

AGENDA
New York State Association of MPOs
Friday, August 1, 2003
Herkimer-Oneida Counties Transportation Study
Utica - Union Station
321 Main Street, Utica, NY
(Map & Directions Attached)

1. Welcome and Introductions
2. Meeting Summary June 6, 2003 (Attachment A) All
3. Update on TEA-21 reauthorization/AMPO Gayle/Siwiek
4. FHWA Statewide Planning Finding- 2004/06 STIP
(Attachment to be distributed separately) Kearney/Griffith
5. Pavement Management – Electronic Pavement Scoring Rick Bennett
6. Bridge Management Strategy – Information sharing Morse/All
7. Communications Strategy – Funding Needs
(Attachments to be distributed separately) Camph
8. SCI Projects
 SCI Meta-Library Siwiek
 Travel Behaviors Factors Update Siwiek/Poorman
 Integrated Community Design Poorman
 Long Term Funding Needs Gleason
 GIS Training Salomon
 ITS Statewide Study Poorman
9. Title VI Environmental Justice Vulnerability Assessment
(Attachment B) All

**NYS Association of Metropolitan Planning Organizations
Meeting Summary
June 6, 2003**

Attendees:

John Poorman, Capital District Transportation Committee
Steve Gayle, Binghamton Metropolitan Transportation Council
Jay Schissell, Elmira-Chemung Transportation Council
Hal Morse, Greater Buffalo-Niagara Frontier Transportation Council
Larry McAuliffe, New York Metropolitan Transportation Council
Aaron Frankenfeld, Adirondack/Glens Falls Transportation Council
Marty Neveu, NYSDOT
Alicia Nolan, FHWA
Carolyn Bourdeaux, Sarah J. Siwek & Associates
Sarah J. Siwek, Sarah J. Siwek & Associates
Don Camph, Sarah J. Siwek & Associates
Harry Miller, Herkimer-Oneida Counties Transportation Study
Steve Gleason, Genesee Transportation Council
Victor Jerrin, Ithaca Tompkins Counties Transportation Council
Seth Richards, Student
Jon Makler, Sarah J. Siwek & Associates
Kealy Salomon, PDCTC

1) Welcome and Introductions

2) April 4, 2003 Meeting Summary

Names need to be fixed on list of attendees.

3) Update on AMPO Activities

Steve Gayle reported that there was an effort to develop a united group of local government organizations to advance an agenda in "T-3." He also reported that a transportation operations committee had been formed and that AMPO was involved in disseminating information on operations issues and concerns for the reauthorization. Also, AMPO had questions about an "urban congestion initiative" that the National League of Cities was attempting to advance for the reauthorization.

Some on the committee pointed out that urban areas were getting short shrift because of the states. AMPO might instead argue for a better subvention to MPOs rather than a new pot of funding purely for urban areas.

4) Discussion of SAFETEA

It was reported that portions of the Administration bill may likely be used by Congress, but at this point, it was hard to get a clear read on the legislation. There is also a likelihood that if there is not a mark-up of the legislation by July 4th, then the bill would

likely not advance this year. No one in Washington, D.C. was happy with the funding levels in the bill and she suspected that this concern would probably drive the process. Also, there is increasing talk of a 1-2 year extension of the bill.

5) SCI Projects

a) SCI Meta Library

The Committee discussed the follow-up to the Advanced Technology Data Needs Study. The study had recommended that the MPOs develop a library of data resources. Members of the Committee decided that they should discuss this with their staff that would use this data. They would ask that their technical staff discuss among themselves who would host the data library, how to develop common standards, etc. John Makler agreed to look into the resources that would be available and would be the point person on bringing together the technical staff for this initiative.

Action: Staff will coordinate bringing together MPO technical staff to discuss the development of a Data Library.

b) Travel Behavior Factors Update

Alicia Nolan is working with the FHWA HQ on identifying the best way to advance this project. Alicia Nolan agreed to let Sarah and others know what options the FHWA might have for proceeding on this project and how restricted the call for proposals could be if FHWA takes the lead on the project..

Action: Sarah Siwek will distribute FHWA Scope of Work and will check in with Alicia Nolan on how FHWA might proceed on advertising the project.

c) Integrated Community Design Study

John Poorman had talked with his staff and postponed the April meeting with Wilbur Smith and Associates while his staff improved and confirmed the list of projects that would be developed into model case studies. His staff has talked with NYSDOT and CSS staff to solicit projects that might be useful case studies.

