

## **BALTIMORE REGIONAL TRANSPORTATION BOARD**

September 24, 2019  
Baltimore Metropolitan Council  
9:13 to 10:42 A.M.

### **MINUTES**

The 311<sup>th</sup> meeting was called to order at 9:13 A.M. by the Chair, Ms. Lynda Eisenberg.

#### **1. APPROVAL OF MINUTES**

A request for a motion to approve the minutes of the August 27, 2019 BRTB meeting was made by Ms. Eisenberg. A motion was made by Mr. Ramond Robinson to approve the minutes and seconded by Mr. Greg Carski. The minutes were approved unanimously.

#### **2. PUBLIC PARTICIPATION OPPORTUNITY**

No one present wished to address the BRTB.

#### **3. REPORT ON PUBLIC COMMENTS**

Ms. Monica Haines Benkhedda reported that there are no BRTB comment opportunities this month, however, BMC has issued an RFP for qualified firms or organizations to evaluate the effectiveness of current public involvement activities of the BRTB and to develop recommendations for improving public involvement in the region's transportation planning process. Ms. Haines Benkhedda asked members to share this information with exceptional consultants they've worked with or distribute in various planning networks so we can get a wealth of proposals to pull from. Proposals must be received by BMC no later than Friday, October 11, at 2 p.m. Visit [baltometro.org](http://baltometro.org) to view the RFP.

In addition, Ms. Haines Benkhedda highlighted a range of planning activities around the region as reflected on the report that was distributed to all members.

Lastly, Ms. Haines Benkhedda shared a USDOT initiative: [Barriers and Solutions to Complete Trips for All National Dialogue](#). The goal of the dialogue is to understand how new technologies and innovations can improve mobility for those with disabilities and identify ways to reduce

the mobility barriers constraining the participation of Americans with disabilities in the workforce and in the community.

Ms. Haines Benkhedda noted that challenges people with disabilities face is an example of a transportation equity concern and shared the following statistics from the dialogue: 1) People with disabilities face an unemployment rate twice that of their peers; and 2) Thirty percent of people with disabilities unable to find employment cite mobility difficulties as a barrier to their success.

***[Handout: Public Involvement Report for September 2019, Flyer: Walk Maryland Day]***

#### **4. REPORT FROM THE PUBLIC ADVISORY COMMITTEE**

Ms. Haines Benkhedda reported the PAC Chair, Mr. Eric Norton is at another transportation event and she will be giving the September PAC report on his behalf:

- The meeting began with a follow up on the PAC's retreat and feedback given to the BRTB at its August meeting where Mr. Norton presented a summary of PAC concerns and asked BRTB members for feedback.
- The PAC is thankful to hear that the BRTB appreciated the PAC bringing these concerns to light and particularly glad to see BRTB Vice Chair, Ramond Robinson in attendance at its meeting.
- The PAC also reviewed the preliminary list of potential topics being considered for inclusion in the FY 2021 Unified Planning Work Program (UPWP). PAC members offered feedback on existing ideas and began a brainstorm on additional ideas, including some that were previous recommendations from the PAC.

Mr. Robinson said he found that attending the PAC meeting allowed him to gain greater understanding of the PAC's discussions as he was able to hear the full conversations and get a better sense of where they are coming from. Ms. Eisenberg asked members to check their calendars and let staff know which month they could attend a PAC meeting so they can hear directly from the PAC and have a chance to dialogue, ask questions, share information, offer feedback, etc.

Ms. Haines Benkhedda also noted that staff are working with the PAC Chairs to identify possibilities for a new meeting schedule and a seat at the table for the PAC at the Technical Committee meetings so their input can be heard earlier and better incorporated in the process.

#### **5. REPORT FROM THE TECHNICAL COMMITTEE**

Mr. David Cookson reported the following from the September TC meeting:

- BMC introduced Resolution #20-6, an action that is needed in order to amend the FY 2020 UPWP to carry over funding for tasks that were not completed in FY 2019. For consultant or subarea tasks that were not completed, the remaining funds need to be moved to the FY

2020 UPWP in order for reimbursement to occur. The TC recommended moving the resolution to the BRTB.

- Mr. Cedric Ward presented information on the Smart Signals Program, including examples of locations and corridors in the region where smart signals have been installed. He noted that not every intersection or corridor is a good candidate for this technology. Some locations employ a more traditional signal technology, some use primarily smart signals, and some feature a hybridized mix of technologies. These decisions depend on conditions at each intersection or along each corridor. The TC had a robust discussion on this topic.
- BMC updated the members on the transition from an aggregate Trip Based Model (TBM) towards a disaggregate Activity Based Model (ABM), known as InSITE. Through a series of TC meetings staff will inform members on InSITE disaggregate modeling differences, validation, and forecasting leading to a BRTB resolution adopting InSITE as the region's modeling tool. Once adopted, InSITE will be used in developing plans and programs and associated technical analyses, estimating mobile source emissions, and analyzing effects of plans and programs on Environmental Justice populations. In addition, state and local planning partners will apply InSITE in supporting corridor and project traffic studies.

