



Minutes of February 12, 2021
 CAMPO Host
 Virtual WebEx Meeting

MORNING SESSION – BUSINESS MEETING (10:00 AM)

Attendees:

Name	Organization	Name	Organization
Bob Cook	CRTPO	Mike Kozlosky	WMPO
Brian Horton	GHMPO	Neil Burke	CRTPO
Byron Brown	WSMPO	Phil Conrad	CRMPO
Chris Lukasina	CAMPO	Randi Gates	GCLMPO
Eliud De Jesus	Greenville MPO	Tristan Winkler	FBRMPO
Greg Venable	HPMPO	Tyler Meyer	GUAMPO
Kelly Garvin	WSMPO	Wannetta Mallette	BGMPO
Kim Maxey	New Bern MPO		

1. **Welcome/Introductions** – Chris Lukasina called the meeting to order and opened the meeting by welcoming all present via virtual means. Introductions were given and Chris gave an overview of the meeting structure, with a morning session and an afternoon session.

2. **Elections**
 - President – Neil Burke nominated Chris Lukasina for President. Randi Gates seconded. A vote was taken and approved unanimously.
 - Vice President – Brian Horton nominated Neil Burke for Vice President. Tristan Winkler seconded. A vote was taken and approved unanimously.
 - Treasurer – Neil Burke nominated Mike Kozlosky for Treasurer. Randi Gates seconded. A vote was taken and approved unanimously.
 - Secretary – Chris Lukasina nominated Randi Gates. Tyler Meyer seconded. A vote was taken and approved unanimously.

3. **Minutes** – Chris Lukasina presented the minutes.
 - The minutes were reviewed by all. Chris asked if any revisions were needed.
 - Eliud De Jesus asked that a bullet be added to the 2021 Conference update noting that Greenville is eager to host the conference after Wilmington in 2023.
 - Phil Conrad made a motion to approve the minutes with the edit which was seconded by Neil Burke. A vote was taken and the minutes were approved unanimously.

4. **Treasurer’s Report** – Mike Kozlosky noted that there have been no changes since the last report.

5. Committee Involvement

- Mike noted that many NCAMPO members have served on various committees with NCDOT, but it seems to always be the same volunteers. There needs to be a discussion about succession planning. There needs to be a collective conversation to get some of the younger staff to participate on the committees.
- Wannetta Mallette feels that race and gender diversity is needed as well. Chris agrees.
- It was noted that committee members need to be representative of all MPOs, i.e. members need to think of the common good vs. the individual MPO that they represent.
- Chris is also looking into Constant Contact or a similar service to track email distribution lists. A running list of volunteers could be kept through this service as well.
- Chris will put together a list of all committees and send out to the group.
- Neil Burke noted we should also consider various backgrounds of staff members – planning, LA, engineering, GIS, etc. This should be noted in the list of volunteers. A good mix of expertise is important.
- Chris noted that the association could also establish some NCAMPO subcommittees/working groups as needed (conference development, etc).
- Outside requests for committee volunteers need to go through NCAMPO.
- Discussion ensued regarding various subcommittees:
 - Byron Brown and Eulid De Jesus volunteered for a website subcommittee. Travis Johnson could potentially help.
 - SPOT Methodology Review Committee – NCAMPO has one representative that serves on this group. Mike has served in the past and is willing to continue in this effort if there is no other interest. Mike will continue as primary. Wannetta volunteered to serve as an alternate.
 - The French Broad River MPO will take the lead in organizing a transit subcommittee.

