BRTB
Baltimore Regional Transportation Board

The Metropolitan Planning Organization for the Baltimore Region

TECHNICAL COMMITTEE
May 3, 2022
9:40 to 11:35 A.M.

MINUTES

The meeting was called to order at 9:30 A.M. by the Vice Chair, Mr. Brian Ulrich.

1. APPROVAL OF APRIL 2022 MINUTES

Mr. Ulrich asked for approval of the minutes from the April meeting of the Technical Committee. Mr. Kwaku Duah moved to approve the minutes with Mr. David Cookson seconding the motion. The minutes were unanimously approved.

2. RECOMMENDED ACTION ON RESOLUTION #22-14

Mr. Keith Kucharek introduced resolution #22-14. In Resolution #22-14 MDOT MTA requested to amend the FY 2022-2025 TIP to increase Section 5339 funding for the Rural Transit Systems – Capital Assistance project.

Ms. Erika Falk presented the details of the project. TIP development for Locally Operated Transit Systems (LOTS) are based on the prior year's awards initially. Once actual award amounts are announced, amendments are made to provide the correct funding. MDOT MTA is working to improve this procedure through enhanced asset management protocol.

This amendment increases Section 5339 funds by a total of $1.264 million including $1.011 million federal funding and $253,000 in matching funds. Funding will be used to provide federal funds to Anne Arundel County, Baltimore County and Howard County.

Anne Arundel County will use funds for Medium Bus Expansion and Small Cutaway Bus Expansion. Baltimore County will use the funds for Small Bus Replacements and Howard County will utilize funds for Heavy Duty Bus Replacement.

Mr. Duah asked if any of the funds would be used for electric vehicles. Subsequent to the meeting MDOT MTA indicated that it is entirely up to the local planners in each county. MDOT MTA does not get notified of the local planning purchases until the year before the actual purchase at which time MDOT MTA amends the TIP. It is recommended to reach out to the local planners directly for information on purchases outside of the current fiscal year.

Mr. Duah also asked what criteria is used to determine the difference between rural and urban areas. Subsequent to the Technical Committee meeting MDOT MTA indicated that rural counties are determined by the census. Once the census is determined, The Secretaries Office

(TSO) determines which counties are eligible for each TIP page (urban or rural). The only time the counties could change from their current status would be if the census changed and TSO revised the rural/urban designation.

There was a request for a motion regarding Resolution #22-14. Mr. Duah made a motion to send Resolution #22-14 to the BRTB as presented and Mr. Cookson seconded the motion. A vote was taken on Resolution #22-14, with unanimous support from the members.

[PowerPoint: TIP Amendment 22-25 – Rural Transit Systems Capital Assistance]

3. PRESENTATION: UNDERSTANDING THE LIVED EXPERIENCES OF LOW-INCOME COMMUNITIES AND COMMUNITIES OF COLOR DURING THE COVID-19 PANDEMIC THROUGH SURVEYS AND GROUP DISCUSSIONS

Dr. Celeste Chavis, Morgan State University, began by introducing the Transit Cooperative Research Program (TCRP) H60: Lessons Learned from COVID-19: Strategies to Enhance Racial and Social Equity through Public Transportation as a Community Lifeline. Dr. Chavis also introduced the research team, several of which attended the meeting. Then Dr. Mansoureh Jeihani shared the three research objectives and overall project activities. A key component is a survey and focus groups in 10 case study areas to document the experiences of disproportionately affected groups, especially low-income communities and communities of color that have high economic need and are transit dependent, during the COVID-19 crises as it relates to transit service.

In addition to learning about this research project, the Technical Committee was asked to assist. Members were asked to review the list of partner agencies and identify if any key groups are missing. Survey questions were also provided with a request to review and the possibility that one or two additional questions could be posed. Dr. Jeihani indicated that aggregate information from the surveys could be shared after the project panel approves it for release.

A question was raided regarding the focus on urban transit. There is a separate project that is focused on rural transit while this project is focused on urban, either large or small urban systems.

