which include:

- Integration of Bike Ped issues into Project Development (PennDOT Connects).
- Bike/Ped Integration Advisory Team.
- BOP Removal.
- Design Guidance for Bicycle, Pedestrian, Amish Chapters Updates.
- Update publications.
- Training and Awareness.
- Internal and external coordination (DOH, DCNR).

Mr. Gothie explained that the first step in the process consisted of looking at the existing conditions and determining key issues to address. The next step consisted of creating an effective methodology to collect and analyze data. He noted that for their methodology and process, they have reviewed and mapped data from:

- PA Department of Health (rates of physical activity, obesity, ambulatory disability).
- US Census Data (age, population density, vehicle access, limited English proficiency, and race).
- PennDOT Crash Data (bicyclists, pedestrians, time-of-day, location).

Mr. Gothie also indicated that they conducted a Community Survey, which recorded a total of 13,819 participants from January through June. The survey included approximately 30 questions. The results showed some key issues including:

- More separated facilities are strongly desired
- Better lighting and a more connected non-motorized network is needed
- 23% of respondents had been injured in some fashion while riding
- Motor vehicle actions and poor road conditions were big factors in the crashes and near misses

Mr. Gothie explained that some of the goals of the Mater Plan include:

- Enhancing Safety
- Providing Transportation Equity
- Connecting Walking and Biking Networks
- Leveraging Partnerships
- Improving Public Health
- Increasing Economic Vitality.

As of the remaining work, Mr. Gothie listed:

- Drafting objectives and performance measures
- Identifying Bicycle and Pedestrian Priority Areas
- Developing guidance for local planning partners

Ms. Dell commented that it's good to see TAC studies being implemented. She asked if there is a plan to connect sidewalks.

Mr. Gothie answered that him and his team are working on getting the communities to come that decision on their own through the PennDOT Connect Initiative.

Mr. Murawski commented that the last few years have seen an increase in Bike Ped initiatives, but funding has not follow the same trend. He asked if there is a plan or a path to filling the gap.

He also asked if there is any coordination between Bike Ped initiatives and the Chambers of Commerce.

Mr. Gothie answered that it's a slow process to get the funding to catch up. He added that there is a process to market the work being done but there is no specific coordination with the Chamber of Commerce.

Mr. Pocius asked if the data have been filtered? Mr. Gothie answered that it is just the raw data.

Ms. Ricks commented about Pedestrian and Bike routes design issues.

Mr. Gothie answered that there are design guidelines changes to be implemented.

PA DEPARTMENT OF TRANSPORTATION UPDATE:

Office of Planning

, Mr. Larry Shifflet gave a brief update in which he talked about the 2019 Twelve Year Program (TYP) update. Mr. Shifflet indicated the 2019 Program was approved at the STC meeting in Philadelphia in August 2018. He also added that performance measures are being implemented and praised the great collaboration between Planning Partners and PennDOT.

Administration and Budget

Deputy Secretary Suzanne Itzko gave an update in which she discussed the Diversity Forum held last Fall which focused on increasing the involvement of disadvantaged businesses in transportation projects. The goal of the Forum is to draw the rich diversity already present in the business community into the contracting work the Department performs to deliver transportation benefits. She added that two to three more forums will be held in the future. Ms. Itzko also talked about ongoing diversity trainings for the Executive officers, Managers and Supervisors this summer through November.

Mr. Ritchie commented about concerns from larger firms not being able to apply for contracts.

Ms. Itzko said that there are enough contract opportunities for everyone to apply for.

Drivers and Vehicles Services

Deputy Secretary Kurt Myers gave an update stating that Real ID is moving along, and delivery is scheduled to begin in March 1st, 2019. He explained that five more delivery centers, 250 more employees are being added to speed up the process. He added that the pre-verification process went well, and an effective communication campaign is being conducted to explain the process. Mr. Myers concluded that overall, every phase of the process is on schedule.

Mr. Murawski asked if the outreach campaign has specifically targeted the elderly people?

Mr. Myers answered that there is an effective communication to spread understanding and clear confusion. He added that there is a helpful wizard on the website to help people determine whether they need a Real ID.

OTHER BUSINESS

Mr. Nulton asked about the impact or status report on well brine use on roadways in Northwestern PA. Mr. St. Clair said that he will follow up on that.

NEXT MEETING:

The next TAC business meeting is scheduled for **Thursday, December 6, 2018** in Harrisburg, Pennsylvania.

ADJOURNMENT:

ON A MOTION by Mr. Pocius and seconded by Mr. Wagenmann, the TAC meeting was adjourned at 11:59 a.m.

Attendance* from the TAC Business Meeting
October 11, 2018

1. Ms. Jody Holton, Chair
2. Ms. Leslie Richards, PennDOT Secretary
3. Mr. Ronald Wagenmann, TAC member
4. Mr. Thomas Geanopulos, TAC member
5. Mr. Nolan Ritchie, alternate for Senator John Rafferty, TAC member
6. Ms. Felicia Dell, TAC member
7. Mr. Paul Opiyo, alternate for Mr. Dennis Davin, TAC member
8. Mr. Mark Murawski, TAC member
9. Mr. Joel McNeil, TAC member
10. Mr. Ashley Porter, TAC member
11. Ms. Karina Ricks, TAC member
12. Mr. Larry Nulton, TAC Member
13. Mr. John Pocus, TAC member
14. Mr. Fred Strathmeyer, Jr, TAC member
15. Mr. Jeff Stroehmann, TAC member
16. Mr. David Volkman, alternate for Pedro Rivera, TAC member
17. Mr. Tim Smith, Gannett Fleming
18. Mr. Keith Chase, Gannett Fleming
19. Ms. Stacia Ritter, PTC
20. Ms. Suzanne Itzko, PennDOT
21. Mr. Roger Cohen, PennDOT
22. Mr. Leo Bagley, PennDOT
23. Mr. Larry Shifflet, PennDOT
24. Mr. Roy Gotly, PennDOT
25. Ms. Lugene Keys, McCormick Taylor
26. Ms. Amanda Shaffer, McCormick Taylor
27. Ms. Jessica Clark, PennDOT
28. Mr. Eric Nelson, PennDOT
29. Mr. Kurt Myers, PennDOT
30. Mr. Mark Tobin, PennDOT
31. Mr. Abdoul Ahmed, PennDOT
32. Mr. Daryl St. Clair, PennDOT
33. Ms. Angela Watson, PennDOT
34. Ms. Natasha Fackler, PennDOT

**Attendance includes members present via conference call.*

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