

DELAWARE VALLEY REGIONAL PLANNING COMMISSION

BOARD COMMITTEE

Minutes of Meeting of September 22, 2011

Location: The Mansion
3000 Main Street
Voorhees, NJ 08043

Membership Present

New Jersey Department of Community Affairs
New Jersey Department of Transportation
Pennsylvania Department of Transportation

New Jersey Governor's Appointee
Pennsylvania Governor's Appointee
Pennsylvania Governor's Policy Office
Bucks County
Chester County

Delaware County
Montgomery County

Burlington County
Camden County

Gloucester County
Mercer County
City of Chester
City of Philadelphia
City of Camden
City of Trenton

Non-Voting Members

Federal Highway Administration
New Jersey Division

Pennsylvania Division
U.S. Department of Housing and Urban
Development, Region III

Representative

Joyce Paul
David Kuhn
James Ritzman
James Mosca
(not represented)
Ronald Henry
Andrew Paris
Diane Ellis-Marseglia
Terence Farrell
Ronald Bailey
John Pickett
Joseph Hoeffel
Kenneth Hughes
Carol Ann Thomas
Louis Cappelli, Jr. Esq.
Andrew Levecchia
Jessica Savage-Lucas
Donna Lewis
William Payne
(not represented)
Edward Williams
(not represented)

Ernie Blais
Sandra Brillhart
Keith Lynch

(not represented)

U.S. Environmental Protection Agency, Region II	(not represented)
U.S. Environmental Protection Agency, Region III	(not represented)
Federal Transit Administration, Region III	(not represented)
Southeastern Pennsylvania Transportation Authority	Byron Comati
New Jersey Transit Corporation	Louis Millan
New Jersey Department of Environmental Protection	(not represented)
Pennsylvania Department of Environmental Protection	(not represented)
Delaware River Port Authority	Barbara Holcomb
Port Authority Transit Corporation	Cheryl Spicer
Pennsylvania Department of Community and Economic Development	(not represented)
New Jersey Office for Planning Advocacy	(not represented)
Regional Citizens Committee	Jim Richardson

DVRPC Co-Counsel

Pennsylvania Co-Counsel	Thomas Jennings
New Jersey Co-Counsel	Thomas Coleman

DVRPC Staff: Barry J. Seymour, Donald Shanis, Richard Bickel, Charles Dougherty, Tom McGovern, John Ward, Elizabeth Schoonmaker, Chris Puchalsky, Robert Graff, Patty Elkis, John Griffies, Candace Snyder.

Call to Order - Chair's Comments

Chair Louis Cappelli called the meeting to order at 1:45 p.m.

Public Comments on Non-Agenda Items

No public comments were stated.

1. Minutes of Meeting of July 28, 2011

On a Motion by, Mr. Payne, seconded by Mr. Kuhn, the minutes of July 28, 2011 were approved as distributed.

2. Transportation Improvement Program (TIP) Actions

Elizabeth Schoonmaker, DVRPC Manager, Office of Capital Programs, presented to the Board the following TIP Actions:

a. **PA11-41: Pottstown Bus Shelter Replacement and Upgrade (MPMS #93576), Montgomery County**

Pottstown Area Rapid Transit has requested that DVRPC amend the FY2011-2014 TIP for Pennsylvania by adding the Pottstown Bus Shelter Replacement and Upgrade project (MPMS# 93576) using \$100,000 of federal STP highway funds made available per the PennDOT Financial Guidance to be “flexed” (transferred) to transit agencies. “Statewide Transit Flex – reserve \$25 million per year in federal funds to flex to transit in accordance with agreements reached in conjunction with the enactment of Pennsylvania Act 3 of 1997.” Note that \$17.083 million of the \$25 million statewide is provided to SEPTA every year. Over the last 5 years, \$20,000 each year was available for Pottstown Area Rapid Transit, and that 5 year total of \$100,000 is now being programmed for their use. The State (\$21,267 PTAF) and Local (\$733 Borough) match for the transit flexed funds will be reflected in the Transit section of the DVRPC TIP in the Borough of Pottstown/Pottstown Area Rapid Transit Capital/Operating MPMS #59935. Funds to be flexed will be provided by PennDOT’s Statewide Transit Flex Line Item, are additional funds to the DVRPC region, and will be programmed in the highway portion of the TIP and then “flexed” from FHWA to FTA.

