HRTO Subcommittee Minutes – July 12, 2021

Meeting held via Webex.

The meeting was chaired by Mike Miller (VDOT). The meeting started at 9:32 am.

A roll call vote was conducted and the following represents the attendance of the meeting:

Chesapeake - Kevin Eppley
Hampton – Leo Blades, Carol Bowen
Newport News - Randy Cooper
Norfolk - Brian Fowler
Portsmouth - None
Suffolk - None
Virginia Beach – Frank Hickman, Mike Shahsiah
York – Steve Kopczynski
VDOT – Dwayne Cook, Mike Corwin, Mike Miller, Ken Coody, Cathy McGhee
VPA – Barbara Nelson
HRT - None
HRTPO – Pavithra Parthasarathi, Keith Nichols, Sam Belfield
Others – Jon Chambers (Kimley-Horn)

1. **Approval of Agenda**
   - No changes were made to the agenda.

2. **Minutes** of the June 14, 2021 meeting were reviewed. Motion for approval was made by Mr. Blades, and Mr. Fowler seconded the motion. The minutes were approved.

3. **HRTO Subcommittee Meetings**
   - Mr. Nichols provided information on changes to the operation of HRTPO Committees and Subcommittees as of July 1st. Details include:
     o HRTPO Board Committees (including TTAC, FTAC, CAC, CAO, etc.):
       ▪ Must meet in person.
       ▪ Must be open to the public.
       ▪ Presentations/recordings are posted to the HRTPO website.
     o HRTPO Subcommittee and Working Group meetings (including HRTO):
       ▪ May be held in person or virtually.
       ▪ Public requests to attend will be accepted.
       ▪ Posting meeting presentations/recordings on the HRTPO website will be optional.
       ▪ Processes for minutes and associated meeting materials are currently being finalized.

4. **HRTO Subcommittee Dates/Times**
   - Mr. Miller introduced the topic by noting that certain members of the committee have a conflict at the current scheduled time of meetings, which is the second Monday of each month at 9:30 am.
   - Mr. Miller asked if, rather than the morning, the afternoon on the second Monday of each month would work for committee members. Most committee members indicated that that date and time would work, but there were a few members with short-term and long-term conflicts.
   - After further discussion, Mr. Nichols indicated that he would send out a poll to committee members in the next week or two to determine if there is a scheduled date/time that will work for most of the committee members.

5. **VDOT Research and Innovation**
   - Ms. Cathy McGhee, VDOT Director of Research and Innovation, made a presentation on VDOT's operational goals and technology projects. Topics of her presentation included a discussion of Innovation and Technology Transportation Fund (ITTF) projects, other funding allocations to innovative transportation projects, and VDOT's efforts to use technology to enhance transportation operations.
   - Ms. McGhee wrapped up her presentation by mentioning that there is a line item in the ITTF program for projects that are proposed by localities for innovative initiatives. VDOT is currently working on a framework for submitting and evaluating these projects, which should be ready by the fall.
   - Ms. McGhee also highlighted the opportunity to use the ITTF as a cost share/matching opportunity with grant programs such as the Advanced Transportation and Congestion Management Technologies Deployment Program (ATCMTD).
   - Mr. Cooper asked what the turnaround time is for ITTF projects, based on concerns with the impacts of the HRBT project. Ms. McGhee noted that it depends on the size of the project and whether it would need to be approved by the CTB.
   - Mr. Hickman asked about the Return on Investment (ROI) scale shown during the presentation and if locality projects will be scored using the same ROI criteria. Ms. McGhee replied that the I-81 ROIs are based on existing literature. Evaluation criteria for locality projects have not been developed yet, but that localities will at least need to estimate the benefits of the project.
   - Mr. Chambers asked if procedurally that localities should apply for other funding programs such as ATCMTD before applying for the state's ITTF funds. Ms. McGhee noted that having matching funds in place helps with obtaining federal grants, and the state can assist with that.
   - Mr. Corwin asked if the costs that are shown in the presentation only include construction or if they also include operations and maintenance costs. He added that funding maintenance is difficult when it comes to these types of projects. Ms. McGhee

noted that the state has the position that they will fund deployment and a year or two of O&M costs.

- Mr. Nichols noted that zipper merging is listed as a candidate ITTF project, and asked if the state was looking at having a policy of using zipper merge. Ms. McGhee replied that research indicates that zipper merges are the most efficient type of merge in work zones, but that the state has not taken a position on using it yet.

6. **HRTPO Update**
   - Mr. Belfield notified the committee that he is updating the Operations Contacts for Emergencies distribution list, and that he sent out an email to those on the distribution list last week.

7. **For Your Information and Old/New Business**
   - No topics were introduced during this item.

8. **Meeting Schedule**
   - The next HRTO meeting is tentatively scheduled for August 9th, 2021.

The meeting adjourned at 10:45 am.