



Meeting Summary
Technical Advisory Committee (TAC) Meeting Summary
Monday, February 28, 2022 @ 10:00 AM
Hybrid Meeting

Meeting Duration: 75 minutes

Members in Attendance:

Burt Ussery, TAC Chair
Raven Alexander, Wichita Transit
Mike Armour, Wichita
Jack Brown, Regional Pathways
Representative
Annette Graham, Coordinate Transit
District #9 Representative

Jolene Graham, Economist
Representative
Mary Hunt, Urban Land Use Planning
Representative
Gary Janzen, Wichita
Les Mangus, Butler/Sumner Co.
Shawn Mellies, Wichita

Laura Rainwater, REAP
Nina Rasmussen, Air Quality
Representative
Jim Weber, Sedgwick Co.
Kristi Wilson, KDOT

Other Attendees:

Greg Allison, MKEC
Maggie Ballard
William Black, Haysville
Ashley Bryers, WAMPO
Brent Chestnut, TranSystems
Brent Clark, Valley Center
Cecelie Cochran, FHWA
Nick Flanders, WAMPO
Tom Hein, KDOT
Mike Hoheisel, Wichita

Theresa House, WAMPO
Tonja Howard, Wichita Transit
Alan Kailer, Bike Walk Wichita
Mark Kruep, WAMPO
Brett Letkowski, TranSystems
ThaiBinh Ninh, MAPD
Ronald Nuessen, Benesch
Lynn Packer, Sedgwick Co.
Chad Parasa, WAMPO
Tia Raamot, Wichita Transit

Brad Shores, JEO
Dan Squires, Derby
Eva Steinman, FTA
Pat Stivers, Maize
Patty Sykes, WAMPO
Tyler Voth, WSP
James Wagner, Wichita
Jessica Warren, Sedgwick County
Kristen Zimmerman, PEC

1. Mr. Ussery called the meeting to order at 10:00 AM.

2. Regular Business

A. Approval of February 28, 2022 Agenda

Discussion: None

Action: Moved to approve agenda as presented. Motion passed (14-0).

Motion: Mr. Janzen

Second: Mr. Armour

B. Approval of January 24, 2022 Minutes

Discussion: None

Action: Moved to approve minutes. Motion passed (14-0).

Motion: Mr. Weber

Second: Mr. Armour

C. Director's Report

i. Overview

ii. TIP Amendment Updates

Nicholas Flanders provided an update on TIP Amendments. On December 14, 2021, the TPB approved Amendments 5 and 5.5, as recommended by the TAC. During the period of January 31, 2022 through February 11, 2022, there was a Call for Changes for Amendment 6 to the 2021-2024 TIP. The 30-day Public Comment Period for Amendment 6 started on February 26, 2022 and is scheduled to run through March 27, 2022. As of today – February 28, 2022 – changes to eight projects have been received for Amendment 6. One project has an administrative adjustment to change its contact information and the other seven are projects that require formal amendments. Of those seven, two are existing projects that are being changed, and five are new projects. The TAC is scheduled to make its recommendation on Amendment 6 on March 28, 2022, and the TPB is scheduled

to vote on approval of Amendment 6 on April 12, 2022. When Mr. Ussery inquired whether 8 submitted projects were a light response to a TIP-amendment Call for Changes, Mr. Flanders responded that this number is fairly typical, and that there were no other projects that WAMPO staff expected to be submitted for Amendment 6 that were not included.

iii. **Travel Demand Model RFP Update**

The RFP was issued on January 26, 2022. The Pre-Proposal Conference took place on February 25, 2022, and proposals were due on March 1, 2022. The Selection Committee will meet sometime in March of 2022. After the April 12, 2022 selection of a consultant by TPB, the Project will commence, then end in December 2023.

3. Public Comment Opportunity: None

4. New Business

A. **Action: TIP Call for Projects Approach Approval**

Nick Flanders explained attention is on the Call for Projects on the 2023-2026 TIP, and members are asked to get their requests submitted by the March 9, 2022 deadline. Requests shall clarify whether projects are new projects, current projects, or projects to be carried forward. The table below summarizes the processing schedule:

Staff review & Project Section Committee meetings	Spring 2022
Document development & Public Comment period	Summer 2022
TAC recommendation	Summer/Fall 2022
Deadline for TPB Approval	Prior to October 1, 2022

Focus is also on getting new projects for 2025-2026. However, there is the possibility of surplus funds available from 2023-2024, which are not already committed to other projects.