The Borough of Pottstown/Pottstown Area Rapid Transit, (BOP/PART) proposes to upgrade (6) bus shelters, installed in 2008, along the downtown route stops within the Borough, by installing photovoltaic solar panels for safety and security purposes. Additionally, BOP/PART plans to purchase and install (7) new bus shelters to replace the existing (7) bus shelters, installed in 1989, that have met their useful life, at different locations along the system bus routes. Currently all bus shelters do not have any lighting component available to provide safe shelter to passengers. In BOP/PART's efforts to implement sustainable transit enhancements, they plan to increase bus rider safety, increase ridership on night line routes, with no utility expense through this environmentally responsible upgrade. The bus shelters to be replaced on the system routes have been maintained and refurbished for at least 22 years, and are no longer in a state of good repair.

Financial constraint will be maintained as these are additional funds to the DVRPC region and the TIP's current conformity finding will not be impacted by this amendment as this project is exempt.

After favorable recommendation from the Planning Coordinating Committee/ Regional Transportation Committee (PCC/RTC) the Board unanimously adopted the following **motion**:

MOTION by Mr. Hoeffel, seconded by Ms. Lewis, that the Board approve TIP Action PA11-41, Pottstown Area Rapid Transit's request to amend the FY2011-2014 TIP for Pennsylvania by adding the Pottstown Bus Shelter Replacement and Upgrade project (MPMS# 93576), using \$100,000 of federal STP highway funds made available per the PennDOT Financial Guidance to be "flexed" (transferred) to transit agencies. Funds will be provided by PennDOT's Statewide Transit Flex Line Item, are additional funds to the DVRPC region, and will be programmed in the highway portion of the TIP and then "flexed" from FHWA to FTA.

b. PA11- 42: Breakout from Statewide Line Item to Existing ITS Projects/ I-476 and I-95 Improvements (MPMS #80479 and 84059), Delaware and Montgomery Counties

Projects: I-476, Mid-County Expressway Roadway Reconstruction (MPMS #80479) – \$400,000 Spike STP and I-95, Traffic Incident Management (MPMS #84059) - \$400,000 Spike STP

PennDOT has requested that DVRPC modify the FY2011-2014 TIP for Pennsylvania by increasing "Spike" (discretionary) funding by \$400,000 Spike STP to the FY11 construction phase of the I-476, Mid-County expressway Roadway Reconstruction project (MPMS# 80479) and \$400,000 Spike STP to the FY11 construction phase of the I-95, Traffic Incident Management (MPMS# 84059) project. This additional "Spike" funding for this action is provided by PennDOT's Statewide ITS Initiative Line Item, and are additional funds to the region.

The increased funding will be used to construct five additional closed circuit televisions (CCTVs) for PennDOT's Traffic Control Center Network. Two CCTVs are for the I-476, Mid-County Expressway Roadway Reconstruction and three CCTVs are for the I-95, Traffic Incident Management project. The limits of the I-476, Mid-County Expressway Roadway Reconstruction are 3.5 miles of I-476 from the Schuylkill Expressway (I-76) to the Mid-County Toll Plaza of the Pennsylvania Turnpike (I-276). The limits of the I-95, Traffic Incident Management project are I-95 from the Delaware state line to Broad Street and along the I-476 corridor from I-95 to the St. David's interchange. The addition of five CCTVs will enhance PennDOT's Traffic Control Center by providing real time congestion management and incident management strategies essential to maximizing the operation and safety of the expressway system. CCTVs are useful for early incident detection and essential for incident verification through the extensive coordination with the Philadelphia Highway Patrol, Pennsylvania State Police and traffic information providers.

Financial constraint will be maintained as these funds are discretionary funds and are additional funds to the DVRPC region and the TIP's current conformity finding will not be impacted by this amendment as this project is exempt.

