

**Summary Minutes of the HRTPO Community Transportation  
Advisory Committee (CTAC) Meeting  
June 11, 2018**

The HRTPO Community Transportation Advisory Committee (CTAC) Meeting was called to order at 12:01 p.m. in the Regional Building Board Room, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

**HRTPO CTAC Members in Attendance:**

Terry Danaher, Chair (PO)	Carlton Hardy (NN)
Ron Broughton, Vice-Chair (VB)	Christian Strange (NO)
Cecil Jenkins (CH)	Alvin Sledd (PQ)
Bernie Whitlock (CH)	Dianna Howard (VB)
Scott MacFarlane (VB)	Delceno Miles (VB)
Susan Archer (CH)	

**HRTPO CTAC Members Absent:**

Greg Edwards (VB)	Cynthia Taylor (IW)
Lamont Curtis (NN)	Ron Fowler (YK)
James Openshaw (NO)	Henry Branscome (JCC)
Mark Perreault (NO)	Jay Leach (VB)
John Kish (CH)	Brenda Johnson (NN)
Clayton Rogers (GL)	
Jim Bowie (HA)	
Dylan Lloyd (VB)	

**OTHER PARTICIPANTS:**

Kevin Page, HRTAC  
Keith Cannady, HRPDC

**HRTPO Staff:**

Robert Crum  
Mike Kimbrel  
Kendall Miller  
Robert Cofield

## **Public Comment Period**

There were no public comments.

## **Submitted Public Comments**

There were no submitted public comments.

## **Approval of Agenda**

Chair Danaher asked for any additions or deletions to the agenda. Hearing none, Ms. Delceno Miles Moved to approve the agenda as written; seconded by Ms. Dianna Howard. The Motion Carried.

## **Summary Minutes of the April 12, 2018 CTAC Meeting**

Chair Danaher asked for any additions or corrections to the April 12, 2018 minutes. Hearing none, Mr. Cecil Jenkins Moved to approve the minutes as written; seconded by Ms. Cynthia Taylor. The Motion Carried.

## **Potential Expansion of CTAC Role and Function**

Mr. Robert Crum, HRTPO Executive Director, briefed the CTAC on the Hampton Roads Planning District Commission and the federal regulations pertaining to the HRPDC's Public Involvement and Title VI activities. He outlined the planning work performed by the HRPDC and informed the CTAC that the HRPDC is currently exploring the creation of a committee to provide community input on the HRPDC and its activities. He went on to say that the HRTPO Community Technical Advisory Committee had been a model of community input and that one avenue to the creation of a committee such as the HRTPO CTAC for the HRPDC, would be for the HRTPO CTAC to expand its role and provide community input to the HRPDC.

In his overview, Mr. Crum detailed the following HRPDC programs:

- Regional Broadband Initiative
- Economic Development Sites Inventory
- Joint Land Use Studies

Following the Mr. Crum's presentation, the CTAC discussed the possibility of expanding its role to include the HRPDC's planning activities. In general, the CTAC was open to expanding its role but brought up the following considerations that would need to be addressed in order for the CTAC to best support its new responsibilities:

- Current size of CTAC
- Current CTAC demographics (Age, Gender, Race of current CTAC members)

- CTAC meeting frequency
- Organizational staff ability to support a larger CTAC with more frequent meetings

CTAC Chair Terry Danaher, closed the meeting by saying that she would be scheduling a special CTAC meeting in August, during which time the CTAC would continue the discussion and explore the steps needed to be taken in order for CTAC to expand its role. Mr. Crum added that the decision to expand its role was strictly CTAC's and that it would be put to a vote of CTAC membership to determine whether or not this would occur.

### **For Your Information**

After serving six years as a member of CTAC and over a year as CTAC Vice-Chair, Mr. Ron Broughton has stepped down. He has moved back to the Midwest. As per CTAC Bylaws, *"the Vice-Chair shall be elected by the CTAC members, and the Vice-Chair's term of office shall coincide with that of the current Chair, provided the Vice-Chair's term shall end notwithstanding the foregoing on the expiration of the Vice-Chair's term as a member of the CTAC"*. The next CTAC Vice-Chair will be selected at the October 11, 2018 CTAC meeting.

### **Old/New Business**

There was no old or new business presented to the committee

### **Adjournment**

With no further business to come before the HRTPO Community Transportation Advisory Committee, the meeting adjourned at 1:44 p.m.