

# WAKE COUNTY TRANSIT PLAN

## Transit Planning Advisory Committee

Community Engagement (CE) Subcommittee Meeting  
Thursday, December 1, 2022 • 1:30pm-3:00pm

Teams Meeting Link: [https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ZmlxZigyOWMtNmJkNC00M2I5LWlyYzUtNGI5N2UwMzI4ZDg5%40thread.v2/0?context=%7b%22Tid%22%3a%22c5a412d1-3abf-43a4-8c5b-4a53a6cc0f2f%22%2c%22Oid%22%3a%226654f946-4e8d-4b6d-9be4-6b72d3d3dded%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZmlxZigyOWMtNmJkNC00M2I5LWlyYzUtNGI5N2UwMzI4ZDg5%40thread.v2/0?context=%7b%22Tid%22%3a%22c5a412d1-3abf-43a4-8c5b-4a53a6cc0f2f%22%2c%22Oid%22%3a%226654f946-4e8d-4b6d-9be4-6b72d3d3dded%22%7d)  
Call In Number: 984-900-2345 Meeting Code: 296 925 346 326

### Agenda

- 1. Welcome and Introductions** (Andrea Epstein, Chair)
- 2. Adjustments to the Agenda**
- 3. Reminders/Summary Items/Task Wrap Up/Program Highlights**
  - The governing boards adopted the Community Engagement Policy in November. The final policy is available in the TPAC Document Library and on the GoForwardNC.org webpage at <https://www.goforwardnc.org/wake-county/plans-policies/>.
  - The CE Workshop on November 14<sup>th</sup> was well attended by CE and other subcommittee members. A summary of the discussion and next steps is included in today's agenda.

- 4. Draft 2023 February-July Work Task List**  
(Stephanie Plancich, TPAC Administrator, 5 minutes) **Attachment A**

Twice each year, the TPAC subcommittees develop a Work Task List that describes the specific activities it will undertake for the next 6-month period. The draft 2023 February-July Work Task List, Attachment A, will be presented for member discussion. Comments and updates should be submitted to [stephanie.plancich@campo-nc.us](mailto:stephanie.plancich@campo-nc.us) by EOD on Friday, December 30<sup>th</sup>. The subcommittee will review the updated draft and take action to adopt at its meeting on January 12<sup>th</sup>.

- 5. 2023 Chair and Vice Chair Election Process**  
(Stephanie Plancich, TPAC Administrator, 5 minutes)

TPAC subcommittee chairs serve for the calendar year. We announced that nominations for the 2023 CE Chair and Vice Chair position were open on November 14<sup>th</sup>. They'll remain open through the end of December. If you are interested in serving in either role for the upcoming year or would like to nominate another member, please email [stephanie.plancich@campo-nc.us](mailto:stephanie.plancich@campo-nc.us) by EOD on Friday, December 30<sup>th</sup>.

Note: To be eligible to serve as a subcommittee Chair or Vice Chair, nominees must be formally designated as a primary or alternate voting member of the TPAC. The designation process is executed by your Town Manager or Executive Director and is typically a quick process. If you are interested in being nominated, but are not currently a TPAC member, please reach out to your current TPAC voting member(s) to find out about the process with your organization.

- 6. Draft Engagement Strategy Template (Short-Version)**  
(Liz Raskopf, GoTriangle, 10 minutes) **Attachment B**

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

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Over the past year, partners have been using the Wake Transit Engagement Strategy Template (Long-Version). It has been a successful tool for developing and reporting planned engagement activities for a variety of projects, but the need for a short-version has become evident. The long template requires more information than is needed for some Wake Transit engagement activities. For example, engagement activities for administrative document updates and engagement planned for the separate engagement phases of a larger capital project or study engagement plan. Members will review and discuss the first draft template. Comments are due to [eraskopf@gotriangle.org](mailto:eraskopf@gotriangle.org) by COB 12/8/22.

### 7. Revisions made to GTCR Engagement Strategy (Liz Raskopf, GoTriangle, 5 minutes) **Attachment C**

CE Members provided comments on the first draft engagement strategy for the Greater Triangle Commuter Rail Engagement Schedule to run from January 5 – February 19. The updated draft and additional known information about the effort will be presented for discussion. Comments are due to [eraskopf@gotriangle.org](mailto:eraskopf@gotriangle.org) by COB 12/5/22.

### 8. Revisions made to Wake Bus Plan/FY24 Work Plan Engagement Strategy (Liz Raskopf, GoTriangle, 5 minutes) **Attachment D**

CE Members provided comments on the first draft of the combined engagement strategy developed for the draft Wake Bus Plan and draft FY24 Work Plan. The 30-day public review period will run from February 20 – March 22. The updated draft strategy and additional known information about the effort will be presented for discussion. Comments are due to [eraskopf@gotriangle.org](mailto:eraskopf@gotriangle.org) by COB 12/8/22.

### 9. Summary of CE Member's Workshop Discussion and Next Steps (Liz Raskopf, GoTriangle, 15 minutes) **Attachment E**

GoTriangle will provide a summary of the CE Member's Workshop discussion held on November 14. The bulk of the discussion focused on continued development of a single demographics question to beta test with both the GTCR and combined Wake Bus Plan/FY24 Work Plan engagement efforts. Then attendees began discussing the development of performance targets that will apply to future Wake Transit engagement efforts. GoTriangle will provide a recommended path forward for the process, with understanding that it will take some time to finalize them.

Final input on the draft demographics question must be submitted to [eraskopf@gotriangle.org](mailto:eraskopf@gotriangle.org) by COB 12/5/22 to be considered for inclusion in the beta test process.

### 10. Other Business

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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- a. The 2022 on-board survey contract with Nelson\Nygaard has been finalized.
- b. Call for Wake Transit news and activity updates

### 11. Adjourn

Dec-Jan Schedule	December 1 <sup>st</sup> (1:30-3:00pm)	Replaces November 24 <sup>th</sup> meeting/holiday
	January 5 <sup>th</sup> (1:30-3:00pm)	Replaces December 22 <sup>nd</sup> meeting/holiday
	January 26 <sup>th</sup> (1:30-3:00pm)	Back on regular 4 <sup>th</sup> Thursday meeting schedule