After favorable recommendation from the PCC/RTC the Board unanimously adopted the following **motion**:

MOTION by Mr. Pickett, seconded by Ms. Lewis, that the Board approve TIP Action PA11-42, PennDOT's request to amend the FY2011-2014 TIP for Pennsylvania by increasing "Spike" (discretionary) funding by \$400,000 Spike STP to the FY11 construction phase of the I-476, Mid-County Expressway Roadway Reconstruction project (MPMS# 80479) and \$400,000 Spike STP to the FY11 construction phase of the I-95, Traffic Incident Management (MPMS# 84059) project. This additional "Spike" funding for this action is provided by PennDOT's Statewide ITS Initiative Line Item.

3. DVRPC Fiscal Year 2012 Planning Work Program Amendments

a. I-95 Reconstruction Dynamic Traffic Assignment Model

Chris Puchalsky, DVRPC Associate Director, Technical Services Division, Office of Modeling and Analysis, explained to the Board that the purpose of this project is to develop an operational Dynamic Traffic Assignment (DTA) model of traffic flows within the I-95 Corridor. This model will be used to evaluate alternative I-95 strategic and work zone renewal plans for the expressway. These will include construction staging plans and innovating work zone strategies to reduce the time and/or costs of construction. The travel model output will be essential to minimize traffic disruption and driver delays from the reconstruction and renewal process. Outputs will include traffic volumes, delay, and queues in 15 minute intervals. The study area for the DTA model will be focused on I-95 between the Scudder Falls Bridge and the Delaware State Line, but will also include major parallel arterials between Roosevelt Boulevard and the New Jersey Turnpike. Dynamic assignment allows the movement of traffic over time to be faithfully represented. This mitigates the problems of assuming simultaneous peaking throughout the corridor.

DVRPC will utilize the FHWA sponsored DYNUS-T (Dynamic Urban Systems for Transportation) dynamic traffic assignment model for this study and for other subsequent traffic analyses required by member governments and their consultants. This public domain model and the required technical support are available through the University of Arizona. DYNUS-T implementation of this model will be a joint effort by DVRPC and DYNUS-T Laboratory Staff and in

collaboration with CH2MHILL. DVRPC staff will provide the project management, modeling requirements, existing networks and trip tables, data collection and assembly, network coding, and other activities associated with model development and validation. The DYNUS-T Laboratory Staff will provide the DYNUS-T software, technical support, and model documentation as required. CH2MHILL will define alternative closure scenarios, review input data, assist in calibration, review and evaluate model outputs, and assist in project documentation.

The cost and source of funds is \$275,000 in dedicated funds from the Pennsylvania Department of Transportation.

After favorable recommendation was received from the PCC/RTC the Board unanimously adopted the following **motion**:

MOTION by Mr. Henry, seconded by Commissioner Farrell, that the Board approve amending the DVRPC FY 2012 Planning Work Program to include the I-95 Reconstruction Dynamic Traffic Assignment Model.

b. Regional Electric Transportation and Smart Grid Integration Study

Robert Graff, DVRPC, Manager, Office of Energy and Climate Initiatives, explained to the Board that DVRPC will carry out a *Regional Electric Transportation and Smart Grid Integration Study* to analyze potential high impact electric vehicle (EV) demand corridors for integration into PECO's Smart Grid Program. PECO is executing approximately \$200 million Department of Energy Smart Grid Investment Grant to deploy automated metering and a grid infrastructure upgrade (or "Smart Grid") program. Through these upgrades, PECO will establish the backbone systems required to integrate electric vehicles into the Smart Grid. The total cost of this study is \$25,000. All funds will come directly from PECO.

The *Regional Electric Transportation and Smart Grid Integration Study* will cover areas in PECO's service territory in southeastern Pennsylvania (Philadelphia, Bucks, Montgomery, Chester, and Delaware counties). The study will help PECO and member governments in southeastern Pennsylvania establish a core metering and "Smart Grid" system to integrate electric vehicles.

After favorable recommendation was received from the PCC/RTC, the Board unanimously adopted the following **motion**:

MOTION by Ms. Paul, seconded by Commissioner Farrell, that the Board amend the DVRPC Fiscal Year 2012 Planning Work Program to include the *Regional Electric Transportation and Smart Grid Integration Study*.

