

**TRAFFIX Subcommittee Meeting
Minutes
November 9, 2020, 11:30 am
Via Webex**

Pursuant to the declared state of emergency in the Commonwealth of Virginia in response to the COVID-19 pandemic and to protect the public health and safety of TRAFFIX Subcommittee members, staff, and the general public, today's meeting is being held electronically via Webex. These electronic meetings are required to complete essential business on behalf of the region.

Per the requirements of the Code of Virginia, the agenda and all supporting documentation were posted on the HRTPO website for public review, and electronic copies of this information were provided to TRAFFIX Subcommittee members and other interested parties.

A recording is being made of today's meeting and will be posted on the HRTPO website. In addition, the general public was provided an opportunity to provide comments on today's meeting agenda via two options:

- 1. Members of the public were invited to submit comments to the TRAFFIX Subcommittee via email.*
- 2. Members of the public were also invited to call into a dedicated phone line where comments could be recorded for the Commission.*

Members of the public were also invited to call in via a dedicated phone line to listen to the meeting live.

A recording was made of today's meeting and will be posted on the HRTPO website.

The following voting members attended the web meeting (alphabetically by last name):

Chris Arabia (DRPT)
Benjamin Camras (Chesapeake)
Cole Fisher (Virginia Beach)
Angela Hopkins (Newport News)
Carl Jackson (Portsmouth)
Luther Jenkins (Chesapeake)
Joshua Moore (WATA)
Mark Shea (Virginia Beach)

The following voting members were absent (alphabetically by last name):

Keisha Branch (HRT)
Saul Gleiser (Newport News)
L.J. Hansen (Suffolk)

Mike Hayes (Hampton)
Jamie Oliver (Isle of Wight)
Brian Pierce (Newport News)
Evandro Santos (Norfolk)
Eric Stringfield (VDOT)

The following others attended the web meeting (alphabetically by last name):

Emily Cass (HRT)
Ron Hodges (HRT)
Uros Jovanovic (HRTPO)
Maria Ptakowski (Suffolk)

1. Call to Order

Carl Jackson (Chair, City of Portsmouth) called the meeting to order shortly after 11:30 am.

2. Public Comment Period

There were no public comments.

3. Approval of Minutes

March and June meeting minutes were approved.

4. Approval of Agenda

The agenda was approved, as presented, without objection.

5. Annual Report DRAFT

Mr. Ron Hodges reviewed the draft version of the annual report for FY20.

6. Pandemic TRAFFIX Update

Ms. Emily Cass presented to the committee the following information during the COVID-19 pandemic:

- Carpool trends
- Vanpool trends
- Transit trends
- Bike trends
- Telework trends

7. Outreach & Marketing

Ms. Emily Cass updated the committee on employer communication, base office, marketing materials, and website update.

8. ACT Conference

Mr. Carl Jackson briefed the committee members on the latest development at the ACT conference.

9. Old Business/New Business

Mr. Ron Hodges presented a cost estimate of the HRT conference room upgrades heavily used by HRT TRAFFIX Staff. The committee voted unanimously for conference room upgrades.

Ms. Emily Cass presented an option for ACT membership that would save TRAFFIX money: 5 memberships (for Ms. Cass, three of her team members and Mr. Ron Hodges) would cost \$1350. The committee voted unanimously for the presented ACT membership option.

Ms. Emily Cass briefed the committee members on additional bike racks that would be placed at various HRT stops.

10. Round Table Discussion

Chesapeake – no update at the time.

Newport News – no update at the time.

Portsmouth – Mr. Carl Jackson provided updates on two SMART SCALE projects concerned with Park & Ride lots.

Virginia Beach – Mr. Cole Fisher updated the committee on a micro transit pilot project that will be kicked off next spring that will be in the Bayside area (with HRT cooperation).

WATA – no update at the time.

DRPT – Mr. Chris Arabia provided an update on transit appreciation month, partnership with Telework!VA, and a grant application that is due December 1.

11. Next Meeting

Mr. Uros Jovanovic notified the subcommittee members that, in light of the COVID-19 pandemic, a doodle poll with possible dates & times (March/April) for the next meeting will be sent out to committee members.

The meeting was adjourned at 12:39 pm.