



Virginia Department of Rail and Public Transportation

Transit Service Delivery Advisory Committee (TSDAC)

November 13, 2020

12:00-2:00 pm

Electronic Meeting

DRAFT MINUTES

Members Present via Electronic Participation

John McGlennon, Chair
Cindy Mester, Vice Chair
James Dyke
Tom Fox

Kate Mattice
Brad Sheffield
Brian Smith

DRPT Staff Present via Electronic Participation

Bridget Davis
Jennifer DeBruhl
Tiffany Dubinsky
Clinton Edwards
Lauren Fishbein
Jennifer Mitchell

Jamie Motley
Steve Pittard
Tim Roseboom
Neil Sherman
Andrew Wright

Call to Order/Introductions

The meeting of the Transit Service Delivery Advisory Committee meeting was called to order by Chairman McGlennon at 12:04 pm. A quorum was present. Chairman McGlennon welcomed everyone to the meeting. He explained that given the ongoing COVID-19 public health emergency, this meeting is being conducted electronically.

Recap of FY21 Process/Outcomes and Recommendations for FY22 – Jennifer DeBruhl, DRPT

Jennifer DeBruhl reported that the capital prioritization has been in effect since July 2019 with two key categories: State of Good Repair and Major Expansion. She highlighted the project scoring and methodology for both categories. She reported that the scoring process worked as expected and modifications were made after FY20, resulting in a smoother and more consistent effort across asset types. The recommendation was made to incorporate the additional upgrades to the OLGA application in FY22. Several recommendations were made beyond FY22 which includes continued refinement of the OLGA application, TransAM database, SGR scoring methodology, Service Impact scoring methodology and the threshold for major expansion projects. Several changes were made to the Transit Operating Assistance. As a result of those changes, most agencies saw an increase

over FY20 funding. For FY22, a revised performance data reporting process in OLGA and the impact of COVID-19 on performance metrics will be considered.

FY21 Budget and SYIP – Jennifer Mitchell/Steve Pittard

Director Mitchell reported that the FY2021 plan would update the project analysis and review that was initially performed in March 2020. The Transit FY2021 Six Year Improvement Plan approach would focus on FY21 allocations for projects that are needed. The five-year transit capital budget would not be included due to the uncertainty of the post-COVID-19 pandemic capital needs. Those needs are expected to be developed for the FY22 SYIP. The Transit Operating Assistance operating expenses had significantly increased while revenues decreased due to the COVID-19 pandemic. Transit capital funding was prioritized under the MERIT process. Prioritized projects were re-evaluated in October for readiness. The capital recommendation reflected both prioritization and the updated readiness evaluation. Director Mitchell reported that the WMATA operating and capital funding had faced significant challenges due to the impacts of the COVID-19 pandemic.

Steve Pittard joined the meeting and reported the proposed transit allocation summary. He shared that the new revenue data would become available in early December 2020 at the CTB meeting. He noted that there was uncertainty concerning the revenue totals.

Other Program Updates (Strategic Plans and TRIP) – Jennifer DeBruhl, DRPT

Jennifer DeBruhl reported that Hampton Roads and Greater Lynchburg transit were identified as pilots for the transit strategic plans. Additional agencies were identified for Phase II implementation. Petersburg had a strategic plan the development process. TRIP was established by the 2020 legislature to cover two components: regional routes and zero-fare. DRPT is currently working to gather feedback to develop a policy.

Wrap up/Next Steps

The goal is to review the FY22 capital/operating process and outcomes and discuss the recommendations for potential updates to the MERIT process for FY23.

Public Comment

None.

Adjourn

There being no further business, the meeting was adjourned at 1:20 pm. All presentations and meeting video can be found at www.drpt.virginia.gov/transit/tsdac/

Respectfully Submitted:

Bridget Davis, Executive Assistant

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