1. Public Engagement Policy

Work on the Public Engagement Policy resumed last month, with a CTT meeting on January 24th.  Next steps and a project timeline have been identified. Data collection is nearing completion and then work will move to developing the draft Policy language. An initial priority for the project team and CTT will be to focus on public engagement standards that would be included in future ILA documents. Development of the overall Policy is anticipated to be completed by this July, with the bulk of the drafting completed by the end of April.

In order to provide more clarity around this item, an explanation of what a Public Engagement Policy and Public Engagement Plan are is below:

**Wake Transit Public Engagement Policy:** the umbrella policy that outlines specific principles, best practices, and minimum expectations for processes and requirements that help shape and guide **all** Wake Transit public engagement/outreach plans. These are the guiding principles and standards that each agency will use to create customized plans outlining the goals and tactics for specific public engagement activities required for projects, studies, service changes, fare changes, programs, etc. This policy will set standards for inclusion in project-level funding agreements, and will lay out expectations for public involvement activities related to the annual Wake Transit Work Plan development and the update of the Wake Transit Vision Plan.

**Wake Transit Public Engagement Plans:** Following the guiding principles outlined in the umbrella Wake Transit Plan Public Engagement Policy, these are customized public engagement plans that are created by the agency designated to a specific project or task. These plans may be developed and/or deployed by agency or consultant staff. These plans are tailored to the specific project, can span the lifetime of the project or focus on a unique phase, and include aspects such as goals for the outcomes of the public engagement activities, information required, key messages, the desired feedback areas, timelines and schedules, stakeholder and target audience identification, and tools and tactics.

1. Staffing Model and Expectations Plan

The consultant has received all comments from the CTT, and is working to respond to them. The consultant is also doing additional work to tie the staffing plan recommendations to the peer reviews, develop metrics for some of the positions that depend on operational expansion, and is re-formatting the report to provide further clarity. A final draft report is expected in mid-February.

1. Community Funding Area (CFA) Program Management Plan

Peer Review technical memo was sent to CTT on Feb 12 for review & comment. Consultant is working on the draft program management plan for presentation to the CTT in the next month.

1. Wake Bus Plan (previously known as the Multi-Year Bus Service Implementation Plan)
	1. **Project Level Decision Making Process** – The process will operationalize the collaboration and coordination necessary for future operating, capital and technology/systems projects as multiple players implement various aspects of the Wake Transit Plan. Nelson\Nygaard has presented concepts related to the process to the core technical team at two recent core technical team meetings in December and January. The CTT expects to receive a draft of the technical memo in February for review and discussion.
	2. **Public Engagement Plan** – The core technical team has approved a public engagement plan to guide the public engagement activities for April and July. The public engagement will be coordinated with the MIS and we expect to come to the TPAC in March with an overview of the public engagement plan and details about upcoming outreach.
	3. **10-Year Bus Operations and Capital Plan** – Under advisement of the core technical team, Nelson\Nygaard will apply the project prioritization policy to the full list of bus projects, while considering implementation of routes within a packages to determine the year by year programming of routes. We will be discussing the implications of the short range plans and capital plans.
	4. **Project Prioritization Policy** – The policy will be considered by the CAMPO Executive Board and the GoTriangle Board of Trustees in February for approval.
2. Transit Corridors Major Investment Study

The MIS CTT has met twice since the January TPAC meeting. In late January, the CTT discussed the draft BRT Existing Conditions report, BRT Evaluation Framework and the BRT Design and Performance Standards. The latter two documents are being edited by the consultant team and should be ready for approval by the CTT at its final meeting of February. The BRT Existing Conditions report is also being finalized and the CTT received an in-depth presentation on the preliminary findings. The CTT also received the BRT Transportation Problem Identification deliverable, provided comments and will discuss the document at a later CTT meeting. At the January The CTT voted to approve the BRT Peer review deliverable via email and the vote was unanimous in favor of approval; the Peer Review will be presented to the TPAC at its February 14th meeting. At the most recent CTT meeting on February 9th, the CTT discussed CRT-related topics including potential CRT Peers, travel market demand and high-level travel time estimates in the corridor. Additionally, the CTT received the Public Engagement outline which defines what public input activities will be held in next few months so that the team can receive feedback on draft BRT alignments and station locations.

1. Transit Customer Surveys

Agencies have agreed on a coordinated approach to the customer surveys. We have an internal meeting on Thursday, February 15th to discuss a draft scope for the customer surveys and then we have larger meeting with the other agencies later in the month to flush out the specific details.