6. 2021 Conference

- It was agreed that NCAMPO will not be doing a typical in-person conference in 2021.
- There was discussion around the potential for some virtual events in 2021. After much discussion and no volunteers to take the lead in working with Housman & Associates to explore virtual options, the consensus of the group was to focus on 2022 and the in-person event in Wilmington.
- Mike noted that we needed to start forming the NCAMPO Conference Committees:
 - Conference Committee – typically includes the executive committee members, conference host, past host, next host, and a representative from NCRPO. This committee works on logistics.
 - Program Committee – this includes some of the same people, but also others. The Committee will issue the call for presentations, review submissions, and put together the program. This is a great opportunity to get new staff involved. Please let Mike know if you or your staff is interested in participating. Chris volunteered Shelby Powell. Greg Venable will also participate, or someone from his staff. Eulid and Byron also volunteered to participate on the program committee.

7. Project Reprogramming & Restarts

- According to NCDOT's Weekly Cash Reports, the department is floating about \$1.2B in unreserved cash.
- Everything that NCDOT has talked about to this point has been based on cash balances in the summer.
- If balances are pushing pre-COVID levels, the association should push for NCDOT to re-run models and come back with an appropriate rate of spending. If this is more than they've been doing, the association should push for STIP amendments to move some projects back up that were delayed way into the future. Committed projects are now pushed into developmental STIP and sometimes "unfunded" years.

- It was noted that in addition to NCDOT Central working with the divisions to coordinate priorities, the MPOs should also be included in these discussions.
- It was noted that re-establishing project schedules is preferable to the release of a new TIP. Getting projects back on schedule should be the priority rather than funding new projects.
- Van Argabright has been asked to address MPO involvement in the Spend Plan in his presentation during the afternoon session.
- Brian Horton noted that the Spend Plan is more challenging for POs in multiple highway divisions.
- The association need more guidance on how to properly submit DA projects/CMAQ projects for the Spend Plan.
- It was noted that the Spend Plan and prioritization of projects being handled solely within NCDOT goes against the 3C planning process with no public involvement or collaboration from MPOs.

8. Updates to the CMAQ Program Progress

- It was noted that CMAQ funding is very much like DA or TAP, but is the only funding that is not really managed under the STIP Unit.
- There was discussion around the potential need for NCAMPO to submit a letter to NCDOT to push that CMAQ funding be handled by the STIP Unit for more consistency. TPD could still manage the air quality analysis and coordination with air quality partners and could still do the statewide call for projects.
- It was also noted that if a CMAQ funding allocation is not utilized by a PO, the funding could go into a larger pot and then redistributed like the PL funding is now.
- NCDOT is trying to spend the money, and has expressed concerns about local jurisdictions' ability to deliver projects.
- MPOs can be more forceful with local governments that are sitting on funding, i.e. If a local jurisdiction doesn't use the funding in six (6) months, it will go to another project.
- MPOs can share with each other successful tools to get projects delivered.
- It was agreed that the first step should be to get Van Argabright and Jamal Alavi on a call to discuss issues.

Respectfully Submitted,

Randi Gates, GCLMPO
NCAMPO Secretary



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AFTERNOON SESSION – QUARTERLY MEETING (1:00 PM)

Attendees:

