

AGENDA
New York State Association of MPOs
Friday, June 10, 2005
Grand Hotel – Poughkeepsie
40 Civic Center Plaza
Poughkeepsie, NY 12601
Vanderbilt Room #420
12:00-3:00 pm

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|---|------------------|
| 1. Welcome and Introductions | All |
| 2. Meeting Summaries – April 1 and May 6 (Attachments A & B) | All |
| 3. AMPO/TEA-21 Update | Gayle |
| 4. New York State DOT – EAB (Energy Plan, Conformity Debrief) | Zamurs |
| 5. Statewide Transportation Master Plan | All |
| 6. SCI Projects | |
| Travel Behavior Factors | Poorman |
| Statewide Data | Gayle/Makler |
| Congestion Management Systems (Status, Workshop Aug 4) | Rowlands/Siwiek |
| Training | Siwiek |
| Operations and Staffing Survey | Siwiek |
| 7. ITE/NYSMPO Annual Conference | Siwiek |
| 8. Statewide Coordination Efforts | Siwiek/Schissell |
| 9. Air Quality Working Group Update | Siwiek |
| 10. New York State Public Transportation Conference | Siwiek |
| 11. Other Business | All |
| 12. Next Meeting Date/Location | All |

**New York State MPO Association
Friday, May 6, 2005
Teleconference Meeting Summary**

Participants:

Dave Jukins, CDTC
Larry McAuliffe, NYMTC
Jay Schissell ECTC
Jim d'Agostino, SMTC
Eoin Wrafter, PDCTC
Kate Schmidt, OCTC
Dick Beers, FHWA
Aaron Frankenfeld, AGFTC

Joel Ettinger, NYMTC
Ku-ann Chiao, NYMTC
Steve Gayle, BMTS
Rich Perrin, GTC
Harry Miller, HOCTS
Michelle Badger, NYSDOT
Tom Kearney, FHWA
Irwin Kessman, FTA

Staff:

Sarah Siwek, Don Camph, Jon Makler

1. SCI-CMS

Jon distributed information from the project's consultant (ICF) recent email survey of NY MPOs that currently deal with CMS. One item was the key transportation challenges that each of these MPOs identified. The second item, which was discussed for several minutes, was the list of MPOs that the consultant plans to interview as one element of their work on this project. It was widely felt by conference call participants that Chicago should be used as a useful complement to NYMTC. Other perspectives were that interviewees should reflect different regions of the county, a variety of sizes, and particularly progressive MPOs. When the list of eight is set, it will be distributed to association members for comment.

2. SCI-Data

Jon reported that the Cornell student hired to perform the first task of Phase Two has submitted a draft memo identifying and evaluating a sample of statewide data clearinghouses. Steve explained that the next step will involve a discussion of how to move forward with a web-based data clearinghouse for the association. Ku-ann Chiao (NYMTC) described his agency's Strategic Data Initiative and the work of a TRB group with which he is affiliated. A task force including Jon, Steve and Ku-ann as well as Tom Kearney (FHWA), Rich Guarino (GBNRTC's webmaster), and Tom Westhuis (NYSDOT, tentatively) will begin meeting on this subject.

3. Training

Sarah presented two issues related to statewide training opportunities. A table indicating how many staff would attend each course from each MPO demonstrated strong interest in travel modeling, air quality and some other areas. Sarah also raised a concern about the fact that each SCI needs to be hosted by an MPO. Some spoke to the frustrations associated with host agency protocols for contracting logistics. The timing of choosing SCI initiatives and developing UPWP's was also raised as an issue for future

consideration. Sarah will be talking to Tom Kearney to explore options that meet federal requirements.

4. Statewide Staffing Survey

Jon distributed a matrix illustrating in shorthand each MPO's responses in the "interesting practices" section of the survey. The matrix identifies the agencies that had accomplishments and/or frustrations in each of the 24 identified topics. In the discussion that followed, a decision was reached to ask each MPO that identified an "interesting practice" to elaborate (1 or 2 paragraphs) on its experience. Jon will prepare a format for collecting these descriptions. There was also interest in using these findings as the basis for future conferences/panels as well as to facilitate information sharing between agencies on specific topics.