3c. Southeastern Pennsylvania Regional Electric Vehicle Infrastructure Planning

Mr. Graff explained to the Board that the U.S. Department of Energy issued a funding opportunity announcement (FOA) in spring 2011 titled "Clean Cities Community Readiness and Planning for Plug-in Electric Vehicles and Charging Infrastructure." The FOA sought projects to plan and implement policies for the development of local/regional electric charging infrastructure, including implementation of local policies, procedures, and incentives that facilitate that development. The planning and policy activities will prepare communities for successful deployment and implementation of plug-in electric drive vehicles. Overall, this effort will help to decrease the nation's dependence on petroleum and reduce greenhouse gas emissions by accelerating the deployment of plug-in electric drive vehicles and electric vehicle supply equipment (EVSE).

DVRPC was asked by the Greater Philadelphia Clean Cities Program, PECO Energy, and the City of Philadelphia to serve as the lead applicant for this competitive grant. DVRPC learned on September 8, 2011, that its application was successful.

The project will deliver a regionally coordinated and comprehensive approach to address the introduction of plug-in electric drive vehicle charging infrastructure into the five counties of southeastern Pennsylvania. This project includes gathering relevant information on EVSE siting, electric vehicle (EV) and EVSE technology, regulation and enforcement, utility grid/smart grid integration, tariff structures, and education and outreach gleaned from national and regional efforts. The project will leverage existing regional partnerships and build off of best practices from other regions to develop a regional regulatory scheme and guidance for implementing zoning, permitting, signage and enforcement. The project will also include recommendations for development of local incentives and benefits for EVs and EVSE. The education and outreach phase includes the development of an education and outreach plan targeted towards early adopters, local officials/decision makers, and first responders. The E&O plan will focus on disseminating best practices for EV use and regulations. All information will be compiled into an information clearinghouse available to the whole region. The final deliverable of the project is a publicly releasable written report and plan.

This project will build on the Regional Electric Transportation and Smart Grid Integration Study funded by PECO. Formal project partners include PECO Energy, the Greater Philadelphia Clean Cities Program, and the City of Philadelphia. In addition, a project steering committee will be established to advise and review project progress. Anticipated steering committee members include the Pennsylvania Department of Transportation (PennDOT), county planning departments, electric drive vehicle manufacturers, electric vehicle support equipment manufacturers, electric equipment installers, and other appropriate organizations.

The cost and source of funds is \$387,698 from the U.S. Department of Energy. Of this total, \$36,150 will be provided to the Greater Philadelphia Clean Cities Program for assistance in organizing meetings, making connections with stakeholders, developing an outreach plan, and related tasks. In addition, \$223,444 is set aside for a consultant to be selected through an RFP process.

The Board unanimously adopted the following **motion**:

MOTION by Ms. Lewis, seconded by Commissioner Farrell, that the Board amend the DVRPC FY 2012 Planning Work Program to include the Southeastern Pennsylvania Regional Electric Vehicle Infrastructure Planning.

3d. Grant Administration for PennVest Funded Tree Planting Project

Patty Elkis, DVRPC Associate Director, Planning Division, Comprehensive Planning Unit, explained to the Board that PennVest is an independent agency of the Commonwealth of Pennsylvania managed by a 13-member Board of Directors and chaired by the Governor, which provides funding for drinking water, wastewater treatment, stormwater management and brownfield assessments and remediation projects. The Program provides grants and long-term loans through a revolving loan fund to eligible entities. Typically, DVRPC reviews PennVest applications for consistency with our long-range plan. This time, DVRPC is the recipient of a \$2.3 million grant from PennVest. The project is a partnership with the Pennsylvania Horticultural Society (PHS) to plant 3,355 trees in seven municipalities in Bucks, Delaware and Montgomery counties. At the May 26, 2011 meeting, the DVRPC Board authorized the Executive Director to sign a Resolution to Apply to PennVest. The PennVest Board approved DVRPC's application at their July 20, 2011 meeting. DVRPC has accepted the Funding Offer of \$2.3 million and must now proceed to a checklist of procedures and information gathering (working in concert with PHS) to go to settlement with PennVest to access the funds.

