

MEETING OF THE RTP SUBCOMMITTEE
HOUSTON-GALVESTON AREA COUNCIL
TELECONFERENCE PARTICIPATION VIA MICROSOFT TEAMS
August 9, 2023
1:30PM
Minutes

Member Attendance:

Primary-Name	Present	Alternate-Name	Present
Joe Cutrufo	NO	Nikki Knight	NO
Bill Zrioka	NO	Marcel Allen	NO
Elijah Williams	NO	Elizabeth Whitton	NO
Peter Eccles	YES	Dexter Handy	YES
Harrison Humphreys	YES	Amy Skicki	YES
Monique Johnson	YES	Marcus Snell	NO
David Fields	YES	Ian Hlavacek	NO
Kimberly Judge	NO	Shashi Kumar	NO
Timothy Smith	NO	Jay Knight	NO
Todd Stephens	YES	Ruthann Haut	NO
Morad Kabiri	YES	Jildardo Arias	NO
Cara Davis	NO	Christopher Sims	NO
Jameson Appel	YES	Yolci Ramirez	YES
Perri D'Armond	YES	Stacy Slawinski	NO
Katherine Parker	NO	Katherine Summerlin	YES
Bruce Mann	YES	Rohit Saxena	NO
Mike Wilson	YES	Jason Miura	NO
Charles Airiohuodion	YES	Jeffrey English	NO
Lisa Collins	NO	Arnold Vowles	YES
Ken Fickes	YES	Vernon Chambers	YES
Sean Middleton	NO	Vacant	
Alberto Lyne	YES	Rachel Die	YES
Brian Alcott	YES	Vacant	

Others Present: Veronica Waller, Anita Hollmann Matijcio, Sydni Ligons, Allie Isbell, Qun Zhao, Eliza Paul, Yancy Scott, Thomas Gray, Shixin Gao, Chelsea Young, Megan Kennison, Stephen Gage, David Fink, Carlene Mullins, Emanuel Andrews, Christopher Whaley, Adam Beckom, Sara Delroshan, Karen Owen, Melanie Beaman

Staff Participating:

Stephen Keen, Craig Raborn

1. Call to Order
 - a. Chair Perri D'Armond calls the meeting to order at 1:30 PM
 - b. Chair confirms quorum.
2. Acceptance of Meeting Minutes from June 14, 2023, and July 12, 2023.
 - a. Ken Fickes makes motion to approve. Bruce Mann seconds. Motion Approved
3. RTP Project Evaluation Process
 - a. Staff addresses comments received from Subcommittee members at July's meeting.

- b. Staff states what type of selection process we currently have, what our goal is in developing the RTP Specific Process, and the charge for the Subcommittee: to guide staff in the development of the RTP Specific Process.
- a) Question: Morad Kabiri asks if we can move projects back and forth between plans/programs if issues are identified.
 - Craig Raborn says that can theoretically happen and that it is more likely in the outer years. He mentions that the MPO wants to explore a program that is dedicated to helping local agencies move projects through the Process.
 - Chair Perri D'Armond mentions that there could be an avenue to move projects more quickly through the MPO planning process, addressing aftermath of natural disasters for example.
 - c. Staff poses a question to Subcommittee members: What should this Process be called?
 - a) The RTP Subcommittee votes to name this Process the RTP Project Development Process.
 - d. Staff states the first "homework" question for the RTP Subcommittee: How do we translate the RTP Vision Statement, Goals, and Desired Outcomes ("Peacock Graphic") into the RTP Project Development Process?
 - a) Responses included: 1.) Identify performance measures for each goal and develop qualitative values to measure each project against the stated goals, 2.) add checkpoints that these factors are included in these projects, and 3.) add mitigation of climate change and/or reducing greenhouse gas emissions as a regional goal.
 - b) Staff opened the floor for members to give responses to the question during the meeting.
 - Bruce Mann says that when projects are submitted, that we should be able to tie them to one or more of these goals.
 - Vice Chair David Fields asked how our peer MPOs did this?
 - a. Staff said they have sent out emails to our peer MPOs and are awaiting responses.
 - Chair Perri D'Armond says she likes the idea of a checkpoint to ensure project sponsors can detail which goals their project addresses.
 - Mike Wilson states that he sees the RTP from a 20,000 feet view. He says that adding a narrative to project submission explaining that the RTP Project Development Process is the "Pre-Process" and then staff will help the sponsor mature the project over time. This will help set the table for what we need to continue to do, which is have a very sharp focus on exactly how far along is the sponsor's project.
 - Vice Chair David Fields says that projects submitted do not have to be perfect, they should just be on the right path. He asks staff to ensure this by having projects answer questions that guide their development.
 - c) Staff presents a table that conveys alignment between federal planning factors, RTP goals, and H-GAC's performance measures.
 - e. Staff poses the second "homework" question: What aspects of the RTP Subcommittee charge needs to be further explained to better inform the development of a RTP Project Development Process
 - a) Responses included: 1.) Changing the name, 2.) Discuss how the RTP is to interpret and implement evolving regional priorities beyond the 20-year planning horizon, 3.) Finding consensus on qualitative values given, and 4.)

stressing the difference between the TIP and RTP, as well as defining planning and programming.

- b) Question: Chair Perri D'Armond asks if there is anything on H-GAC's website that someone can access that shows how a project become implemented through H-GAC?

- Craig Raborn says that H-GAC used to have something like this and that going forward the MPO will develop a process for sponsor consultation in the future.

- f. Staff posed the final "homework" question: What does the Subcommittee want to see as part of the example proposal?

- a) Responses included: 1.) providing an example project and run it through the proposal, 2.) provide a step-by-step proposal for the Subcommittee, 3.) Provide specific scoring considerations prevalent among peer reviewed agencies, and 4.) adding greenhouse gas emissions as a regional priority and how it would be applied in relation to a future project. Staff mentions that the example project will not be an existing process, but we will be created internally.

- Comment: Charles Airiohuodion says that TxDOT has projects that are undergoing studies. Some projects need to go through the RTP to continue. To meet the RTP vision and goals, we need to consider projects currently undergoing studies.
- Comment: Katherine Summerlin reiterates that greenhouse gas emission reduction is important because of our region's non-attainment status.

- g. Staff presents a timeline to the Subcommittee for approval. The timeline includes a draft proposal in September 2023, and a final proposal in December 2023 with RTP Subcommittee feedback throughout the latter half of the year. The initiation of the RTP Project Development Process is projected to be in Spring 2024, after TAC and TPC presentations in Winter 2024.

- a) The Subcommittee votes to approve the timeline and milestones.

- b) Question: Charles Airiohuodion asks about the RTP Conformity Process as it stands.

- Craig responds that H-GAC is in a conformity lapse grace period. H-GAC is waiting for FHWA to evaluate the MPO's conformity. There is no indication there are problems with our conformity process and documents.

4. Announcements

- a. Transportation Advisory Committee (TAC)

- a) Next meeting: August 16, 2023, at 9:30 AM (Hybrid)

- b. Transportation Policy Council (TPC)

- a) Next meeting: August 25, 2023, at 9:30 AM (Hybrid)

- c. Regional Transportation Plan (RTP) Subcommittee

- a) Next meeting: September 13, 2023, at 1:30 PM

5. Adjourn

- a. Chair Perri D'Armond calls for adjournment at 2:33 PM