Name	Organization	Name	Organization
Aaron Cain	DCHC MPO	Jamie Viera	NCDOT
Abby Lorenzo	WMPO	Jarrel Leonard	CRTPO
Agustin Rodriguez	CRTPO	Jennifer Stafford	CRTPO
Alex Rickard	CAMPO	John Ridout	FBRMPO
Andrew Edmonds	SHPO	Jordan Reedy	Rocky Mount MPO
Anne Phillips	DCHC MPO	Julio Paredes	GCLMPO
Austin Chamberlain	NCDOT	Karyl Fuller	Isothermal RPO
Beau Mills	NC Metro Mayors	Kelly Garvin	WSMPO
Bill Marley	FHWA	Kelly Larkins	Piedmont Triad RPO
Bill McDow	WMPO	Kim Maxey	New Bern MPO
Bob Cook	CRTPO	Leigh Wing	NCDOT STIP
Brian Elgort	CRTPO	Loretta Barren	FHWA
Brian Horton	GHMPO	Mike Kozlosky	WMPO
Byron Brown	WSMPO	Nastasha Earle-Young	NCDOT TPD
Chris Lukasina	CAMPO	Neil Burke	CRTPO
Daniel Newquist	GSATS	Phil Conrad	CRMPO
David Wasserman	NCDOT STIP	Randi Gates	GCLMPO
Deanna Trebil	Jacksonville MPO	Ryan Brumfield	NCDOT IMD
Deloma Graham	FAMPO	Sarah Lee	NCDOT SPOT
Eliud De Jesus	Greenville MPO	Shelby Powell	CAMPO
Felicia McRee	New Bern MPO	Theo Thomson	CRTPO
George Hoops	FHWA	Tim Brock	NCDOT TPD
Greg Venable	HPMPO	Travis Johnson	CRTPO
Gretchen Vetter	CAMPO	Travis Marshall	NCDOT TPD
Hannah Cook	NCDOT STIP	Tristan Winkler	FBRMPO
Jamal Alavi	NCDOT TPD	Tyler Meyer	GUAMPO
James Upchurch	NCDOT TPD	Van Argabright	NCDOT STIP
Jane Love	GCLMPO	Wannetta Mallette	BGMPO
Jason Schronce	NCDOT SPOT		

1. NCDOT Multimodal Update

- Ryan Brumfield, NCDOT-IMD Interim Director, provided the following update:
 - Ryan gave a general overview of the merger.
 - Ryan noted the COVID-19 Response of the department, overall impacts of COVID to transit agencies, and the completion of the NC Transit Cares Project.

- The Department has produced a Fact Sheet with technologies to consider for reducing the risk of airborne diseases like COVID-19.
- The Department is developing guides for transit agencies on how to set controls on vehicles to maximize air flow on vehicles.
- NCDOT is providing funding to transit agencies for access to vaccine sites, trying to ensure that everyone has access to the vaccine.
- Corona Virus Relief Funding – funding for trips, solutions to assist with capacity and technology needs, and communication.
- Ryan also gave the following project updates:
 - A FTA TOD Planning Grant was awarded for the S-Line. This will study how to best utilize the rail corridor to maximize economic growth.
 - Webinar Series – Feb. 23rd is the next webinar and will feature the Charlotte Gateway Station.
 - The FY 21 Bike/Ped Planning Grants Call for Projects closes this month.
 - Moving forward, transit will be included in bike/ped planning.
- Ryan also noted that the current discussion for a new round of Congressional COVID (Budget Reconciliation) Aid has included an additional \$30 billion for public transportation.

2. STIP Update/NCDOT Financial Status Impacts

- Leigh Wing provided the following information:
 - NCDOT's cash balance currently sits around \$1.2 billion. The cash floor is \$267M, if the balance goes below this, the department can't enter into any new commitments. The cash ceiling is \$1B. If the balance ends above this, the department cannot sell NC Bonds. The desired range is around \$600-700M. The Spend Plan will ensure that the average will stay below the ceiling.
 - Federal funding – the department is currently working under a FAST Act Extension.
 - COVID Relief funds - \$259M total; 29.5 million is DA and is being sent to TMAs.
 - Spend Plan – the BOT was presented with a revision and will vote in March.
 - Forecasts have been conservative and revenues are coming in higher.
 - The NC Bond Sale of \$700M was approved.
 - DOT has been able to get reimbursements from FHWA.
 - Expenditures are below what was forecasted.
 - COVID relief funds incorporated into Spend Plan.
 - CMAQ budget was increased for FY 21, as was the LAP budget.
 - The goal is to align the STIP with the Spend Plan. In order to do this, the department needs accurate information on locally administered projects.
 - Will be updating LAP Spend Plans annually, working with divisions and MPOs.
 - Cost Estimates – the department is working to get updated cost estimates with the Feasibility Studies Unit completing express designs. This work should be completed by end of June 2021 and could impact the STIP. The P6.0 workgroup will meet in July and discuss what this could mean for the P6.0 timeline.
 - STIP – cost increases continue to come in. FHWA has asked the department to provide additional information on fiscal constraint on a monthly basis.
- Chris Lukasina asked if the department is looking at doing some kind of STIP revision to account for the increase spending with revenues going up? If so, when and how should the MPOs be getting involved to work with the department to identify projects to accelerate?
- Van noted that when you look at FY22, the assumptions were that we would be over COVID. Burt Tasaico is redoing projections, but he doesn't anticipate there being opportunities to put projects back to where they were. Van noted that the department may have new revenue, but this is being eaten up by cost increases.
- It was noted by the MPOs that the divisions are typically engaged, but encouraged the department to also involve the MPOs. When central reaches out to the divisions, they or the divisions should also be reaching out to the MPOs. In the spirit of 3C, coordination and communication is key. Van responded that the speed at which delays occurred, the central