Historically, projects selected for WAMPO suballocated funding in the TIP have been from the MTP Funding Menu only. However, due to unprecedented occurrences since the last MTP was approved, like the pandemic and new developments that were unforeseen, WAMPO is requesting the Committee's feedback in determining how to proceed for the FFY2023-FFY2026 TIP:

- Option #1 – Selecting Projects from MTP Funding Menu Only: This option would require only projects to be selected from the MTP Funding Menu, with the selected projects proceeding through the processing schedule above, in order to reach to the TIP.
- Option #2 – Selecting Projects from MTP Funding Menu, MTP (but not on the Funding Menu, or not in the MTP (but meets the MTP goals), which would require an MTP Amendment: This option would involve developing an MTP Amendment which would allow projects that are not on the MTP Funding Menu, or in the MTP to be added to the MTP Funding Menu. The process and recommendation of Option #2 would end on or before the October 1, 2022 deadline for approval.

Ashley Bryers explained the “MTP” is a long-range transportation plan which is developed every 5 years with the vision for transportation for the next 20 years, while the “TIP” is the implementation arm of the MTP and must be consistent with the MTP. The “MTP Funding Menu” is a specific, fiscally-constrained project list developed during the MTP development process. WAMPO is requesting direction on whether to select projects only from the MTP Funding Menu or to also select projects that are in the MTP, but not on the Funding Menu, or projects that are not in the MTP at all. If projects are selected by the Project Selection Committee that are not on the MTP Funding Menu, an MTP Amendment would be necessary. It was acknowledged that, in the event no projects which are not on the MTP Funding List are not selected by the Project Selection Committee, no MTP Amendment would be prepared and only selected projects from the MTP Funding Menu would advance through the processing schedule to reach to TIP approval.

Action: Motion to approve use of Option #2 in approving FFY2023-FFY026 TIP Projects, so long as all project requests be given equal consideration by the Project Selection Committee, regardless of whether a project had been selected on the MTP Funding Menu. Staff will process an MTP Amendment if necessary based on selected projects. It is noted that this is a unique situation that only applies to this TIP selection process. Motion Passed. (14-0)

Motion: Mr. Janzen

Second: Mr. Weber

B. **Action: Safety Plan Steering Committee & Focus Group**

Ms. Bryers spoke about the Safety & Health Committee (“SHC”), which was established in 2020. The SHC has been tasked to review data and develop information for the next MTP. Through SHC and TAC discussions it was determined a Safety Plan is necessary. Ms. Bryers presented a two-tier structure to guide the consultant lead planning process.

- Tier 1 – Steering Committee: Consists of existing SHC governmental staff and other identified entities, with responsibility to provide direction for addressing design, enforcement, education and awareness solutions in the preparation of the plan document; and
- Tier 2 – Focus Group: Consists of SHC (“non-governmental staff”) organizations and other interested parties, with responsibility for providing more input on goals, policy action items and procedures to the Steering Committee for use in preparing the plan document.

During her presentation, Ms. Bryers presented a list of SHC members (which is comprised of governmental staff and other entities) and, and requested input from Committee members of anyone else who might also who might be interested in working on this project.

In response to Mr. Kailer’s question, Ms. Bryers stated the structure presented at this meeting was different from the structure previously presented to TPB because, after hearing the comments and concerns at the February 2022 TPB meeting, staff re-evaluated the initial sub-committee tier structure and associated tasks. Ms. Bryers explained the difference between the SHC and the Safety Plan Steering Committee/Focus Group. The SHC’s overarching purpose is to cultivate data and information to develop the next MTP, which has a longer timeframe, while the development of the Safety Plan is a shorter timeframe. The Steering Committee and Focus Group would each meet more frequently versus having SHC by itself, as SHC only meets once every three months. Further, additional individuals and organizations which would be working on developing the Safety Plan could join or be represented in SHC going forward.

Ms. Bryers asked the Committee for approval of the proposed structure of SHC’s plan team.

ACTION: Move to approve the establishment of a two-tiered sub-committee, for the purpose of developing and directing a Safety Plan, for Safety & Health Committee’s use in preparing the next MTP. At this time, the specific members of both the Steering Committee and the Focus Group are not specifically identified, but will be added to these rosters. (14-0)

MOTION: Mr. Janzen

SECOND: Mr. Squires

C. **Update: Federal Functional Classification Map Update**

Mr. Flanders discussed updates to the Federal Functional Classification Maps. The updated maps were provided to the Committee as part of the meeting agenda packet, pages 12 through 14. These maps apply to all roadways of the jurisdiction, from interstate down to local roads. Mr. Flanders pointed out the arterials - higher roads - provide the most mobility in terms of how far vehicles can travel with having the least accessibility to specific destinations, due to having the fewest exit points, and that a road can only empty onto a road of equal or greater functional classification.

