Subcommittee	Community Engagement		Year 2021						
			Time Period August-January						
			Lead Agency		Partner Subcommittee				
Task Type	Description	Task Month(s)	CAMPO	GoTriangle	B&F	P&P	CE		
	Participate in the annual Wake Transit community engagement								
Recurring/Annual	after-action review process	Aug		x					
	Review and recommend updated Wake Transit Community								
Recurring/Annual	Engagement Policy for TPAC consideration	Aug-Sept		x					
	Review and provide feedback on the Wake Transit Work Plan FY22								
Recurring/Annual	Amendment and FY23 Development schedules	Aug-Sept	х		x	x			
	Provide input and support for the community launch of the Wake								
Specialized	Transit Performance Tracker	Aug-Oct	х						
	Receive CE strategy presentations from Wake Transit Project								
Recurring/Annual	Sponsors	Aug-Jan		x					
	Receive ongoing engagement and communications activity updates								
Recurring/Annual	and provide support as needed	Aug-Jan		x					
	Review and provide feedback on lead agency created materials								
	(engagement summary report outline, CE strategy template, PE&C								
Specialized	activity tracking process, etc.)	Aug-Jan		x					
	Review and recommend a Wake Transit Communications Plan for								
Specialized	TPAC consideration	Sept-Jan		x					
	Review Community Engagement Strategy for the Annual Work Plan								
Recurring/Annual	development cycle	Oct		x					
Recurring/Annual	Review and help populate the Wake Transit CE activities calendar	Dec		x					
Recurring/Annual	Develop the February - July Work Task List	Dec	х						
CE Voting Record:	CE Subcommittee voted to adopt, June 24, 2021								
	Motion made by Bonnie Parker. Second by Andrea Epstein. Passed Unanimously.								
	Voting members: GoTriangle, CAMPO, Wake County, City of Raleigh, Town of Fuquay-Varina, Town of Wake Forest, Town of Holly Springs, and the Town of Cary.								
TPAC Approval:	Consider confirmation on August 11, 2021								

## Attachment C: Subcommittee August-January Draft Work Task Lists

Subcommittee	Planning & Prioritization		Year 2021					
				Time Period	August-January			
							<u> </u>	
			Lead Agency		Partner Subcommittee			
Task Type	Description	Task Month(s)	CAMPO	GoTriangle	B&F	P&P	CE	
Recurring/Annual	Review and provide scope dispositions for Wake Transit Work Plan amendment requests	Aug-Jan	х		x			
Recurring/Annual	Review and provide input on the Wake Transit Work Plan FY22 Amendment and FY23 Development schedules	Aug	х	x	x		х	
Recurring/Annual	Review and provide input on the FY23 Wake Transit Work Plan Project/Budget request form	Aug	х	x	x			
Recurring/Annual	Review and provide input on the quarterly project status report and reimbursement forms	Aug-Sept		x				
Recurring/Annual	Discuss disposition and summary of recommendations based on annual review of bus service performance against adopted service guidelines and performance measures	Aug-Sept	Х					
Recurring/Annual	Review and provide input on the draft FY21 Wake Transit Annual Report	Sept-Nov		x	x		х	
Recurring/Annual	Review project funding requests and make recommendations for inclusion in the draft FY23 Wake Transit Work Plan.	Oct-Dec	х	x	x			
Recurring/Annual	Develop the P&P February-July Work Task List	Nov-Dec	Х					
Voting Record:	P&P Subcommittee voted to adopt, June 22, 2021							
	Motion to adopt made by Bret Martin. Second by Kevin Wyrauch. Passed Unanimously. Voting members: GoTriangle, CAMPO, Wake County, City of Raleigh, Town of Fuquay-Varina, Town of Wake Forest, Town of Holly Springs, and the Town of Cary and the Town of Garner.							
TPAC Approval:	Consider confirmation on August 11, 2021							

Subcommittee	Budget & Finance		Year 2021						
				Time Period	August-January				
			Lead Agency		Partner Subcommittee				
Task Type	Description	Task Month(s)	CAMPO	GoTriangle	B&F	P&P	CE		
Recurring/Annual	Review and provide financial dispositions for Wake Transit Work Plan amendment requests	Aug-Jan	х			x			
Recurring/Annual	Review and discuss updated financial assumptions through the draft Wake Transit Work Plan development cycle	Aug-Jan		x		x			
Recurring/Annual	Review and provide input on the Wake Transit Work Plan FY22 Amendment and FY23 Development schedules	Aug	Х			x	x		
Recurring/Annual	Review and provide input on the FY23 Wake Transit Work Plan Project/Budget request form	Aug	Х	x		x			
Recurring/Annual	Review and provide input on the quarterly project status report and reimbursement forms	Aug-Sept		x		х			
Tracking/Oversight	Review and provide input on the Annual Comprehensive Financial Report, ACFR (Formerly called the CAFR)	Sept-Oct		x					
Recurring/Annual	Review and provide input on the draft FY21 Wake Transit Annual Report	Sept-Nov		x		х	x		
Recurring/Annual	Review project funding requests and make recommendations for inclusion in the draft FY23 Wake Transit Work Plan	Oct-Dec	х	x		х			
Recurring/Annual	Develop the February-July B&F Work Task List	Nov-Dec	Х						
Voting Record:	B&F Subcommittee voted to adopt, June 17, 2021								
	Motion made by Shavon Tucker. Second by Steve Schlossberg. Passed Unanimously. Voting members: GoTriangle, CAMPO, Wake County, City of Raleigh, Town of Apex, Town of Holly Springs, and the Town of Cary.								
TPAC Approval:	Consider confirmation on August 11, 2021								