

WAKE COUNTY TRANSIT PLAN

Transit Planning Advisory Committee

Community Engagement (CE) Subcommittee Meeting
Thursday, January 11, 2024 | 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 Q3 Amendment Request Community Review and Public Comment Period**
The 30-day public comment period wrapped up on January 5th, 2024.
 - b. **Next Steps for today's administrative items**
TPAC votes to endorse our election results and February to July Work Task List on January 17th.

4. **2024 Subcommittee Chair and Vice Chair Election**
(Action Item: Stephanie Plancich, TPAC Administrator, 5 minutes)

Nominations for the 2024 TPAC Subcommittee Chair and Vice Chair positions opened on November 16, 2023. The election will be held during this meeting. 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. Contact stephanie.plancich@campo-nc.us for more information.

Requested Action: Elect a Chair and Vice Chair for the 2024 term.

5. **Draft February-July Work Task List**
(Action 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. Comments and updates were accepted. The draft February-July Work Task List for calendar year 2024 was presented for member discussion during the December 7, 2023 CE meeting. No additional comments were received. Members will vote to adopt the task list on January 11, 2024.

Requested Action: Vote to adopt the February-July Work Task List for calendar year 2024.

6. **2024 Meeting Schedule**
(Action Item: Stephanie Plancich, TPAC Administrator, 5 minutes)

The Community Engagement Subcommittee recurring meeting schedule is to meet monthly, on the 3rd Thursday from 1:30-3:00pm. It is recommended that the schedule be maintained in 2024.

Requested Action: Vote to set the 2024 meeting schedule.

Chair: R Curtis Hayes – GoTriangle rhayes@gotriangle.org
Vice Chair: Bonnie Parker – CAMPO Bonnie.Parker@campo-nc.us

GO FORWARD
A COMMUNITY INVESTMENT IN TRANSIT

WAKE COUNTY TRANSIT PLAN

Transit Planning Advisory Committee

Community Engagement (CE) Subcommittee Meeting
Thursday, January 11, 2024 | 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

7. **Draft FY 2025 Wake Transit Work Plan Engagement Tactics** (Information Item: Curtis Hayes, GoTriangle, 10 minutes)

Deeper discussion on some of the engagement and communication tactics being planned for the draft FY2025 Wake Transit Work Plan.

8. **2023 Onboard Customer Survey Regional Results** (Information Item: Liz Raskopf, GoTriangle, 10 minutes) **Attachment B**

GoTriangle staff will present the results of the onboard customer surveys conducted in May 2023.

9. **Introduction of WT Engagement SharePoint File and review of Uploaded Documents** (Information Item: Curtis Hayes, GoTriangle & Stephanie Plancich, CAMPO, 15 minutes)

The Wake Transit SharePoint site has been updated to include a “WT Engagement” folder where resource materials, templates and checklists are posted for TPAC partner use. Level 1, 2 and 3 templates and outlines are now available, and a folder has been created for each TPAC partner agency to upload their engagement planning materials moving forward. As a reminder, we are piloting these forms and this more defined process through the rest of FY2024. Partners using these and previous drafts of the materials, we are looking forward to hearing about your implementation feedback. Discussion on Wake Transit CE Policy will take place this summer during the annual after-action and policy review process.

10. **Other Business**

- GoTriangle is working to resurrect or create a new photo collection and sharing site.
- An in-person CE meeting will be scheduled once staff have finalized the deployment strategy for the demographic question.
- Any other news or events coming up?

11. **Adjourn**

Next Meeting is on Thursday, January 25, 2024.