



WORKSHOP MEETING MINUTES
BROWARD METROPOLITAN PLANNING ORGANIZATION
Regional Transportation
Technical Advisory Committee (RTTAC) Meeting
Wednesday, September 9, 2020 1:30 PM

Present

Chair Greg Stuart, Broward MPO
Malissa Booth, Palm Beach TPA
Lois Bush, Florida Department of Transportation District 4
Isabel Cosio Carballo, South Florida Regional planning Council
Loraine Cargill, South Florida Regional Transportation Authority
Paul Chance, Miami-Dade TPO
Tara Crawford, Broward County Transit
Christopher Dube, Florida Department of Transportation District 6
Carol Henderson, Virgin Trains USA
Ken Jeffries, Florida Department of Transportation District 6
Jessica Josselyn, Kittelson and Associates
Thomas Lanahan, Treasure Coast Regional Planning Council
Christina Miskis, South Florida Regional Planning Council
Gaspar Padron, Florida Department of Transportation
Andrew Uhlir, Palm Beach TPA
Mary Vilches, Miami-Dade TPO
Victoria Williams, Florida's Turnpike Enterprise
Natalie Yesbeck Pustizzi, South Florida Regional Transportation Authority

Broward MPO Staff

Hannah Bourgeois
Paul Calvaresi
Bill Cross
Khyra Everette
Paul Flavien
Marcus Richards
Rebecca Schultz

Also Present

Lisa Tayar, Recording Secretary, ProtoType, Inc.

REGULAR ITEMS
(All Items Open for Public Comment)

- 1. Call to Order, Roll Call, and Recognition of Quorum**

Chair Stuart called the workshop to order at 1:35 p.m. It was clarified that no action items would be discussed today.

WORKSHOP DISCUSSION ITEMS

1. Outreach Schedule

Chair Stuart explained that today's discussion would focus on outreach related to the Regional Transportation Plan (RTP), including identification of groups with whom Staff and Regional Transportation Technical Advisory Committee (RTTAC) members will meet. This includes establishing messaging for individual groups.

A. Purpose

Paul Calvaresi and Hannah Bourgeois of Broward MPO Staff showed a presentation on the organizations for which outreach is planned as well as the counties in which they are located. The Public Participation Subcommittee (PPS), of which Ms. Bourgeois is Interim Chair, includes one representative from each transportation planning entity, as well as representatives from Florida Department of Transportation (FDOT) Districts 4 and 6. Mr. Calvaresi encouraged the Committee members to email their respective PPS members with the names of any organizations in their counties that are missing from the list.

B. Identifying Outreach Partners

Chair Stuart suggested reaching out to the two planning councils, possibly having those organizations' representatives make presentations to them. He also proposed considering other regional boards such as Resource One as well as local Chambers of Commerce.

Chair Stuart asked if representatives of transit providers could make presentations to their respective County Commissions. He noted that the representatives of FDOT Districts 4 and 6 could present to their Secretary Councils so they are aware of ongoing regional efforts. Mr. Lanahan added that the Treasure Coast Regional Planning Council would be interested in the RTTAC's multi-regional coordination efforts.

2. Materials

A. PowerPoint Review

Mr. Calvaresi advised that the PPS has collaborated to create a PowerPoint presentation from slides the Committee has seen throughout the RTP process. He briefly reviewed the presentation, which includes:

- How and why the Committee was formed

- Policies
- Current conditions
- Potential changes and their results
- How funding is spent
- Building on current progress

Mr. Calvaresi noted that the presentation may require adjustment for each target audience to which it is presented.

B. Outreach Website Review

Ms. Bourgeois advised that the PPS Outreach Events website is intended to be used by the Subcommittee as well as the parties responsible for scheduling meetings. This helps keep track of where presentations have been made and their outcomes, particularly letters and/or resolutions of support for the RTP. This will help focus outreach efforts.

Mr. Calvaresi added that an RTP website will soon be available as a supplement. It will include all the information necessary for a quick “elevator pitch” presentation. Chair Stuart recommended that this type of brief presentation be developed further as an option.

Ms. Bourgeois continued that the site includes an open-ended section for questions or comments from the group to whom the presentation was made. This will allow for follow-up on these questions or comments. A Google form is used to track who has made presentations to whom. Every meeting is intended to be action-oriented. Monthly PPS meetings are scheduled so the Subcommittee can share best practices.

Ms. Bush noted that the Florida Transportation Plan (FTP) tracking log used at FDOT’s Central Office includes a section for comments, which are accumulated and used to inform policy development. She recommended that similar feedback be collected by the PPS and shared with other transportation entities such as the Southeast Florida Transportation Council (SEFTC) and others.

3. Speakers’ Bureau

Mr. Calvaresi stated that the PPS has discussed having each transportation entity’s Executive Director appoint one individual to the Speakers’ Bureau, along with the RTP Project Manager. The PPS is seeking at least three additional volunteers. Ms. Bush and Mr. Jeffries will reach out to FDOT District Staffs to determine who is interested in this opportunity.

Mr. Cross recommended that volunteers for the Speakers’ Bureau listen to the presentations of other speakers so they have a clear sense of how to present the topic.

This would be of particular use to volunteers who have heard less about the materials being covered.

Ms. Booth stated that a presentation is planned to the Palm Beach TPA Board on September 17, 2020. The meeting will be recorded for the TPA's YouTube channel, which will provide the opportunity for others to watch Ms. Josselyn's presentation and see the types of questions and comments that are generated. Mr. Calvaresi noted that once the Speakers' Bureau has been established, training and "dry run" presentations will be scheduled to ensure speakers are comfortable with the materials.

ADMINISTRATIVE ITEMS

1. Member Comments

Chair Stuart advised that it is not yet known if the next RTTAC or SEFTC meetings will be virtual or in person. It is also possible to hold hybrid meetings. He emphasized that the next phase of the RTTAC will focus on how all three South Florida counties move forward together as a single region.

There being no further business at this time, the meeting was adjourned at 2:16 p.m.

NEXT RTTAC MEETING: October 14, 2020

NEXT SEFTC MEETING: October 30, 2020