5. Upcoming Conferences

- ITE: Sarah and Rich are going to work together to identify session topics
- Safety Forum: Jon/Steve will be asking MPOs that have not yet RSVP'd to estimate their likely attendance numbers via email
- NYPTA: Sarah/John in a recent meeting identified 3-4 areas of interest

6. Calendar

- 6/9-10 Safety Forum (Poughkeepsie)
- 6/10 (lunch and afternoon): June Directors Meeting (Poughkeepsie)
- 7/8 @ 1pm: July Directors Teleconference
- 8/4: CMS Workshop (Syracuse)
- 8/5: August Directors Meeting (Syracuse)

NYSMPO Meeting Summary
Friday, April 1, 2005
Utica, NY

Present:

John McNeill
Hal Morse
Dick Beers
Joel Ettinger
Rich Perrin
Mary Rowlands
Jon Makler
Rob Griffith
Amy Jackson-Grove
Bill Tobin

Aaron Frankenfeld
Steve Gayle
Kealy Salomon
John Poorman
Fernando d' Aragon
Jay Schissell
Don Camph
Harry Miller

By Phone: Larry McAuliffe

NYSDOT Guests: Ron Hayes, Tim Gilchrist, Jack Guinan, Bob Zerrillo, Cliff Thomas, Tom Boehm, Joy Chiu

1. Welcome and Introductions

2. Meeting Summaries (February 4 and March 3)

Minutes from both meetings were included as attachments to the agenda. There were no comments offered at this time.

3. AMPO/TEA-21 Update

The House has passed a bill around which the only notable drama included an attempt to add a toll amendment that was defeated. The Senate is now in committee with floor time expected in April. This leaves enough time for a conference committee before expiration of the current extension.

On the AMPO front, the major issue is related to the 2010 Census Advisory Committee. Because seats are being cut from 40 to 20 and direct representation of transportation being in jeopardy, AMPO is supporting a liaison from AASHTO.

Action: Sarah will draft a letter of support for directors to sign in time for the April 8 deadline. (This was subsequently done by Steve Gayle and John Poorman and sent in on time.)

4. NYSDOT Presentation

Tom Boehm, NYSDOT Chief of Staff, and several directors from the Statewide Transportation Policy & Strategy Division (STPSD), gave a presentation about how this division, which will have extensive interaction with MPOs, will be coming to life. Notably, there are three "Area Directors" (Southern Tier and Western; Central and Northeast; Downstate: Hayes, Thomas and

Gilchrist, respectively). There was also a brief report on the status of the statewide master plan and its approval process.

There was widespread pleasure at the new name for this division and brief discussion about the impact of the changes on the roles of Regional Directors and RPPMs. There was also extensive dialogue about the relationship of the statewide master plan and its development to MPOs and their activities. NYSDOT's objective is to receive feedback from MPOs about the plan. It was indicated that the master plan is a high-level policy document and would have no impact on existing plans and TIPs. Numerous directors explained the difficulty of having any formal action taken on the plan in the month long window provided. There was also a discussion of the best ways to achieve a continuous process and communication with MPOs and how the NYSDOT would be represented on MPO policy committees in the future. The NYSMPOs also encouraged the NYSDOT Directors to have NYSDOT work with the NYSMPOs on Shared Cost Initiatives.

Action: NYSDOT Area Directors agreed to work with the MPOs in their respective areas and to address the issues noted above and to determine the best way to get input on the State Master Plan once it is available.

5. Safety Forum Status

Preparations for the safety forum, which is June 9-10 in Poughkeepsie, are proceeding with very good response from invited speakers such as Michael Meyer (Georgia Tech) for the keynote spot. Most of the main speakers are now nailed down and registration materials should be going out soon.

Action: It would be helpful if each director would email Steve and Sarah with the approximate number of personnel that will be attending from their agency.

Action: Post invitation/announcement to website.

Action: Each MPO (those that did not provide lists to Sarah) to email out the final registration form to those persons in their regions who may be interested in attending (Note: Sarah's office will send out invitations to the 200+ list that was submitted by certain MPOs.)

6. Transportation Enhancements

The issue at hand is the fact that TEP funds have accumulated since September 2003. Each MPO has a queue of TEP projects and so there is interest in when and how funds will next be obligated. A question was raised as to why TEP funds are allocated through a statewide competition, with the answer being that if the funding were divided by region it would be difficult or impossible to fund a large project in any of the small regions.

Action: John McNeil will investigate what's happening with the TEP funds. John subsequently sent an email to the MPOs indicating that until TEA-21 reauthorization is finalized there will not be a new round of TEA applications.

7. FHWA Customer Survey Results

Rob Griffith (FHWA) presented the final results of the customer survey, noting areas in which the statewide average score was below 4 (out of 5). There was some good humor about people forgetting how they had answered the survey and one broad message was reiterated that many

comments reflect a frustration with the relationship between MPOs and NYSDOT and the MPOs' desire for FHWA to hold the MPOs and DOT to the same standards in terms of meeting federal requirements. There was also a desire expressed for FHWA to disseminate best practice information from other parts of the state and country. Other concerns expressed: UCTC would like to see FHWA's vacant/inactive seat filled; there is some concern about how much PL (federal) funds should be used to fulfill the state's energy plan requirement; there is an interest in "mini-certification reviews" for the smaller MPOs; there was also a call for more leadership from FHWA in the air quality ICG.

