

Memorandum

To: Regional Transit Partnership
From: Jessica Hersh-Ballering, Transportation Planner
Date: April 22, 2021
Topic: FY22 Regional Transit Partnership Work Plan

Purpose: The purpose of the work plan that follows this memo is to create a roadmap for the Regional Transit Partnership's activities for the coming fiscal year, which begins July 1st.

Background: At the March meeting of the Regional Transit Partnership, TJPDC staff presented a draft FY22 RTP Work Plan. The Partnership was informed that of the activities listed, three activities (and their sub-activities) are essential to the continued functioning of the Regional Transit Partnership, while two of the activities (and their sub-activities) represented optional activities for the Partnership.

Partnership members offered feedback on the relative value of each of the proposed activities for their organizations/localities. Staff reviewed these comments and drafted the work plan that follows this memo.

Recommendation:

TJPDC staff request that the Regional Transit Partnership review and vote to approve the FY22 RTP Work Plan and/or request changes.

Please send any questions to Jessica Hersh-Ballering at jballering@tjpd.org.

FY-2022 Regional Transit Partnership Work Program

July 1, 2021-June 30, 2022

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Plan Purpose: The purpose of this plan is to create a roadmap for the Regional Transit Partnership's activities for the coming fiscal year. This plan identifies each activity, giving a brief description of each.

Essential Activities:

Activity 1: Program Administration

Description: The TJPDC will staff at least 10 agenda-setting meetings with the chair and vice chair as well as staff at least 10 meetings of the Regional Transit Partnership. Activities include preparing agendas and materials, writing minutes, handling public participation, correspondence with committee members (via email or video call), and updating committee websites. TJPDC staff will work to share transportation-related information with voting and non-voting members of the Regional Transit Partnership, local officials, the MPO Policy Board/TJPDC Commission meetings, and the general public.

Activity 2: Transit Grant Support

Sub-activity 2a: Regional Transit Vision Plan Support

Description: The Regional Transit Vision Plan is largely supported by grant funding from the Virginia Department of Rail and Public Transit, as well as local match from the City of Charlottesville and Albemarle County. TJPDC staff will facilitate the Regional Transit Partnership's full participation in the Regional Transit Vision Plan process as the plan's official advisory group. TJPDC staff will engage in additional tasks necessary to improve the effectiveness of grant-funded activities.

Sub-activity 2b: Identify Transit Funding Opportunities and Support Transit Funding Applications

Description: The TJPDC staff will work to identify additional funding opportunities for transit, share those opportunities with the Regional Transit Partnership, and support transit agencies and other eligible organizations in their funding applications. TJPDC staff will include the Regional Transit Partnership in the Smart Scale process, specifically identifying transit projects eligible for Smart Scale and seeking Regional Transit Partnership input regarding transit-related components of other projects.

Activity 3: Lead-in to FY23 strategic plan

Description: A new round of strategic planning is needed in fiscal year 2023 to allow the Regional Transit Partnership to refine and update its mission and vision, and set strategic priorities for the next 3-5 years. TJPDC staff will develop a scope of work for a new strategic planning process and develop a Request for Proposals for third-party consultants to aid the Partnership's strategic planning process.

Activity 4: Information Sharing

Sub-activity 4a: Spring Peer-City Virtual Workshop Series

Description: In order to address item #4 identified under “Short Term Goals” in the 2018 Regional Transit Partnership strategic plan, TJPDC staff and a summer intern will establish three virtual workshops, each with a “peer city,” with one of those cities being Blacksburg, VA. These workshops are intended for Regional Transit Partnership members and the staff/leaders from the peer city to discuss their transit hurdles and successes and learn from each other.

Sub-activity 4b: Ongoing Information Sharing

Description: TJPDC staff will invite knowledgeable speakers to Regional Transit Partnership meetings to share information requested by voting and non-voting members of the Partnership. Requests can be made in meetings or by emailing TJPDC staff. regarding regional, state, and local transportation projects that may impact local public transit operations and investment. Such presentations may include descriptions of transportation projects that may impact local public transit operations and investment, policy changes at the Virginia Department of Rail and Public Transit, etc.

Activity 5: Subcommittee Wrap-up Activities

Sub-activity 5a: Equitable Driver Appreciation Project

Description: TJPDC staff and possibly a summer intern will work directly with the standing subcommittee on this topic to continue to gather information on transit agency driver compensation and appreciation with the ultimate goal to create a public document that informs potential hires of the short- and long-term benefits of choosing to work with each transit agency. The goal of this document is to better inform potential hires, thus reducing turnover for transit agencies.

[End]