



Northern Virginia Transportation Authority

The Authority for Transportation in Northern Virginia

TRANSPORTATION TECHNOLOGY COMMITTEE
Wednesday, February 10th, 2021, 8:30 am
Electronic meeting and livestreamed on [YouTube](#)

SUMMARY NOTES

I. **Call to Order/Welcome**

Chairman Snyder

- Chair Snyder called the meeting to order at 8:30 am.
- Attendees:
 - **TTC Members:** Councilmember/Chairman David Snyder (City of Falls Church and Authority Member); Mayor Jeanette Rishell (City of Manassas Park and Authority Member); Jim Kolb (Summit Strategies and Authority Member); Andrew Meese (TPB/MWCOG); Cathy McGhee (Virginia Transportation Research Council); Hari Sripathi (VDOT); Joe McAndrew (Greater Washington Partnership); Martin Walker (Virginia Tech Transportation Institute); Dr. Richard Mudge (Compass); Dr. Robert Schneider (OmniRide); Mike Garica (FCDOT); Sean Schweitzer (FCDOT); Kamal Suliman (VDOT); Greg Rogers (Nuro), Alisyn Malek (SAFE); Jana Lynott (AARP).
 - **NVTA Staff:** Monica Backmon (Executive Director); Keith Jasper (Principal, Transportation Planning and Programming); Sree Nampoothiri (Senior Transportation Planner); Mackenzie (Jarvis) Love (Regional Transportation Planner); Ria Kulkarni (Regional Transportation Planner).
 - **Other:** John King (FCDOT).
 - **Others:** On YouTube livestream.

Action

II. **Resolution finding the need to conduct meetings electronically**

Chairman Snyder noted that as a result of the COVID-19 and Governor Northam's declaration of a State of Emergency, the Authority's Transportation Technology Committee Meeting was being held electronically. He noted that the passage of the amendments to HB 29 (the FOIA Bill) allowed regional bodies such as the Authority, and their committees to conduct business meetings electronically. He added that the meeting by electronic means is authorized because the items on the Committee Meeting Agenda are statutorily required or necessary to continue operations of the Authority. The resolution was approved unanimously.

III. **Approval of January 13th, 2021 meeting minutes.**

The meeting summary was approved unanimously, with abstention from members not present.

Discussion/Information

IV. **Transportation Technology Strategic Plan (TTSP)**

Mr. Keith Jasper, the NVTA Planning and Programming Principal, presented the progress that had been made on the Transportation Technology Strategic Plan (TTSP) since the Committee last met, including development of an Action Plan.

- Mr. Jasper thanked the Committee members for the thorough feedback on the draft TTSP materials that were shared with them in December and January, and noted that NVTA staff were working diligently to incorporate it in the next iteration of the documents.
 - He went on to inform the TTC that other NVTA Committees, including the Technical Advisory Committee (TAC); Planning Coordination Advisory Committee (PCAC) and Planning and Programming Committee (PPC) would be asked to review the draft TTSP in their February meetings.
- The Action Plan is the final component of the TTSP, and this Committee will be given the opportunity to review it first, before it is shared more widely with other NVTA Committees in the March meeting cycle. The draft Action Plan will be included in an updated draft TTSP (which includes TTC input) to be shared with the Committee within a week of this meeting.

Ms. Mackenzie (Jarvis) Love, NVTA Regional Transportation Planner, provided an overview of the draft TTSP Action Plan.

- NVTA Staff view Strategic Plans as visionary documents and thus created an Action Plan component to help guide measurable and tangible progress towards TTSP objectives.
- Actions included in the plan must be traceable to at least one of the eight TTSP strategies and include measure(s) of effectiveness. The plan will also define who will be responsible for an action and when, as identified by trigger points, which may be internal or external (e.g. federal/state legislation or market penetration thresholds.) Typically, NVTA Staff will initiate actions, but not all will be implemented by staff. Finally, the plan will detail a process for monitoring, review and update of the TTSP and its Action Plan.
- The structure of the draft Action Plan is as follows:
 - **Introduction**
 - **Strategy Specific Summaries** – one for each of the eight Strategies included in the draft TTSP (typically 1-2 pages)
 - **Overview** – a paragraph describing the predicted time frame in which it will be appropriate to take action, in keeping with the roles described in the draft TTSP, in pursuit of a Strategy.
 - **Assumptions Made** – general 2-5 bullet points that may address anything from predicted rates of market penetration for a given technology, to potential impacts of the COVID-19 pandemic.
 - **Mini Actions Table** – includes information on specific actions and sub actions recommended for pursuit of a given strategy, party(s) responsible for them, potential trigger points time frames for completion, current status of NVTA-related

efforts/happenings, a list of stakeholders and metric(s) of success.

