

Meeting Minutes

**Salisbury/Wicomico Metropolitan Planning Organization (S/WMPO)
Technical Advisory Committee
August 1, 2017**

**Government Office Building
Room 306
125 N. Division Street
Salisbury, MD**

Attendees:

S/WMPO Technical Advisory Committee (TAC) members:

Amanda Pollack, Chair, City of Salisbury Infrastructure and Development Dept.
Brad Bellacicco, Shore Transit
Tremica Cherry, Delaware Transit Corporation
Lauren DeVore, DNREC – Division of Air Quality
Jim Grindle, Wicomico County Public Works
Tracey Gordy, Maryland Dept. of Planning (MDP)
William Hardin, Town of Delmar
Dorothy Morris, Delaware Office of State Planning Coordination
Becky Robinson, Delmarva Water Transport Committee
Jim Thomas, Salisbury-Wicomico County Planning and Zoning Commission
Josh Thomas, Delaware Department of Transportation (DelDOT)
Keith Hall, S/WMPO Executive Director

Others:

Aviva Brown, State Highway Administration (SHA) – Regional Planner District 1
Buffy Ellis, KFH Group, Inc.
Melissa Krafchik, SHA
Anne Roane, City of Salisbury Infrastructure and Development Dept.
David Schlie, SHA

Introduction

Chair Pollack opened the meeting at 10:30 A.M. and welcomed those in attendance.

Minutes

The first item of business was the approval of minutes from the April 13, 2017 meeting. Mr. Jim Thomas made a motion to approve the minutes as submitted; the motion was seconded by Mr. Bellacicco. With all Technical Advisory Committee (TAC) members voting in favor, the motion passed unanimously.

Shore Transit: Demand Response Transportation Improvement Study presentation

Buffy Ellis (KFH Group, Inc.)

Ms. Ellis started the presentation by providing an overview about the purpose of the Study, which is to identify concerns about increasing demand and cost for origin to destination services, especially ADA paratransit service, for Shore Transit. The primary objectives of the Study include the review of current Demand Response Transportation (DRT) services and the development of options and strategies for improvement of existing services. In an effort to better understand services and recommend implementation strategies, federal and State funding resources, current demand for service, trip characteristics, ADA paratransit, cost-transferring from Medicaid transportation, and SSTAP service were evaluated.

Over a three-year period from 2014 through 2016, ADA paratransit ridership increased by approximately 20 percent. Monthly ridership was also evaluated as part of the background assessment of DRT services. Between October 2015 and October 2016, ADA paratransit ridership grew by 9 percent and accounted for 60 percent of all DRT ridership. The increase of DRT ridership was contributed to in part by Medicaid beneficiaries using Shore Transit instead of Medicaid non-emergency medical services provided by the counties. In addition to the increased ADA paratransit ridership, senior agency service grew during the aforementioned 12-month period. As of October 2016, senior agency service accounted for 24 percent of DRT ridership. Another component for explaining the increase of demand for DRT ridership was dialysis trips. Between 2015 and 2016, dialysis trips increased 37 percent and comprised 19 percent of DRT scheduled trips in 2016. The annual estimated cost for dialysis trips in 2016 was \$163,000.

Funding sources for Shore Transit's DRT scheduled rides consists of Federal (5307 and 5311) and State (Statewide Special Transportation Assistance Program) grants, as well as Department of Social Services and county funding. With exception of the 5307 Grant program, no other funding sources have increased in the past 4 years. Therefore, Shore Transit is experiencing a significant increase in demand for DRT scheduled trips without increases to funding, causing Shore Transit to reduce fixed route services.

As presented, options for improvement include: enhancements to the eligibility certification process for ADA paratransit; when possible, encouraging the use of fixed route services when possible to address demand; consider partnerships with human service agencies; and consider changes to charge service agreements to 4 agencies. Additional considerations for improvement consist of modifying DRT policies to shorten advance reservation policy and administration of no-show policy, IT enhancements, cost-sharing with State for Medicaid non-emergency medical trips, and coordination with dialysis facilities to provide riders with free or discounted local transportation.

Ms. Brown inquired how many dialysis centers are within the coverage area of Shore Transit. Ms. Ellis stated there are three (3) centers located within the service area. Chair Pollack asked Mr. Bellacicco about coordination efforts between dialysis centers and Shore Transit when a center expands its hours of operation. Mr. Bellacicco stated the expectation is Shore Transit will adjust schedules as centers modify hours of operation; however, this situation causes additional expense to Shore Transit. Additionally, Mr. Bellacicco noted ongoing meetings between Shore Transit and dialysis centers are occurring in an effort to identify opportunities to reduce cost without

interruption to transit service. Ms. Cherry asked if dialysis customers currently go through the interview process. Ms. Ellis responded in the affirmative.

Chair Pollack thanked Ms. Ellis for presenting the Study.

Delmarva Freight Plan Addendum

Josh Thomas (DelDOT)

Mr. Josh Thomas presented a brief overview about the federal requirement to update the 2015 *Delmarva Freight Plan* to be compliant with the Fixing America's Surface Transportation (FAST) Act. Mr. Josh Thomas stated the importance of this required action is to ensure the Delmarva Peninsula's access to funding freight programs associated with the FAST Act. To achieve Federal approval, the Plan addendum will consist of a fiscally constrained investment plan, list of State-designated freight facilities and corridors, and identify critical urban and rural freight corridors. The Delmarva Freight Working Group prepared and submitted the draft addendum, meeting the 10 requirements, to FHWA for review.