office needed to move fast to get bonds sold. He agreed that the department needs to get meaningful input from the POs in a quick manner.

- It may be helpful for DOT to help MPOs understand what the Spend Plan is and how it relates to the STIP.
- George Hoops added that FHWA needs the MPOs help in getting TIPs amended. It was noted by the MPOs that many times the MPOs are not aware that an amendment is happening until an email goes out with the Item N Handout. This could automatically require a 2-3 month delay (MPO approvals, public comment periods, etc.). This process needs to be more efficient.

3. SPOT Update

- Jason Schronce provided the following information:
 - Quantitative scoring is on-going and should be completed by June-July.
 - Travel Times Savings contracts are approved and the statewide model approval is underway.
 - The SPOT Office is working with modes internally to score non-highway projects.
 - There will be a 6-8 week data review period in April-May. Cost reviews for highway projects should be coming out around the same time.
 - LIP Methodology Webinars complete and policy guidance has been rolled out. The POs can start submitting these immediately.
 - There are two (2) types of LIP Methodology reviews:
 1. Admin Review – quick analysis if nothing has changed (just updating references and schedules). Will check everything internally. Shouldn't require action by Boards.
 2. Content Review – changes to policy – added flex policy, changing criteria or methodology – will go before the full methodology review committee. It was noted that NCAMPO has appointed Mike Kozlosky and Wannetta Mallette to participate in the review committee. Methodologies must be approved prior to assigning Regional LIP. The deadline to submit to the SPOT Office for review is the end of July, but can be sent in before the deadline.
 - Feasibility Studies Unit – express design cost analysis to help finalize available funding for P6 projects. July workgroup meeting will review this information to determine the schedule for P6. Available funding will be the driver of this discussion.
- Discussion ensued regarding the need for an Admin Review if nothing has changed. Jason Schronce noted that the methodologies should be priority cycle specific, so that information would at least need to be updated and reviewed.
- Chris Lukasina noted that NCAMPO's position is that LIP Methodologies that haven't changed anything shouldn't need any review, even an administrative review and stated that an approval step for something that has already been approved is unnecessary.
- Jason responded that the Admin Review is now in place so that MPOs don't need to take the methodologies to their Boards. Admin Reviews will not go before the full review committee. The SPOT Office wants to see the methodology approved for the current cycle. If the SPOT Office doesn't see it each time, things could change without the SPOT Office knowing. This is just a quick check.
- It was noted that the NCDOT Divisions' methodology is one document. The Chief Engineer's Office develops a menu of criteria that each division can choose from. Each division engineer will report back to the chief's office on what will be used for the division. The review committee will look at this document as a whole. The POs should reach out to their divisions to see if they are planning to change their methodologies from P5.0.

4. Metro Mayors Update - Beau Mills provided the following update:

- The NC Metro Mayors Coalition was formed in 2001 as a result of the mayors in the larger cities expanding the NC Public Transit Coalition and currently has 31 members.
- The Metro Mayors have completed a strategic planning effort with a focus on urban issues.