Action: Staff will follow up with Dave Jukins about the progress of this project.

d) Long Term Funding Needs Update

The Committee received a 4-page synopsis of the report. Steve Gleason reported that NYMTC had asked that the consultant revisit the numbers for the New York City region. Larry McAuliffe was concerned that if the needs estimates were too conservative, when these numbers were presented at the national level, it would look like New York State's needs were low relative to the rest of the country. Others on the Committee argued that lower numbers made them more credible. Otherwise, four MPOs (CDTC, ITCTC,

AGFTC, and SMTC) that had not received a call from the consultants previously had now been consulted and had approved the numbers used in the report.

e) GIS Training

Kealy Salomon discussed the dates of the GIS training sessions:

July 23-25, GIS Intro Class in Syracuse

August 5-7, GIS Intro Class at Hunter College in NYC

Currently, the PDTC staff was looking at other sessions in mid-September in Syracuse and mid-October in New York City. They were also discussing early November for an Advanced Cartographic Design session. She asked that Committee members let her know if their staff would have commitments that might overlap with these time periods and let Owen with PDTC know so that they can get the remaining sessions scheduled quickly.

f) ITS Integration Study

The statewide project continues to progress slowly. There has not been a Steering Committee Meeting recently. The MPO SCI contribution to the ITS process continued to be on hold.

g) Training on Integrated Decision-Making

John Poorman reported that there had been four sessions. The MPOs did not fill all their slots but the sessions were well done. He had sent a letter to John McNeil trying to determine the cost of funding an extra session from the SCI funding. He asked the Committee if everyone was O.K. with using the \$17,000+ in FY03 SCI funds that has just recently been made available for a training session and everyone agreed that this expenditure was acceptable.

Action: John Poorman will follow up on scheduling an additional session.

6) SAFETEA Discussion, Part II

A memo was distributed discussing some proposed changes in planning requirements for MPOs in SAFETEA. In particular, there were concerns about the proposed merger of the TIP and RTP, and replacing the current process with a five-year update of the merged transportation plan. In effect this would create a 20-year TIP, the first five years of which would be the equivalent of the existing TIP. The aim of the merger is to eliminate redundant air quality conformity processes. However, some members were concerned that the TIP and RTP represented very different processes – one having detailed projects and the other describing a regional vision for transportation systems. There was then a proposal for a 2-year TIP and 5 year RTP process, which would create a complementary non-synchronized process.

The MPO Directors also supported regular certification reviews. Steve Gayle mentioned

that he would also raise this issue with AMPO.

7) TEA-21 Works Meeting Report

Larry McAuliffe reported that TEA-21 Works was concerned that “SHARE” (the coalition of southern states and other donor states) would not be supportive of ISTEA principles. He handed out a packet of educational information from TEA-21 Works stating their positions on the reauthorization bill.

8) Long Term Funding Communications Strategy

A draft of a potential brochure for the communications strategy was distributed. A list of New York State organizations that might be interested in these educational materials about MPOs and their transportation concerns was also distributed. MPOs were asked to email comments and suggestions on the brochure and on the list of organizations that should receive the materials, and staff would send out the information to the statewide organizations. Committee members suggested that he send out lists and brochures digitally so that the MPOs could print them out and distribute these as needed.

Action: The Committee members agreed to send comments on the brochure and on the lists for distribution to state organizations no later than the end of the following week. Staff will then format the materials and begin work on distribution of the materials.

9) Other Items

John Poorman reported that there were early plans for the Upstate Chapter of the APA to hold its annual conference in Saratoga Springs. The last conference of the APA had been cosponsored by the MPOs. APA organizers were very interested in having the MPOs involved.

Alicia Nolan reported that Tom Kearny would like to be at the next MPO meeting to discuss some possible changes to the STIP planning process. In the meantime, he would be contacting MPO Directors individually about these changes. She also reported that Dick Beers would be replacing her as the FHWA liaison to the MPOs.

10) Next Meeting Date/Place

The next meeting was set for August 1st in Utica, NY.