8. SCI Projects

a. Travel Behavior Factors (CDTC)

John reported that there has been a very good response rate from the select group of experts invited to the colloquy.

b. Statewide Data (BMTS)

Jon reported that a Cornell graduate student (Isaac David Kremer) has been hired to perform the first task of Phase 2, which will involve surveying websites and producing a memo on what features should and shouldn't be included in a NYSMPO data directory. There were five applicants for the position, one of whom is interested in a summer job (resume distributed). Through this search, it was learned that Cornell has a program for subsidizing summer interns in urban planning. Contact Jon for more information.

Action: Directors will presently be receiving an email from Isaac seeking information such as common data sources for each MPO.

c. Congestion Management Systems (SMTC)

Jon reported that the firm ICF Consulting was hired to perform this work and that a kickoff meeting was held earlier that morning (April 1). Mary, Rich and Mark Debaldo of PDCTC as well as Sarah and Jon comprise a Study Advisory Committee (SAC). Jon mentioned that the directors will be receiving a brief email request for information about their CMS programs, as applicable. Jon also asked who would attend the planned forum and the consensus seemed to be that staff would be delegated and some directors may attend.

Action: Please note on your calendars that the tentative date for the forum is Thursday, August 4 in Binghamton, in advance of the directors meeting there the next day. Action: CMS-afflicted MPOs will presently be receiving an email from the consultant with several basic queries about CMS practices.

d. Community Design (CDTC)

Sarah reported that this project is nearing completion!

e. Training

Sarah distributed a memo summarizing the priorities for training based on MPO responses to her recent email survey. Already several trainings are scheduled (Introduction to Transportation Conformity in NYC in May; The Safety Forum in

Poughkeepsie in June; Safe Routes to School training in Rochester in June and in Orange County in October-November). The air quality group has requested a course on Estimating Regional Emissions Analysis, which Sarah is in the process of arranging. The results of the email survey (pending CDTC, NYMTC responses) suggest a significant interest in travel demand modeling.

Action: Sarah will collect responses from the remaining MPOs and suggest a training program for the year based on final responses.

9. ITE/NYSMPO Conference

Rich is working with organizers of this year's ITE conference, which will be held in October in Rochester. There was discussion about the appropriate role for the association to play, based on mixed feelings about last year's conference. Action: Jon/Rich will solicit session topic ideas from the group; During the 5/6 conference call, the group can consider these nominations, select several and delegate responsibility for developing each session concept.

10. Operations & Staffing Survey

During the two weeks preceding the meeting, every MPO except for NYMTC was interviewed by phone by Jon Makler and Don Camph. Jon distributed a list of ten "initial impressions" from these conversations. Several directors asked about next steps in this activity. One suggestion was to develop a document of the "interesting practices" identified through the interviews.

Actions: Jon will collect "data" elements from some remaining MPOs. Don and Jon will set up an interview with Joel Ettinger of NYMTC and a draft findings report will be distributed prior to the May 6 conference call.

11. Air Quality Working Group Update

Jon reported that, as usual, the air quality working group had a conference call in advance of the directors meeting. There was significant discussion of the June 15th deadline and concerns about the ICG process. There was agreement that once the proverbial dust has settled, there should be an effort to evaluate the ICG process. Among other topics discussed, there was considerable interest in the process used at each MPO for selecting CMAQ projects. The next air quality conference call is scheduled for May 23rd at 1pm.

12. NYPTA Conference

The New York Public Transportation Association (NYPTA) conference is currently scheduled for November 16-18 in Albany. Sarah will be meeting with organizers on April 29th in Albany to discuss co-sponsorship (John agreed to participate). There was some discussion about whether and how the association should participate in the conference, with some relating mixed experiences from the past. It was agreed that if planning-related sessions are developed they should be concentrated on a single day. Some felt that the best way to link with planning is to be more active about engaging appropriate transit agency personnel in MPO association activities. There was also mention of a recent report, entitled, "Transit at the Table" that several recommended highly.

Action: Sarah and John will meet with the NYPTA group on 4/29 and report to the directors about that meeting during the 5/6 conference call meeting.

10. Upcoming Meetings

- a. May 6 @ 1pm: NYSMPO Directors Teleconference
- b. May 23 @ 1pm: NY Air Quality Working Group Teleconference
- c. June 9-10: Safety Forum (Poughkeepsie)
- d. June 10 @ noon: NYSMPO Directors Meeting (Lunch and Afternoon)
- e. June 20-21: Safe Routes to School Training (Rochester, site TBD)
- f. July 8 @ 1pm: NYSMPO Directors Teleconference
- g. August 4: CMS Forum (Binghamton)
- h. August 5: NYSMPO Directors Meeting (Binghamton)