The WAMPO staff have been working on the maps, using information received from Kansas Department of Transportation. In order to be of a certain classification, particular characteristics on the maps are the roadways which must be identified, from arterials down to local roads. The different roadways on the current maps are all color-coded, but the maps do not show the local roads. Map revisions include the latest changes not reflected in the previous maps, as well as the addition of an updated project involving a bridge building built on Highway 95 straight across the Arkansas River, which will also involve a road being built.


In response to Mr. Janzen's question, Mr. Flanders confirmed that a road's Functional Classification affects its eligibility for federal funding. He then stated that local roads do not qualify for federal funding, unless there are exceptions identified in the law; one of the exceptions is for bridge and tunnel projects.

Mr. Flanders noted that these maps are continually being updated, and WAMPO continues to communicate with jurisdictions to confirm that all changes are represented on these maps. He further noted that the official functional maps for the jurisdiction region are located on the WAMPO website – www.wampo.org/fun-class.

D. **Discussion: WAMPO and Stakeholders Data Sharing Agreements**

Mr. Flanders and Mark Kruep gave a presentation regarding the early stages of determining whether data sharing agreements (“DSA”) should be developed for WAMPO’s use in sharing data with other parties. Mr. Kruep summarized how a DSA would be a written understanding between two or more parties, identifying what data would be shared, the purpose for using the shared data, who would have access to the data, how the data would be stored and/or eventually destroyed. He also pointed out the advantages of having a DSA in place, including protection against data misuse, improved ability to turn data into meaningful reports, discouraging duplication of effort and encouraging accountability and transparency. The WAMPO staff is also in the process of searching for DSA already in place for WAMPO’s use going forward. However, to this date, no such agreements have not been located. Therefore, WAMPO would like input from the Committee and member jurisdictions regarding preparation of DSA for use with member jurisdictions. At this time, the Committee members provided their input on the subject:

- In response to Kristen Zimmerman’s question regarding whether WAMPO would be the only party sharing data, Mr. Flanders stated that, at this early stage, it would potentially be WAMPO sharing data to member jurisdictions, or vice versa, depending on the agreement between the parties.
- Mr. Janzen questioned as to the purpose of having an agreement and asked what would happen if there was no agreement. Mr. Parasa responded that WAMPO is committed to producing accurate data and a DSA would provide an on-going structure of continued sharing - for example, if a member jurisdiction would have information which WAMPO had not access to, or vice versa, the sharing of data would result in accurate and validated reports.
- Mr. Mangus asked if WAMPO was going to prepare a draft model agreement, or if the individual member jurisdictions will have their own agreement. Both Mr. Janzen and Mr. Squires voiced their preference that any drafted agreement be a simple agreement and not a complex agreement which could lead to multiple revisions by both sides.
- Mr. Ussery expressed his concerns regarding whether a DSA would preclude the public from obtaining data which would otherwise be obtainable without using a DSA. He also questioned whether WAMPO has already been faced with not being able to obtain data due to not having a signed DSA, or if preparing a DSA is a pro-active nature. He then mentioned that it would appear that, by becoming members of WAMPO, jurisdictions agree to share data with WAMPO and receive data from WAMPO and there ought to be a disclaimer regarding the accuracy of the data, not holding anyone accountable. However, if WAMPO is working with an outside agency, a formal agreement may be necessary.



Mr. Parasa responded that WAMPO is still exploring the use of a DSA as a pro-active measure of an on-going structure, or if there is another way to obtain shared data without the use of a DSA. This topic is still in early stages of discussions with TAC members and with member jurisdictions, and will be discussed in future TAC meetings.

5. Committee & Partnership/Updates

A. **Safety & Health Committee**

The next Safety & Health Committee Meeting is scheduled for May 4, at 9:30 a.m. The agenda and meeting link will be distributed.

B. **Active Transportation Committee**

The next Active Transportation Committee Meeting is scheduled for June 1, 2022, at 9:30 a.m. The agenda and meeting link has be distributed.

6. Other Business

7. Meeting adjourned at 11:15 AM.

The next regular meeting will be held on Monday, March 28, 2022 at 10:00 AM.