Project Description:

DVRPC/PHS – Multi-Municipal Water Quality and Community Enhancing Tree Planting Project. The project will plant approximately 3,355 trees in seven municipalities: New Hope Borough (243 trees) and Warminster Township (300 trees) in Bucks County; Norristown Borough, East Norriton Township and West Norriton Township in Montgomery County (2,012 trees in the Norristown area); and City of Chester (500 trees) and Millbourne Borough (300 trees) in Delaware County. The types of planting areas include streetscapes, parks, schools and other public properties such as municipal halls and libraries, and riparian areas. These trees will provide shade and energy savings, improve the air quality, manage stormwater runoff and reduce combined sewer overflows, protect streambanks and improve water quality, and revitalize commercial and residential neighborhoods. Overall, the planting of these 3355 trees will bolster economic development, improve the environment, and enhance quality of life.

The project is designed as a partnership between DVRPC and PHS. DVRPC will subcontract with PHS to manage the plantings and the one to two year establishment period for the new trees. As the applicant, DVRPC will oversee PHS and will retain \$75,000 for legal review, project management and administrative costs associated with the grant administration.

The cost and source of funds is as follows:

Total Project Budget – Grant Award from PennVest	-	\$2,294,902
Retained by DVRPC for legal, administration and project management	-	\$ 75,000

Term: 24 to 36 months from date of settlement

The Board unanimously adopted the following **motion**:

MOTION by Mr. Payne, seconded by Mr. Henry, that the Board authorize DVRPC staff, and the Executive Director, as needed, to complete the administrative actions required to reach settlement with PennVest. Upon settlement, DVRPC will receive and disperse funding to carryout the project.

4. HUD Sustainable Communities Regional Planning Grant Application

Richard Bickel, DVRPC, Director, Planning Division, explained to the Board that the U.S. Department of Housing and Urban Development (HUD), in coordination with the U.S. Departments of Transportation and Environmental Protection, has promulgated guidance and requirements for the Sustainable Communities Regional Planning Grant Program (SCRPG). The intent of this program, now in its second year, is to support the development and implementation of long-range regional

plans that advance HUD's Livability Principles, which include developing safe, reliable, and affordable transportation choices; promoting equitable, affordable housing; enhancing economic competitiveness; supporting existing communities; coordinating policies and leveraging investment; and valuing communities and neighborhoods. Approximately \$67 million will be awarded this year, of which no less than \$17.5 million will be awarded to regions with populations of less than 500,000. The deadline for submitting SCRPG applications is October 6, 2011.

The SCRPG program provides a key role for MPOs, in partnership with other regional stakeholders, to develop and adopt a regional plan for sustainable development and implement eligible programs and projects consistent with their respective long range plans. Two grant categories are available: Category 1 (Regional Plans for Sustainable Development), intended for regions that do not currently have an adopted regional plan, and Category 2 (Detailed Execution Plans and Programs), which allows fine-tuning of existing regional plans to fully address the defined HUD Livability Principles as well as plan implementation activities. Given the region's adopted Year 2035 long-range plan (*Connections*), the Year 2040 Plan work program, and other ongoing planning activities (including economic development and environmental planning) and based on pre-application review by HUD, DVRPC has been invited to submit a Category 2 SCRPG application, as the lead applicant on behalf of a core consortium of regional partners.

Eligible applicants are required to represent a consortium that includes, at a minimum, the MPO, the traditional principal city, additional jurisdictions representing at least 50 percent of the region's population, and a non-profit organization or foundation. The proposed SCRPG program will include planning activities intended to supplement and refine DVRPC's existing long range regional plan plus programs and projects intended to implement *Connections* and advance HUD's Livability Principles. A program description and draft budget along with a draft consortium structure was distributed to the Board for their review.

Barry Seymour, Executive Director, noted that a public comment was received on this action in favor of DVRPC's application.

Joyce Paul, New Jersey Department of Community Affairs (DCA), commented that New Jersey is also submitting an application for the HUD grant that complements DVRPC's proposal. Ms. Paul requested that this partnership be stated in the DVRPC and the DCA application.