- The Metro Mayors Coalition focuses on Transportation, Public Safety, Community & Economic Development, and Local Control.
- For the 2021 Legislative Session, a priority for the Coalition is to restore state funding and then improve public transportation funding.
- 2021 likely priorities include continuing to support NCDOT's data-driven and collaborative process.
- The Coalition is looking at opportunities to join state-wide efforts for infrastructure at both the state and federal levels.
- 2021 Transportation Update:
 - The NC FIRST Commission is available to make presentations to the MPOs.
 - NCGO, a transportation advocacy group, is looking at how funding for transportation could be modernized.
 - Governor proposed NCDOT relief with latest COVID relief bill - \$250M
 - The Coalition will be monitoring progress on a federal infrastructure package.

5. 2021/2022 Conference Update

- Chris Lukasina announced that the decision was made during the NCAMPO Business Meeting to forego a 2021 Conference and focus efforts on planning for the 2022 in-person conference in Wilmington.
- NCAMPO could still look at holding one virtual opportunity in the fall 2021.
- Mike Kozlosky will be working to assemble the conference committee in the coming weeks.
- A subcommittee will be formed to look at updates to the NCAMPO website.

6. TPD Topics – Jamal Alavi, Nastasha Earle-Young, James Upchurch, and Jamie Viera, gave the following TPD update:

- SPR and CMAQ calls are in progress for FY 22. The deadline for SPR is Feb 19th and the deadline for CMAQ is March 19th.
- Please let Jamal know if your MPO is finished invoicing PL for FY 20 so that TPD can close out accounts. This will impact reallocations for FY 23.
- OIG Office has notified TPD that they are fully staffed and willing and able to review consultant agreements. TPD will not be doing any more CRS reviews. It was noted that it would be good for the MPOs to hear from OIG their plans to keep contract approvals in a timely manner. Jamal will schedule a meeting with OIG staff to discuss.
- TPD is finalizing a procurement walk through document to help POs understand the steps in procuring a private firm for studies. This document will also outline TPD staff role in this process.
- Safety Performance Measures are due by Feb. 27th.
- Data Purchasing:
 - TPD is currently in a holding pattern regarding purchasing big data.
 - FHWA is conducting a study to explore if the newer big data can replace traditional data that we normally collect. POs should hold off on purchasing any data until this study is complete. The study is expected to be complete by July 2021.
 - The 2020 Census UZA boundary data will be released approximately two (2) years after the release of the census data.
- The NC MOVES 2050 Plan was adopted by the BOT at the last meeting. A webtool for this initiative will be released on Monday, February 15th. Stakeholder meetings will also be scheduled to discuss the implementation plan.
- Risk & Resiliency Strategy Plan – MTPs need to include resiliency. TPD is developing some tools to help with this and will send to POs once complete.
- TPD provided an update on the new CTP 2.0 format.
- The following update was provided for the Traffic Count Database, and a demonstration was provided to show functionality:

- TPD will be reaching out in the coming months to see what staff would be best to receive training on the new traffic count database.
- Now collecting data in 15-minute intervals; also directional.
- Scheduled to complete Phase 2 in August 2021.
- Data availability – AADT's will probably not become official until August 2022. Data will be live on website, but will not be official.
- All station types will be available on one map.

7. FHWA Update – Loretta Barren gave the following update:

- FY 21 NOFO for INFRA and BUILD have been delayed. The new administration wants an opportunity to review the NOFO packages.
- The BUILD NOFO should be out by the end of April.
- FY 19 BUILD Grant awards – with a one (1) year extension of funding, Congress has also issued an extension for timelines to complete construction.
- FHWA has been discussing doing a mock certification review for non-TMA MPOs. Non-TMAs can reach out to FHWA if they are interested in this mock certification review.

8. NCARPO Update – Kelly Larkins noted that he had no update.

9. Other Business – There was no other business to discuss.

10. Adjournment – The meeting was adjourned at 3:50pm.

Respectfully Submitted,

Randi Gates, GCLMPO
NCAMPO Secretary