[PowerPoint: TCRP – H60: Lessons Learned from COVID-19: Strategies to Enhance Racial and Social Equity through Public Transportation as a Community Lifeline

4. PRESENTATION: CMAQ PLANNING

Ms. Nicole Hebert, BMC, gave an overview or recent Congestion Mitigation and Air Quality (CMAQ) planning efforts. After a regulatory background was given, the specific CMAQ performance measures and the periods over which these measurements are made were described. A high level performance period schedule was then reviewed. The next major planning milestone occurs October 1, 2022, when two performance reports are due to FHWA: the First Full Performance Period Progress Report and the Second Baseline Performance

Period Report/Plan. The contents of, geographic regions covered by, and agencies involved in compiling these reports were reviewed. A draft task schedule to ensure timely report submission was presented. There were two follow up questions: 1) are CMAQ funds limited to the geographic area within the targeted urbanized areas? and 2) what types of projects receive CMAQ funds in the Baltimore region? Ms. Hebert stated she would follow up on question 1. Ms. Aris answered for question 2 that recently in the Baltimore region CMAQ funds have gone to transit and rideshare improvements, including bus replacement and LOTS.

[PowerPoint: CMAQ Planning 2022]

5. PRESENTATION: BUS FLEET ELECTRIFICATION

Mr. Sam Snead, Anne Arundel County Director of Transportation, shared with the group progress with Anne Arundel County's fleet electrification progress. A draft ZEB/HEB Fleet Electrification Plan has been developed and a total of $5.6M in funding planned for a variety of activities, including purchases of electric vehicles and a development of the Transit Development Plan. Additional funding is being pursued for a new transit operations facility. Elements of the ZEB/HEB Fleet Electrification Plan include planning for workforce training, service provision in disadvantaged communities, potential funding sources, and start up and scale up challenges.

Installing charging infrastructure has involved coordination with a variety of services, including the Department of Public Works, Central Services, and Baltimore Gas and Electric, who each work together to build and maintain the infrastructure and vehicles. Initial electric and hybrid bus purchases are anticipated soon. It was noted that Howard County's Regional Transit Association currently operates an electric vehicle fleet of three electric buses and electric chargers, as well as one conductive charger.

Many vital best practices have been learned so far. Essential elements for successful implementation of fleet electrification include drafting and regularly updating an electrification plan, including DC fast charger installations, utilizing telematics, and training mechanics and drivers to maintain and operate vehicles.

[PowerPoint: Anne Arundel Fleet Electrification]

6. UPWP ACTIVITIES

• **Vulnerable Population Index Update** – Mr. Zach Kaufman summarized the Vulnerable Populations Index (VPI) and noted that the interactive map has been updated to reflect the recently released 2016-2020 5-year ACS data. The VPI shows the concentrations of seven vulnerable population groups in the Baltimore region: low-income population; non-Hispanic, minority population; Hispanic or Latino Population (all races); population with Limited English Proficiency; disabled population; elderly population (age 75+); and households with no car. The only methodological change when updating the data was a change in the definition of low-income from the poverty level to 200% of the poverty level. This change was based on a critique

from the Public Advisory Committee that the poverty level is too low and was approved by the TC in December 2021.

Mr. Kaufman then explained that Census Tracts are assigned a score of 0, 1, or 2 for each of the seven vulnerable populations. Census Tracts with a concentration of a vulnerable population below the regional average are assigned a 0. Census tracts with a concentration above the regional average are assigned a 1 or a 2 based on the degree to which they exceed the regional average. Scores are then totaled, yielding a composite index ranging from 0 to 14. The maximum VPI index for Census Tracts in the BMC region is 10. The VPI and maps for each of the seven demographic groups are available on the BMC website. The VPI is used in a number of BMC products including the TIP, LRTP, and several UPWP projects.

