

# WAKE COUNTY TRANSIT PLAN

## Transit Planning Advisory Committee

Community Engagement (CE) Subcommittee Meeting  
 Thursday, December 2, 2021 • 1:30 PM – 3:00 PM

WebEx Link: <https://cormp.webex.com/cormp/j.php?MTID=m7f961d5f372f596741188ace7b31905d>

Dial In: 650-479-3208      Meeting Code: 160 226 5354

### Agenda

1. **Welcome and Introductions** (Andrea Epstein, Chair)
2. **Adjustments to the Agenda**
3. **Meeting Summary Items/Task Wrap Up:**  
 Thank you to the CE Members who joined us for the Annual Report review on Nov. 18<sup>th</sup>. The final report will be submitted on Dec. 15<sup>th</sup> and posted online shortly thereafter.
4. **Administrative Items:**
  - A. **2022 Meeting Schedule** (Andrea Epstein, Chair)  
 Recommend keeping our same meeting schedule. 1:30-3:00pm on the 4<sup>th</sup> Thursday of each month.
  - B. **2022 Subcommittee Elections Process** (Stephanie Planchich, TPAC Administrator) Nominations open December 2<sup>nd</sup>. Election on January 27<sup>th</sup>. TPAC consideration on February 9<sup>th</sup>.
  - C. **Work Task List Review and Development** (Bonnie Parker, Vice Chair, 30 minutes) **Attachment A**  
 Status update of the 2021 August-January CE Subcommittee Work Task List (Attachment A) in preparation for the development of the 2022 February-July Work Task List.

Task	Month	Lead Agency	Status
Participate in the annual Wake Transit Engagement & Communications After-Action Review Process.	Aug	GoTriangle	Complete
Review and recommend an updated CE Policy for TPAC consideration.	Aug-Sept	GoTriangle	In Progress Presentation 12/2
Review and provide feedback on the FY22 Work Plan amendment and development schedules.	Aug-Sept	CAMPO	Complete
Provide input and support launch of Wake Transit Performance Tracker.	Aug-Oct	CAMPO	Complete
Receive CE Strategy Presentations from project sponsors	Aug-Jan	GoTriangle	Ongoing
Receive ongoing PE&C activity updates and provide support as needed	Aug-Jan	All Partners	Ongoing
Review and provide input on Lead Agency created materials. (CE Summary Report Outline, CE Strategy Template, PE&C Activity Tracking Process, Other Materials)	Aug-Jan	GoTriangle	Not Started, 1 <sup>st</sup> Draft in use, Not Started, Others???
Review and Recommend Wake Transit Communications Plan	Sept-Jan	GoTriangle	Presentation 12/2
Review CE Strategy (materials) for the FY23 Work Plan	Oct	GoTriangle	Presentation 12/2
Review and help populate the Wake Transit PE&C activities calendar	Dec	GoTriangle	Not Started
Develop the February-July Work Task List	Dec	Chairs/ Admin	Presentation 12/2

Chair: Andrea Epstein – City of Raleigh [Andrea.Epstein@raleighnc.gov](mailto:Andrea.Epstein@raleighnc.gov)  
 Vice Chair: Bonnie Parker – CAMPO [Bonnie.Parker@campo-nc.us](mailto:Bonnie.Parker@campo-nc.us)

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### 5. Wake Transit Work Plan: Schedule and Materials

(Information Item: Liz Raskopf, GoTriangle, 10 minutes) **Attachment B & C**

The FY23 Work Plan Engagement Strategy is being updated with member feedback received last month. A schedule for draft engagement activities will be presented and members will review and provide input on initial materials developed for Work Plan engagement activities.

### 6. Wake Transit Community Engagement Policy: Development Update

(Information Item: Liz Raskopf, GoTriangle, 15 minutes) **Attachment D & E**

The GoTriangle engagement team has been working with the CE Policy Workgroup to discuss and write various components of the new Wake Transit Community Engagement Policy. Members will receive the updated CE Policy adoption schedule (Attachment D) as well as two drafted content sections (Attachment E) for initial discussion at the December meeting.

### 7. Wake Transit Communications Plan: Development Process

(Information Item: Michelle Peele, GoTriangle, 10 minutes) **Attachment F**

GoTriangle staff have begun developing the process for creating a Wake Transit Communications Plan that would be executed and implemented by the Wake Transit Communications Coordinator once hired. Note: Interviews were conducted 11/30 and 12/1.

### 8. Member Presentations: Engagement Strategies, Activity Updates, Performance Reports, etc.

- a. CRT Q&A Session Report Out (Liz Raskopf)
- b. Project Presentations @ TPAC: 9:30am-12pm on Dec. 8<sup>th</sup> (Stephanie Plancich)
  - i. Morrisville Smart Shuttle Launch
  - ii. Wake County SmartRide NE Launch
  - iii. Raleigh bus stop, transfer point and other facility updates
  - iv. Cary Multimodal Center progress update
  - v. Wake Bus Plan Update including Ph. 1 engagement
  - vi. BRT Rapid Bus Extensions Study update including Ph. 1 engagement

### 9. Adjourn

Upcoming Meeting:

January 27<sup>th</sup> – Regular Monthly Meeting

Chair: Andrea Epstein – City of Raleigh [Andrea.Epstein@raleighnc.gov](mailto:Andrea.Epstein@raleighnc.gov)

Vice Chair: Bonnie Parker – CAMPO [Bonnie.Parker@campo-nc.us](mailto:Bonnie.Parker@campo-nc.us)

**GO FORWARD**  
A COMMUNITY INVESTMENT IN TRANSIT