- **Consolidated Actions Table** – a single visual representation of all actions and sub actions, mapped to the eight strategies and time frames for action and completion. This provides an overview of how the actions and strategies in the draft TTSP and Action Plan synergize over time, in the immediate, near-term, mid-term and long-term.
- **Next Steps**
 - **Monitoring Progress and Update Cycle** – typically, the TTSP will reviewed for possible update annually, near the anniversary of its adoption. However, other happenings may trigger an off-cycle update, including:
 - Development/adoption of TransAction.
 - Adoption or enactment of any new Federal/Commonwealth laws that directly or indirectly pertain to transportation technologies and/or any concept covered within the then-current iteration of the TTSP.
 - Relevant actions of NVTA member jurisdictions or other regional bodies.
 - **The Review/Update Process**

Mr. Jasper next reviewed next steps for the potential adoption of the draft TTSP and Action Plan, which included a commitment from NVTA Staff to share an updated draft TTSP, which would include the new Action Plan component, by February 19th, and to provide a two-week period for their review. Additionally, the draft TTSP (exclusive of the Action Plan component) would be shared with other NVTA Committees for their initial review on the following schedule:

- Technical Advisory Committee (TAC) – 7:00pm on Wednesday, February 17th
- Planning Coordination and Advisory Committee (PCAC) – 6:30pm on Wednesday, February 24th
- Planning and Programming Committee (PPC) – 5:00pm on Monday, March 1st

He also noted that the draft TTSP would be the subject of a mini-session during the 6th Annual Northern Virginia Transportation Roundtable, scheduled for 8:00am on Wednesday, March 10th. It was suggested to the Committee that their next meeting be scheduled for 8:30am on Wednesday March 24th, so that NVTA staff could update the TTC on the outcomes of all of the above-mentioned discussions.

Finally, the TTC was asked to consider the following questions in their review of the draft TTSP:

- Thoughts on what you have heard today?
- Beyond NVTA Committees, who should we seek feedback from?
- Are there any related initiatives we should be aware of?
- What level of detail is required for the public-facing versions of the TTSP/Action Plan?
- Suggestions on low-cost visualizations? Examples?

TTC members then provided some initial feedback on the structure and content of the Action Plan:

- Ms. Jana Lynott said that the format of the Action Plan is excellent and concise. She went on to ask if members could make suggestions on content, regarding data standards, as covered in TTSP Strategy #7 - Enhance regional coordination and encourage interoperability in all systems. Mr. Jasper assured her that all Committee feedback would be welcome.
- TTC Chairman David Snyder noted that he would like to see funding issues discussed in these documents. He also made a request that the TTC sees all TTSP related materials before they are distributed to other Committees. Mr. Jasper noted that the materials scheduled to be shared with other NVTAs Committees in the February cycle had indeed already been reviewed by the TTC and included their suggested changes.
 - Chairman Snyder also requested a discussion of how to gather public feedback on the draft TTSP.
- Mayor Jeanette Rishell requested that the presentation used during this meeting be shared with the Committee members, along with the updated draft TTSP and Action Plan, to inform their review process.
- NVTAs Executive Director, Ms. Monica Backmon thanked the TTC for reviewing these draft documents and noted that there would be additional opportunities to gather feedback during the TransAction update process.
- Ms. Cathy McGhee complimented the NVTAs Staff for great work on this initiative. She also affirmed that it intersects nicely with several efforts VDOT has underway, including strategic planning and a new strike force team for technology.

V. Member Updates

- Mr. Jasper announced that Alisyn Malek, of SAFE, had recently joined the TTC and welcomed her to the Committee.
- TTC Chairman Snyder noted that President Biden had rejoined the Paris Climate Accord, which includes a commitment to be carbon neutral by 2050 which will affect every agency. The Chairman reminded the TTC that affordability, accessibility and equity will all be fundamental in pursuit of this and other goals. He closed saying that this is “a challenge, but we are up to it.”

VI. NVTAs Updates

- Ms. Backmon noted the TransAction update was underway and committed to keeping the TTC apprised of progress.
- Mr. Jasper noted and thanked several Committee Members who had registered for the upcoming 6th Annual Northern Virginia Transportation Roundtable, which was scheduled for Wednesday, March 10th.

Adjournment

The meeting adjourned at 9:14 am.