

WAKE COUNTY TRANSIT PLAN

Transit Planning Advisory Committee

Community Engagement (CE) Subcommittee Meeting

Thursday, December 7, 2023 | 1:30-3:00pm

WebEx Link: <https://campo-nc.webex.com/campo-nc/j.php?MTID=md36a74297cad7c744c327bee265efab0>

Call-In: 650-479-3208 Pass Code: 2530 084 3725

Meeting Agenda

1. **Welcome and Introductions** (Curtis Hayes, Chair)
2. **Adjustments to the Agenda**
3. **Reminders/Wrap Up/Highlights**
 - a. FY2024 Wake Transit Work Plan Q3 Amendment Cycle: The 30-day public comment period is scheduled for December 8, 2023 through January 5, 2024.
 - b. Stay in the know by visiting our blog: <https://waketransit.org/>.
4. **2024 Subcommittee Chair and Vice Chair Election Update**
(Information Item: Stephanie Plancich, TPAC Administrator, 5 minutes)

Nominations for the 2024 TPAC Subcommittee Chair and Vice Chair positions opened on November 16, 2023. Anyone interested in serving as a leader of the Community Engagement (CE) Subcommittee should email their interest or nomination of another member to stephanie.plancich@campo-nc.us by Friday, December 22, 2023. The election will be held at our next meeting, January 11, 2024.

As a reminder, 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 interested in being nominated, but are not currently a TPAC member, contact Stephanie for support through the process.

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

Twice each year, the TPAC subcommittees each develop a Work Task List that describes the general activities members will participate in through the next 6-month period. The draft February-July Work Task List for calendar year 2024 will be presented for member discussion. Comments and updates should be submitted to stephanie.plancich@campo-nc.us by Friday, December 22, 2023. The vote to adopt the Task List will occur on January 11, 2024.

6. **Discussion of Engagement Summary Report Requirement**
(Information Item: Stephanie Plancich, CAMPO, 20 minutes) **Attachment B & C**

*** Please review the Attachment (Page 24-40) so you can participate in this discussion.***

The adopted Wake Transit Community Engagement Policy requires that all program-level engagement efforts be summarized in an Engagement Summary Report that is provided to the CAMPO and GoTriangle governing boards prior to the adoption or approval of the subject deliverable. It is strongly recommended that project sponsors also develop project-level summary reports to share with their boards and with the TPAC. The primary purpose of the ESR is to:

1. Provide a clear explanation to your decision-making body on what was heard, how you considered it in the planning process, and how it affected the final deliverable.

Chair: R Curtis Hayes – GoTriangle rhayes@gotriangle.org

Vice Chair: Bonnie Parker – CAMPO Bonnie.Parker@campo-nc.us

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A COMMUNITY INVESTMENT IN TRANSIT

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2. Use the summary information to evaluate the effectiveness of the outreach tactics and methods used to plan more effectively for future activities.
3. Close the loop with the public by showing that their comments were heard and considered.
4. Improve access to the information in the present, but also to make it easier to find years down the road when both staff and systems have changed.

We will review and discuss the engagement summary report included with the now approved FY2024 Q2 Amendment Packet, [page 24-40 of Attachment B](#), to get member feedback to finalize the Engagement Summary Report checklist that will be included with the CE toolkit materials being created.

7. Engagement Strategy Presentation: Coordinated Transit Plan-Human Service Transportation Plan (Information Item: Crystal Odum, CAMPO 10 minutes) **Attachment D**

The CE subcommittee was introduced to this project and reviewed initial engagement planning information last month. In December, the level 2 strategy will be presented for the first phase of engagement which is focused on stakeholder involvement.

8. Engagement Strategy Presentation: Draft FY2025 Wake Transit Work Plan (Information Item: Curtis Hayes and Liz Raskopf, Go Triangle, 10 minutes) **Attachment E**

The Draft FY2025 Wake Transit Work Plan is scheduled to be presented to the public for review and comment from February 26, 2024 through March 26, 2024. Staff will present the preliminary draft materials and strategy to the subcommittee. Please email comments to rhayes@gotriangle.org by Friday, December 29, 2023.

9. Wake Transit Engagement Opportunities (Information Item: Curtis Hayes, GoTriangle, 10 minutes) **Attachment F**

Staff will present a list of general Wake County activities that may serve as prime engagement opportunities for Wake Transit and the Go Forward brand. Subcommittee members are asked to review and contribute any additional ideas, thoughts, or opportunities to the discussion. Please email comments to rhayes@gotriangle.org by Friday, December 15, 2023.

10. Other Business

- GoTriangle is working to populate a new photo collection and sharing site as part of the Go Forward website. A calendar reminder will be sent to all members for January 8th.
- GoRaleigh launched its Busopoly. Visit <https://goraleigh.org/busopoly> for more information.
- Any other news?

11. Adjourn

Next Meeting is scheduled for Thursday, January 11, 2024 at 1:30pm.

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Vice Chair: Bonnie Parker – CAMPO Bonnie.Parker@campo-nc.us

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