The Board unanimously adopted the following **motion**:

MOTION by Mr. Williams, seconded by Mr. Payne, that members of the DVRPC Board resolve to work cooperatively with other members of the Greater Philadelphia Regional Sustainability Consortium to carry out the Program defined in the Sustainable Communities Regional Planning Grant Application, with the understanding that: (a) as the lead applicant DVRPC will act in a representative capacity with HUD on behalf of all members of the Consortium and assume administrative responsibility for ensuring that the Consortium's program is carried out in compliance with HUD's requirements; and (b) if the grant application is selected for funding a formal consortium agreement will be executed no later than 120 days after the effective start date that describes each member's specific activities and establishes timetables for completion by adopting Resolution No. B-FY12-003 (copy attached).

5. One Minute Reports

Byron Comati, SEPTA, reported that SEPTA will be the official host for the APTA Sustainability Conference in Philadelphia in July 2012. This is a great opportunity for the City of Philadelphia. Mr. Comati encourages the Board members and alternates to participate.

Mr. Comati also reported that SEPTA is partnering with the Food Trust within the region and they have reached an agreement to put local farm produce at transit facilities. The main goal is to make fresh produce available to all individuals in the transit hubs.

Keith Lynch, Federal Highway Administration, (FHWA) Pennsylvania Division, reported that FHWA has had some staffing changes and introduced Moises Voraro, the new Assistant Administrator.

Ernie Blais, FHWA, New Jersey Division, reported that September 30, 2011 will be the end of the fiscal year for FHWA and they are diligently working to meet all obligations. A six month extension has been granted for the federal transportation program and the trust fund.

Mr. Blais also mentioned that a few weeks ago a fracture critical structure was found on a bridge along I-64. A fracture critical structure involves a certain type of steel used to build the bridge. As a result of this, FHWA has sent out an advisory to all the states. In New Jersey there are over 500 such bridge structures and NJDOT is inspecting them and evaluating what type of steel was used.

David Kuhn, New Jersey Department of Transportation, reported that he is confident that New Jersey will meet their obligations before the end of the fiscal year and thanked the New Jersey counties for their diligence.

Mr. Kuhn also reported that NJDOT's quarterly MPO collaboration meetings are scheduled. These meetings include the three MPO's along with FHWA, Federal Transit Administration, and NJ Transit. The main focus of these meetings is to discuss issues that apply to the MPO's and state agencies.

Commissioner Hoeffel, Montgomery County, reported that the audience who attended the 422 Study presentation on tolling was mostly a negative one. However, Commissioner Hoeffel believes that citizens are positive on the issue of having the state step-up to help in some way.

Jessica Savage-Lucas, Gloucester County, reported that FEMA has set up an office in Gloucester County.

William Payne, City of Chester, reported that the City of Chester was one of the six cities across the country selected to participate in President Obama's SC2 (Strong Cities, Strong Communities) Program. The City is in the process of developing a Memorandum of Understanding (MOU) to determine the goals and what can be accomplished.

Commissioner Cappelli, reported that on September 30, 2011, Camden County is holding a Tri-County Economic Development Summit at the Westin Hotel.

Mr. Seymour reported that Rina Cutler, City of Philadelphia, was named the 2011 Public Works Leader of the Year, a national recognition, by American City and County Magazine.

5. FY 2013 DVRPC Work Program Development

Mr. Seymour reminded the Board and alternates that the development of the FY 2013 Work Program begins in September. Board members, alternates and operating agencies have been requested to identify their priorities for the Work Program and submit them to John Griffies at DVRPC by September 28. A Work Program meeting has been scheduled for October 6, 2011 at 10:00 a.m. at DVRPC.