[PowerPoint: VPI Update]

- **Meeting Format** – Ms. Regina Aris continued the discussion whereby each committee decides on in person vs virtual meetings. At this time, an online option will remain for all meetings in order to better accommodate the public. There were several suggestions with the direction that the TC meet in person every other month. The June 7 meeting will be entirely virtual.

7. OTHER BUSINESS

Mr. Ulrich asked for a motion to close the TC meeting. Mr. Joel Gallihue made a motion which Mr. Duah seconded. The meeting adjourned at 11:06 A.M.

CLOSED SESSION

Mr. Ulrich asked for a motion to open a Closed Session of the Technical Committee in order to discuss three proposed RFPs. Mr. Steve Cohoon made a motion to open the Closed Session and Mr. Duah seconded the motion at 11:10 a.m.

Safe System Approach: Ms. Cindy Burch discussed the federal concept of SSA and how it will be applied in this region. She covered several tasks to be included in the RFP along with a timeline. The work is expected to be completed within FY 2023.

Technical committee members agreed with the project scope and agreed to move forward.

RTP LOTS Skills and Technology Support: Ms. Sheila Mahoney provided an overview of a survey that MDOT MTA conducted as part of the Central MD RTP that included all LOTS. Based on the results and follow-up with the Baltimore region LOTS, the two key areas of this task will focus on data standards and usage as well as training needs. A meeting with the LOTS and MDOT MTA will take place in early June to fine tune the areas of interest. From there an RFP will be prepared and released before the end of FY 2022, with work beginning early in FY 2023.

Technical committee members were in agreement with the project scope and agreed to move forward.

Regional and Local CAV Planning: Ms. Eileen Singleton provided an overview of the scope of work for the project Explore Connected/Automated Vehicle Integration for Local Governments. A draft RFP has been prepared and will be released before the end of FY 2022, with work beginning early in FY 2023.

Technical committee members were in agreement with the project scope and agreed to move forward.

Ms. Hebert posed several questions to the members as she prepares for a discussion of the Electric Vehicle task that she will present in June. The questions will be sent to the members to guide development of the RFP.

Mr. Ulrich asked for a motion to close the Closed Session of the TC. Mr. Duah made a motion to close the session after discussion of three proposed RFPs. Mr. Cohoon seconded the motion to close the session. The Closed Session ended at 11:35 a.m.

ATTENDANCE

Members
Ken Choi – Maryland Department of Planning
Patrick McMahon (for Jade Clayton) – Maryland Transit Administration (MDOT MTA)
Steve Cohoon – Queen Anne's County Department of Public Works
David Cookson – Howard County Office of Transportation
Angelica Daniel – Baltimore County Department of Public Works & Transportation
Kwaku Duah – Annapolis Department of Transportation
Joel Gallihue – Harford County Department of Planning
Dan Janousek – Maryland Department of Transportation (MDOT)
Lisa Minnick Sirota – Maryland State Highway Administration (MDOT SHA)
Catherine Salarano – Maryland Department of the Environment
Brian Ulrich – Anne Arundel County Office of Transportation (OOT)
Graham Young – Baltimore City Department of Transportation

Staff and Guests
Regina Aris - Baltimore Metropolitan Council (BMC)
Keith Belcher – MDOT SHA
Emily Bull - MDE
Cindy Burch - BMC
Rochelle Carpenter – Toole Design
Celeste Chavis – Morgan State University (MSU)
Rebecca Deibel - BMC
Erika Falk, MDOT MTA
Monica Haines Benkhedda - BMC
Nicole Hebert - BMC
Victor Henry - BMC

Mansoureh Jeihani, MSU
Zach Kaufman - BMC
Keith Kucharek - BMC
Todd Lang – BMC
Deb Matherly – MIRTA LLC
Sheila Mahoney – BMC
Charlene Mingus, BMC
Keisha Pollack Porter – Johns Hopkins
Molly Porter – MDOT SHA
Eileen Singleton - BMC
Sam Snead – Anne Arundel OOT