After receiving FHWA approval, the addendum will be presented to the S/WMPO TAC for review and recommendation to the S/WMPO Council. Tentatively, the addendum will be included as an agenda item for the January 11, 2018 TAC meeting. Lastly, Mr. Josh Thomas previewed the draft Delmarva Freight logo, a TEU container, to the TAC members.

Chair Pollack thanked Mr. Josh Thomas for the overview and handouts. As a follow-up, Mr. Josh Thomas confirmed staff will present the 2015 *Delmarva Freight Plan* at the upcoming TAC meeting on October 12, 2017.

FY 2017 Unified Planning Work Program (UPWP) proposed amendments

Keith Hall (S/WMPO Executive Director)

Mr. Hall presented proposed amendments to the Delaware portion of the FY 2017 UPWP to cover expenses. Mr. Hall stated the overall budget remained consistent to the amount adopted by the S/WMPO Council on June 23, 2016. As proposed, the amendments consist of reducing Transportation Planning Studies by \$2,650.00 and Public Participation Plan by \$1,837.00. The funding would be reallocated to increase the Transportation Improvement Program budget by \$2,150.00, \$500.00 to the UPWP line item, and \$1,837.00 to MPO Administration. The proposed amendments have been available for public review and comment, with no comments received by staff. Staff recommended a favorable motion to forward the proposed amendments to the S/WMPO Council for review and action.

After a brief discussion by TAC members and meeting participants, Mr. Josh Thomas made a motion to forward a favorable recommendation on the proposed amendments to the FY 2017 UPWP to the S/WMPO Council for their review and action. The motion was seconded by Ms. Morris. With all Committee members voting in favor, the motion passed unanimously.

FY 2018 UPWP proposed amendments

Keith Hall (S/WMPO Executive Director)

Mr. Hall provided an overview of a proposed amendment to the Delaware portion of the FY 2018 UPWP. The amendment are necessary to cover expenses. The amendment consists of reallocating \$2,000.00 from Transportation Planning Studies to the Transportation Improvement Program budget line item. Mr. Hall also encouraged the Delaware TAC members to identify potential studies related to transportation designed to assist their jurisdictions with local planning and future capital programming efforts. Model projects for consideration are multi-jurisdictional and may include more than one mode of transportation.

Mr. Hardin made a motion to forward a favorable recommendation on the proposed amendment to the FY 2018 UPWP to the S/WMPO Council for their review and action, with the motion seconded by Mr. Jim Thomas. With all Committee members voting in favor, the motion passed unanimously.

Member Updates / Other Business

Mr. Josh Thomas reiterated Mr. Hall's call for projects from Delaware municipalities within the S/WMPO's Urbanized Area. It is the position of DelDOT to encourage locally driven transportation planning studies.

Mr. Bellacicco mentioned the need for transit planning services in support of the National Folk Festival. The purpose of the study is to identify transit routes based on offsite parking areas as the origin and Downtown Salisbury as the destination. At this time, parking locations have not been identified. Based on consensus of TAC to support this planning initiative, Mr. Hall will prepare amendments to the FY 2018 UPWP to potentially fund a study.

Ms. DeVore stated DNREC is actively tracking Ozone Standards Implementation Act of 2017. This legislation amends the Clean Air Act by delaying implementation of Ozone NAAQS published in 2015 and increases Clean Air Act review cycle from 5 to 10 years. If implemented, the Environmental Protection Agency will be prohibited from completing its next review until October 2025. The EPA notified DNREC the National Highway Traffic Safety Administration is required to issue final rule on 2022 – 2025 Corporate Average Fuel Economy Standards by April 1, 2020.

Ms. Gordy provided an overview of activities within the S/WMPO region. She mentioned the Wicomico Walks Committee has retained the Eastern Shore Regional GIS Cooperative to prepare a webpage identifying walking trails in Wicomico County. Also, in support of this initiative, the Wicomico County Health Department has walking route signs for free and will assist jurisdictions or entities with delineating a walking trail. Currently, Fruitland is in the process of placing signs along a walking trail and Sharptown has expressed interest in establishing a walking route. MDP assisted Mardela Springs with preparing a Sustainable Communities application for replacing / repairing or installing new sidewalks within the Town.

Mr. Jim Thomas inquired about the S/WMPO's role of integrating water and waste water facility planning with transportation planning initiatives. Mr. Hall responded this is a future goal of the S/WMPO to comprehensively understand and analyze regional growth and development to identify the associated impacts to the transportation system.

Ms. Brown acknowledged Mr. Gregory Slater has been promoted as the new SHA Administrator. She stated the rehabilitation project of replacing 11 bridge decks along the Salisbury Bypass is expected to be completed during the Spring of 2018. Moreover, two repaving projects, as well as drainage projects occurring in the County are on schedule.

Public Comments

There were no public comments.

Next Meeting Date/Adjourn

Mr. Hall stated the next meeting date of the TAC is scheduled for October 12, 2017.

There being no other business before the TAC, upon a motion by Mr. Jim Thomas, seconded by Ms. Gordy, with all members voting in favor, and none opposed, the meeting was adjourned.