6. Executive Director's Report

a. Federal Transportation Bill

Mr. Seymour reported that the Federal Transportation Bill has been extended another six months, and it is unlikely that action on long-term transportation legislation would occur before the 2012 elections.

b. Pennsylvania State Transportation Commission

On September 16, 2011 the Pennsylvania State Transportation Commission met at DVRPC. All attendees supported the need for additional funding and await the recommendations of the Transportation Funding Advisory Commission. Barry Shoch, PennDOT's Secretary, will be at the October 27, 2011 DVRPC Board Meeting to present these recommendations.

c. Route 422 Study

Mr. Seymour reported that the most important issue for this and other projects is educating the public on how transportation projects are funded, source of funds, limitations, and options for infrastructure. The Transportation Funding Advisory Commission recommendations will be the prime vehicle for all statewide needs. The details of the technical study will be released over the next few weeks.

d. Right to Know Requests

Mr. Seymour reported that over the past few months DVRPC has received several requests and challenges for release of information through the Pennsylvania Right to Know and Office of Open Records (OOR). Some of the information was project related and some peripheral. DVRPC complied with the rulings of the Office of Open Records for this information, however, a group of individuals are still in pursuit of information which OOR has deemed protected. Also, there have been several articles and communications which have mis-stated the facts on this matter.

Thomas Jennings, DVRPC Pennsylvania Co-Counsel, stated that when requests are submitted to DVRPC that quote a section of the Pennsylvania Right to Know Law, certain requirements must be met. This, in turn, sets off the calendar for DVRPC to respond to the Office of Open Records and make its case. The process is one that is quite formal once the request is made. The best way to obtain information is to ask DVRPC staff or have a

conversation about what information is available. Once the Right to Know Law appeal is filed to the Office of Open Records, DVRPC is then obliged to answer under the rules. In one particular case, even though DVRPC complied with the law and the request, the individual was not satisfied and has challenged the OOR determination and filed a petition for review.

c. Regional Citizens Committee (RCC) and Public Outreach

Mr. Seymour reported that staff has been examining public outreach and the role of the RCC. The strategy will be discussed at the October 6 Policy Analysis and Work Program Meeting.

d. Board Material Distribution

In previous discussions, the Board has been asked how DVRPC can reduce the large paper distribution mailed to them for the Board meetings. Consensus was that the information could be emailed. DVRPC staff will begin to email all pertinent materials for the Board and Executive meetings in October. Please let Mr. Seymour know if you still would like a paper copy mailed to you. A folder, with all Board and Executive Committee Meeting information, will still be available at the Board meeting for your use.

e. Breaking Ground Conference

Mr. Seymour reported that a Breaking Ground Conference is scheduled for November 1, 2011 at the Union League in Philadelphia. This conference is a day long event with panel discussions, presentations and break out sessions.

8. Committee Reports

a. Planning Coordinating Committee/Regional Transportation Committee

Donald Shanis, DVRPC Deputy Executive Director, reported that in addition to the action items at the PCC/RTC, information was given to the committee on TIP and Long-Range Plan Project Selection Criteria Updates, 2009 Annual Crash Data Bulletin for the Delaware Valley, and FHWA Real-Time System Management Information (Section 1201) Program.

b. Regional Citizens Committee

Jim Richardson reported that the RCC formal meetings were not held, however, the RCC met to discuss ideas and recommendations for the DVRPC Planning Work Program.

c. Safety Task Force

John Ward, DVRPC, presented the highlights from the Regional Safety Task Force Meeting in September which included: (1) update from the enforcement community; (2) legislative update; (3) discussion of draft recommendations for next cycle of meetings; (4) revised draft crash data memo update; (5) how to improve the safety of teen drivers; (6) initial discussion of measuring RSTF performance; and (7) new DVRPC safety publications.

OLD BUSINESS

No old business was stated.

NEW BUSINESS

No new business was stated.

There being no further business, the meeting was adjourned at 3:00 p.m.

Attachments:

- (1) PCC/RTC Recommendations for September 22, 2011
- (2) Board Resolution No. B-FY12-003

Additional Documents Distributed to the Board:

- (1) Alert, September 2011

DVRPC fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. DVRPC's website may be translated into Spanish, Russian, and Traditional Chinese online by visiting www.dvrpc.org. Publications and other public documents can be made available in alternative languages or formats, if requested. For more information, please call (215) 238-2871.

I certify that this is a true and correct copy.

Jean L. McKinney, Recording Secretary