## **6. CONSIDERATION OF APPROVAL OF RESOLUTION #20-6**

Mr. Todd Lang introduced resolution #20-6. This action is needed in order to amend the FY 2020 UPWP to carry over funding for tasks that were not completed in FY 2019. For consultant or subarea tasks that were not completed, the remaining funds need to be moved to the FY 2020 UPWP in order for reimbursement to occur.

Invoices are required to reflect activities in the current work program. Therefore, any incomplete activities must be identified at the close of any given fiscal year and be amended into the new work program.

Ms. Eisenberg asked for a motion. Mr. Robinson made a motion to move Resolution #20-6 and Mr. Gartner seconded the motion. Ms. Eisenberg asked if there was any discussion by the members and then by the audience. Hearing none she called for a vote and Resolution #20-6 was passed unanimously.

## **7. PRESENTATION: REGIONAL MTA/LOTS TRANSFER POINTS STUDY**

Ms. Regina Aris provided a review of this work task that was accomplished through UPWP funding. KFH Group was selected to assist with the tasks of: documentation of current bus stop planning processes, documentation of transfer fares and policies, develop a data dictionary, provide detailed transfer stop locations and profiles, consider schedule coordination, and provide a summary report of stop conditions. Some 97 stop locations were identified and data collection occurred at most (some were not located). The summary included photographs, maps and detailed summaries for bus stops and pathways. ADA conditions were also collected.

KFH Group will also be completing a bus stop planning guide in the near future. The transit partners will continue to review and coordinate to take best advantage of this work.

***[PowerPoint: Transit at the Table – It Works!]***

## **8. PRESENTATION: TRANSPORTATION DATA BOOKS**

Mr. Don Halligan updated members on progress related to the Transportation Data Book project. Mr. Halligan covered the background and approach being taken to develop the Data Books, describing the general timeline it has taken, including iterations of the process that had changed over the course of pulling the draft together. Consultant issues have prevented a draft from emerging sooner. Mr. Halligan described the format of the draft, three sections “Who we are & Where we live, Where we work, and How we get around”.

Mr. Halligan also discussed what is next for the effort, asking members to review and provide feedback on the existing draft. Several members had comments and questions, many liked the graphics but one asked if a black and white version can be made available. Once finalized, the reports will be made available online.

## **9. OTHER BUSINESS**

- Mr. Lang distributed the program for the upcoming AMPO Conference.
- The next BRTB meeting will be on Friday, October 11 to coincide with a BMC meeting of the elected officials. The BMC Board will meet from 8:30 to 9 and then the BRTB Board will gavel in and meet from 9 to 10.
- The upcoming BRTB/TC retreat will take place on Friday, January 10 at the University of Maryland CATT Lab in College Park. Mr. Lang referred members to the CATT Lab website for a preview of the range of products/services they offer.
- Ms. Eisenberg asked for a member of the BRTB to volunteer to attend the next PAC meeting on Wednesday, October 2 at 5:30.

The meeting adjourned at 10:42 A.M.

## **Members**

Kwame Arhin, Federal Highway Administration  
Greg Carski, Baltimore County Department of Public Works  
Steve Cohoon, Queen Anne’s County Department of Public Works  
Lynda Eisenberg, Carroll County Department of Planning  
Bruce Gartner, Howard County Office of Transportation  
Scott Hansen (for Bihui Xu), Maryland Department of Planning (MDP)  
Heather Murphy, Maryland Department of Transportation (MDOT)  
Sally Nash, City of Annapolis, Department of Planning  
Alex Rawls, Harford County, Department of Planning

Ramond Robinson, Anne Arundel County, Department of Planning & Zoning  
Steve Sharkey, Baltimore City Department of Transportation  
Kate Sylvester, Maryland Transit Administration

***Staff and Guests***

Regina Aris, Baltimore Metropolitan Council (BMC)  
Tyson Byrne (MDOT)  
Terry Freeland, BMC  
Monica Haines-Benkhedda, BMC  
Don Halligan, BMC  
Dan Janousek, MDOT  
Todd Lang, BMC  
Pete Regan, MDOT SHA

Respectfully submitted,

Todd R. Lang, Secretary  
Baltimore Regional Transportation Board