July 23, 2003

**Re: Title VI/Environmental Justice
Vulnerability Assessment
Training Review**

Dear MPO Director:

The Office of Equal Opportunity Development and Compliance (OEODC) as part of our Continuous Improvement of the Department's Title VI/Environmental Justice Program has begun the process in implementing FHWA's revised Title VI Documentation Guidance process for MPO's. Our goal is to (1) introduce your organization to the revised Guidance Document, (2) provide training to your staff, and (3) train OEODC's Civil Rights staff in conducting a Vulnerability Assessment Review. The other reason for this effort is due to organizational restructuring within NESTED since your last review. Therefore, we are seeking your assistance by providing the required desk audit materials needed to complete our review. Attached is the Title VI/Environmental Justice Guidance Document for MPO's. This Checklist identifies documentation we are requesting as part of this training/sharing of information meeting. The requested documentation and/or response's should be submitted to our office by **September 15, 2003.**

A desk audit of the above information will be conducted prior to our (Civil Rights staff) onsite visit. It is very important that the requested information be submitted in a timely manner and is complete. The desk audit will assist us in evaluating and identifying possible areas of vulnerability to lawsuits of discrimination, and expediting the actual onsite review which will be conducted in person.

The requested documentation should cover the period from April 1, 2002 through April 1, 2003 and be submitted in Microsoft Word format. If you cannot provide the information in the requested format please contact us as soon as possible. In any event the information should be e-mailed (items that cannot should be mailed) to Mr. Emery Moore, emoore@gw.dot.state.ny.us once completed. Additional documentation may be requested during the actual on site review based upon the findings during the desk audit phase.

This is not a compliance review, therefore, we will not issue a finding formal or informal to the Federal Highway Administration (FHWA).

Should you have any further questions regarding this matter please contact me via telephone at (518) 457-0948 or e-mail me at wross@gw.dot.state.ny.us.

Thank you for your assistance and cooperation regarding this matter.

Sincerely,

William Ross

Title VI Program Manager
Office of Equal Opportunity
Development and Compliance

attachments:

cc: J. Prince, Federal Transit Administration.
T. Herritt, Federal Highway Administration
C. Thorklidsen, Federal Highway Administration
M. Nevue, MPO, 4-206
C. Kuzman, MPO, 4 - 206
G. F. Sweeney, Director, OEODC, 4 - G16
E. Moore, OEODC, 4 - G-16

DIRECTIONS TO: *HERKIMER-ONEIDA COUNTY TRANSPORTATION STUDY*

Located at Boehlert Center @ Union Station

321 Main St. Utica, NY 13501

IF you are coming from the EAST or WEST:

- 1. Take Utica Exit off NYS Thruway (Exit 31).**
- 2. After you come out of the toll booth, travel straight and over a bridge to Genesee Street South. h.**
- 3. Take a right onto Genesee St. South, past Wendy's & McDonald's, after traffic light take the John St./Broad St. Exit.**
- 4. Stay in Broad St. Exit to the right, then a quick left turn under the bridge at the traffic light onto Broad St.**
- 5. At the second traffic light on Broad St. turn left onto First Street.**
- 6. At the next intersection (Broad and Main St.) go straight - along the side of Union Station.**
- 7. Parking available through the small overpass in the rear of the station. Once through the overpass, parking is to the far right - labeled public parking.**
- 8. Enter the building through the entrance off the parking lot. Elevators to the third floor are located to the right along the rear hallway. Off the elevator, take a right to our office. Our receptionist will greet you.**

IF you are coming from the SOUTH:

- 1. Take Rt.12 South until you reach the Whitesboro/Downtown Utica exit on the right.**
- 2. Get into your left lane until you reach a stoplight, turn left onto Oriskany Blvd.**
- 3. Continue on Oriskany, cross Genesee Street, bear left and get into the left-hand turning lane.**
- 4. Turn left at light and immediately get into your right-hand lane. Turn right onto Broad St.**

- 5. At the second traffic light on Broad St. turn left onto First Street.**
- 6. At the next intersection (Broad and Main St.) go straight - along the side of Union Station.**
- 7. Parking available through the small overpass in the rear of the station. Once through the overpass, parking is to the far right - labeled public parking.**
- 8. Enter the building through the entrance off the parking lot (near the turn around circle). Elevators to the third floor are located to the right along the rear hallway. Off the elevator, take a right to our office. Our receptionist will greet you.**

